



Health and
Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: Harlan Head Start

Provider No.: 7314

Address: 701 10th St, Harlan, IA, 51537

County: Shelby

Director's Name: Danni Segebart

On-Site Supervisor:

Phone Number: 7127557537

E-Mail: dsegebart@westcca.org

HHS Visit Date: 09/09/2025

Licensing Period: 05/01/2024 to 05/01/2026

Fire Inspection:

Date Inspected: 11/15/2023

Comments: compliance 12-1-2023.

Report Visit Type:

- ☐ PTO
- ☐ Licensing Visit
- ☒ Drop In
- ☐ Administrative Change

License Type:

- ☒ Full
- ☐ Provisional

Quality initiative:

- ☐ Accrediation

Program Duration:

- ☐ Year-Round
- ☒ School Year
- ☐ Summer Only



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Program Population Served:

- ☒ Infant(0-<24 Months)
☒ Toddler
☒ PreSchool
☐ School Age
☐ All Ages

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Aged	Capacity
General	8	8	18		34
Summer					0

1. Basic Overview

An unannounced licensing visit was made to Harlan Head Start on 9/9/25. Harlan Head Start/Early Head Start is located in the Early Childhood Development Center. The West Central Community Action administrative offices and Child Care Resource and Referral are also located in the same building. The building was built in 2004. Preschool age services are provided to children three- to five-years-old and early Head Start room services are provided to children six weeks to three years old. Hours of operation are 8:30 AM to 3:00 PM Monday through Friday. Twenty-eight children are enrolled in the program. The program has three program rooms which are a Head Start room (preschool age) and two Early Head Start rooms. Danielle Segebart is the director and Jennifer Duff is the on-site supervisor. Tracy Reed, Education Support Coordinator, showed me around. Tracy is in charge of every teacher. She makes sure the teachers follow the cleaning checklist, completes drills, etc. She also observes classrooms a minimum of two times a month and normally more often.

Observation of rooms:

All three program rooms were in ratio. The rooms look great and have a fun variety of age and developmentally appropriate toys and equipment. The Early Head Start Room 1 is for children up to two years old. The Early 2's room is for two- to three-year-old children. The preschool room is for three- to five-year-old children. All of the rooms had the necessary postings. The daily sheets for infants to two-year-olds looked good. The children were having fun playing in the activity centers. The preschool room has a technology station for educational purposes. The staff were positive and attentive to the needs of the children. The center uses Creative Curriculum and the rooms have lesson plans/activities. The center has a playroom that opened in 2022. One half of the room is for the Head Start preschool program and the other half of the room is for the Early Head Start rooms. I observed the younger age group playing in the playroom. There were riding toys and little climbing stations. The children appeared to be having fun. They center uses the Child Plus App.

Nutrition:

The center participates in the federal food program. The food is catered from Treat America/Company Kitchen. Monthly menus are posted. Thermometers are in the refrigerators and freezers.

Health and safety:

Monthly fire and tornado drills are practiced and documented. Radon tests were completed in July 2025 and the test scores were in the acceptable range. The center has all electrical appliances so does not require an annual food burning inspection. The center follows medication management procedures if a child is on medication. Sheets are washed weekly. Toys are sanitized daily. All emergency diagrams and emergency phone numbers are posted in every room. All of the rooms have first aid kits and another kit that goes with them every time they leave the programming room.

Playground:

Daily and monthly playground safety checks were completed. The playground is fenced and had new turf padded surfacing



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installed in 2021. The playground is not currently in use due to foundation and concrete work. It should resume in two to three weeks. The plan is to remove one structure because it is for older children.

Transportation:

The center doesn't provide transportation services. Some children receive bus transportation services.

Administrative records:

Three children's files were read and all were in good order. Staff files were reviewed at the Head Start administrative office on 9/12/25. Two staff files were reviewed and one was missing their Universal Precautions. This has been corrected. The center displays all required postings.

2. Identify Observed Strengths of the program

The staff had excellent interactions with the children. They were attentive to the needs of the children and involved in programming. Fun, hands-on learning experiences are provided to the children on a daily basis. Staff have excellent longevity of employment.

3. Identify the aspects that fall below the standard

4. Any corrective action plans, provisional license, and safety plans-steps to get into compliance

5. Special Notes/Recommendations

A full license is recommended for 5/1/24 to 5/1/26.

Date: 09/26/2025

HHS Licensing Consultant: Tausha Bottorff

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Care License. Please take steps necessary to completely address each of the violations noted above.

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at <https://iowaccrr.org>.