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

Name of Center: Sacred Heart Preschool and Childcare **Enrollment:** 133 **License ID No. (Reapplications)** 45571

Street: 302 Eddy Place **City:** Maquoketa Iowa **Zip** 52060 **County:** Jackson

Mailing Address: 806 Eddy St, Maquoketa, IA, 52060

Director's Name: Andrea Kuhlman **Phone Number:** 563-652-3743

On-Site Supervisor(s): **E-Mail:** andrea.kuhlman@sacredheartmaq.org

Date(s) of Visit: 08-20-2025

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

LICENSING VISITS

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

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 06-26-2025

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

Date Inspected: 08-20-2025

Comments : Rec'd email correspondence from fire inspector approving space on 8/20/25, to send final certificate when fire inspector completes this.

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 NAEYC NSACA Other X NA

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

Get-Well Evening Care Special Needs

SCHEDULE: X Year-round School-Year Summer Only

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

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General	16	10	47	105	178
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 08-01-2025 to 08-01-2027
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Heidi Hungate **Date:** 08-26-2025

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

An unannounced licensing visit was completed at this center on 8/20/25. It is noted the licensing visit was delayed due to the center undergoing significant remodel and expansion and awaiting the completion of that project. Andrea Kuhlman is the center director and was present along with other staff. Andrea accompanied the licensing consultant through the majority of the visit. This center is part of the Sacred Heart Catholic School. The portion of the preschool/child care that is licensed does not participate in the Iowa Voluntary Preschool Grant program. The center now provides child care for infants through school age and three year old preschool. Some children from the local public school do attend this center for child care.

The center is comprised of the child care building and some space in the main school building located across the street from the child care building. The child care building now includes the following program rooms: infant room (zero to 18 months, not yet in use at the time of the visit), toddler room (18 months to three years, not yet in use at the time of the visit), three year old preschool/child care room (three through five years), prek room/childcare room (may be used for three through five years child care when needed and when not in use by the prek program), and three to five year old child care room ("front room", not in use at the time of the visit). Program space in the main school building includes the following: cafeteria and gym (used for school age child care). The school building includes hallway restroom areas for boys and girls with several toilets/urinals/sinks in each. Program rooms in the child care building now have adjacent restroom areas adjacent to or within all program rooms with the exception of the prek room which includes a single restroom in hallway space adjacent to that room. Program rooms with children in diapers include a diaper station within the program room. All program rooms in this building have at least one hand washing sink within the program room. All program space was observed.

The center does not participate in the CACFP. The center serves breakfast, snack, lunch and snack on school days, however, breakfast is only provided for school age children. Breakfast and lunch are prepared in the school cafeteria kitchen by school staff on school days. The school kitchen is licensed by IDPH. The center charges an extra fee for lunch. Morning snack is provided by the parents for three year old preschool group. The center provides morning snack for the other children and all afternoon snack. On non school days breakfast is not served and children are required to bring lunch from home (center provides milk for this) except in the case where lunch is provided by the local school district. The center is reminded of the requirement monitor and supplement lunches brought from home for the children who are not school age as is required. The school kitchen area is used for all dish washing activities.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The center continues to be well managed, is organized, and the staff work well together. The staff were observed to be highly engaged in activities with the children, and the children appeared to be enjoying their time in child care. The program continues to have good support from the community. As noted above the center has gone through significant remodel and building addition. The rooms are well designed and many furnishings are new. The preschool and school buildings continue to be well maintained. The preschool building is bright and colorfully decorated. The center has plenty of books for the children. The center's required licensing documentation and staff and child files continue to be highly

organized.

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

109.10(1) Medications.
1. Medication present without current authorization form.
2. Emergency medication present without emergency action plan.

V. SPECIAL NOTES/RECOMMENDATIONS:

The administrative change aspect of this report is completed to reflect the building addition and remodel and change in configuration of the center. The center's total license capacity is 178 children with the following individual room capacities:

Infant room (cribs) = 12 children
Toddler room (no cribs) = 14 children
3 year old PS/ three through five year old child care room = 21 children
Prek / three through five year old child care room = 14 children
Three through five year old child care room (front room) = 12 children

Cafeteria (school age) = 35 children
Gym (school age) = 70 children

The center is reminded, again, regarding the updated rules regarding combining different age groupings of children and what is allowed and when. Two year old children may not be combined with four year old children and three year old children may not be combined with six year old children unless under the very specific rule 109.8(2)h for the very beginning and/or end of the day with only the number of children and staff present at the center as defined by the rule. The center will need to ensure compliance.

1. Radon testing will need to be completed for the new rooms as well as the "front room".
2. Ensure at least two feet of space between cots during rest time and that cots do not block any exit pathway.
3. Ensure all food service surfaces are properly cleaned and sanitized immediately prior to this activity.
4. Ensure prek teacher office remains closed at all times.

This center will continue with a full license. Please address the violation and the concerns noted in the report so that corrections are obvious and ensure that items remain in compliance. This report does not require a written response. Thank you.

*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.