Iowa Department of Human Services
CHILD CARE CENTER EVALUATION AND RECOMMENDATION FOR LICENSE

Name of Center: HMS Head Start **Enrollment:** 16 **License ID No. (Reapplications)** 30238

Street: 400 3rd St NW **City:** Hartley Iowa **Zip** 51346 **County:** Obrien

Mailing Address: PO Box 519, Graettinger, IA, 51342

Director's Name: Angie Mitchell **Phone Number:** 712-298-0420

On-Site Supervisor(s): Jessica Swenson **E-Mail:** amitchell@udmo.com dhelget@udmo.com

Date(s) of Visit: 09-30-2024

X **Licensing Visit** **Unannounced Visit** **Off Year Visit** **Administrative Change**

LICENSING VISITS

X **New Application** **Re-Application** **NA**

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 09-16-2024

FIRE INSPECTION X **State** **Local** **NA** **Is Fire Inspection Approved?** X **Yes** **No** **NA**

Date Inspected: 10-13-2023

Comments :

LICENSE TYPE: X **Child Care** **Preschool (ages 3-5 meets three hours or less per day)**

Financial Type: Profit X Non-Profit NA

Accredition: Accredited X NAEYC NSACA Other NA

Program Serves: Infants (0-23 mo.) 2 Years X Preschool-Age School-Age

Get-Well Evening Care Special Needs

SCHEDULE: Year-round X School-Year Summer Only

HOURS:	*Year-round*	*School-Year*	*Summer Only*

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General			20		20
Summer					0

QRS Rating: 2

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 10-01-2024 to 10-01-2026
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Jana Drew **Date:** 10-07-2024

I. IF CURRENT LICENSE IS PROVISIONAL, IDENTIFY THE CORRECTIVE ACTIONS

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

Visited the center on 09-30-24 and spoke with new onsite supervisor/lead teacher Jessica Swenson as Susan Cannon-Packard had resigned and Angie Mitchell, director was not present. Ms Swenson has years experience working with children in a school setting and has a two year degree and her substitue certificate. HMS Head Start is a Preschool program administered through Upper Des Moines Opportunity, Inc. This preschool site is housed in a classroom in the Hartley Elementary School which moved into the new building in 2020. The program operates Monday through Friday 7:45am to 3:35pm and serves children 3 and 4 years old.

There are 16 children enrolled in the program. At the time of the visit there were 15 children present. All areas of the program were observed. These areas observed consisted of classroom observations and activities, nutritional practices, health and safety practices, field trip and transportation practices, and administrative review. The center continues to clean toys daily that children use. Sufficient amount of toys and equipment for the number of children. Daily schedule of activities was posted. Displayed throughout the room were colors, shapes, five senses, globe of the world, picture schedule for the children, job chart, children's artwork and the alphabet. Observed staff assisting children with a variety of activities, talking to the children throughout the visit, leading the children in exercise, reminding the children about rules, engaging the children in activities, sitting at the tables with the children during meals and reading stories to the children. Staff had good interaction with the children. The center utilizes the Creative Curriculum Gold in their teachings.

Staff files are at the administrative office and will be reviewed on another date.

Parents drop their child off at one of the doors and staff meet them at the door. The program has informed parents of center activities by email/newsletter. Posting board is at the entrance where parents drop their child off. The breakfast/lunch menu, and class schedule, for parents to view was posted. The program uses conscience discipline with this school year. There was a staff purse/backpack in reach of children and was brought to their attenetion and they did put it away. Staff need to make sure purses/backpacks of their own are out of reach of children.

The program has a kitchen aide who are prepare meals when receive from the school as breakfast/lunches are provided onsite by the school kitchen/cafeteria which is located across the hall from the preschool room. The center follows the CACFP guidelines for nutrition. Due to the hours of the program, Headstart changed this year and no longer offers an afternoon snack as the children leave shortly after waking up from their nap.

Radon test was completed, however, there were no results. Program will retest for radon. Annual Furnace inspection was provided. Fire/tornado drills were completed. First aid kit was up to date. The center shares a playground with the preschool. However, the center needs to add shade to the playground. The center has the shade structure purchased, however, waiting for the school to install. Surfacing has rubber squares. Discussions continue to be with the school in putting up the shade structure. They are looking at expanding the playground to include a grassy area for the kids to run which may be where the shade structure will go. The program is on IQ4K level 1.

Goals of the center are to work with the children's social and emotional needs and learn how to play with other children.

Strengths of the center are that staff works good as a team and have a good relationship with families, school and the community. The program has support from the main headstart office as well as good communication with them.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The program is on IQ4K level 1.

Staff have done PBIS discipline training.

Center sends home a newsletter each month to keep parents aware of what is going on in the program.

Children's toys are at their level and accessible.

Center does two home visits a year.

Center is well organized.

Center has parent/teacher conferences four times a year to inform parents of their child's progress and what they need to work on.

IV. IDENTIFY THE ASPECTS OF OPERATION THAT FALL BELOW THE STANDARDS REVIEWED:

109.11(3)a: Center shall ensure that: Facility and premises are sanitary, safe, and hazard free. Adequate indoor and outdoor spaces is provided. The outdoor area shall included safe play equipment and area of shade. Sufficient space provided for dinin. Sufficient lighting shall be provided. Sufficient ventailation. sufficient heating. Sufficient cooling. Sufficient bathroom and diapering facilities. Equipment, including kitchen appliances, are maintained so as not to result in burns, shock, or injury to children. Sanitation and safety procedures for the center are developed for the center are developed and implemented to reduce risk or injury or harm to children and reduce transmission of disease.
Staff purses need to be out of reach of children and more shade on the playground. (program has a plan for more shade).

109.11(7)b: Centers at ground level that use basement area as program space, or have a basement beneath program space: Testing and plan for remedy of radon is conducted.
Radon test was done but did not show any results. Program will retest.

V. SPECIAL NOTES/RECOMMENDATIONS:

Please send me an email by 11-04-24 confirming that all aspects below standards have been corrected.

A full license is recommended at this time.

At least one visit will be made to the center during the next year.

*Note: If you are the Child Care Center Director and you feel something is unclear or unjustly cited, please contact your DHS Licensing Consultant to discuss the issue. The child care director may also send a response which will be placed in the licensing file.

*Note: If you are a member of the general public, there may be additional information contained in the public file. You may contact the DHS Licensing Consultant to inquire.