Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: Little Shepherd Christian Preschool

Provider No.: 18225

Address: 210 E Platt St, Maquoketa, IA, 52060

County: Jackson

Director's Name: Kimberly Bowling

On-Site Supervisor: none

Phone Number: 5636525858

E-Mail: ls3@flmaq.org

HHS Visit Date: 09/01/2026

Licensing Period: 01/01/2026 to 01/01/2028

Fire Inspection:

Date Inspected: 08/19/2026

Comments:

Report Visit Type:

- [ ] PTO
- [X] Licensing Visit
- [ ] Drop In
- [ ] Administrative Change

License Type:

- [X] Full
- [ ] Provisional

Quality initiative:

- [ ] Accrediation

Program Duration:

- [X] Year-Round
- [ ] School Year
- [ ] Summer Only

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HOURS:	*Year-round*	*School-Year*	*Summer Only*
Sunday			
Monday	6:00 AM to 6:00 PM		
Tuesday	6:00 AM to 6:00 PM		
Wednesday	6:00 AM to 6:00 PM		
Thursday	6:00 AM to 6:00 PM		
Friday	6:00 AM to 6:00 PM		
Saturday			

Program Population Served:

- [ ] Infant(0-<24 Months)
- [ ] Toddler
- [X] PreSchool
- [X] School Age
- [ ] All Ages

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Aged	Capacity
General			44	10	54
Summer					0

1. Basic Overview

An unannounced off year visit was completed at this center on 9/1/26. The center director is Kimberly Bowling. Kimberly is qualified having worked at this center since 2017, the past six years as center director, as well as prior experience at other centers and training completed over all of those years. Kimberly was present on the day of the visit along with other staff. Kimberly is also the lead teacher for the three year old preschool program. This program is owned and operated by First Lutheran Church and is governed by the church council and a parent board. The program operates year round and offers preschool and child care before and after the preschool hours for preschool age children and school age care for after school and on non school days. The program does participate in the Iowa Voluntary Preschool Grant program. The center director states the center uses the Creative Curriculum Gold and a center created curriculum based on the Iowa Early Learning Standards, School Age Matters, Teachers Pay Teachers, Social/Emotional, and based on children's interests. The center reports enrollment of 43 children at the time of the visit.

The center uses identified space on the lower level of the church. The preschool/child care continues to use four different program rooms as licensed space, however, the three year old preschool room is now in a different room. The new three year old preschool room is used for three year old preschool and for child care for three and four year old children. The four year old room is currently used for the four year old prek program and school age child care during the summer. The daycare room is currently used for child care for four years through school age. One of the rooms ("snack room") is used for some of the food service activities, and this room is not included in the center's license capacity. Program rooms were adequately stocked with age appropriate and accessible toys, manipulatives, tables/chairs, and arts/crafts supplies. The four year old room includes an adjacent restroom area with one toilet and one hand washing sink. There are additional hallway restrooms used by the preschool/child care. Children in the other rooms travel to those restroom areas for all restroom and hand washing activities. There is a diaper station located in one of the restroom areas that is used by the program. All

program space was observed.

The program uses the chapel on the main floor of the church once per month for chapel time.

The center does not participate in the CACFP. The center schedule includes breakfast, morning snack, lunch, afternoon snack, and then a later afternoon snack. Breakfast and snacks are provided by the center. Children are required to bring their own lunch from home. The center provides milk for lunch. The center is aware that they have to monitor and supplement any snacks and/or lunches that do not meet CACFP requirements. The church kitchen is used only for the center's dish washing activities using the commercial dish washing machine.

2. Identify Observed Strengths of the program

The center director reports having completed the LEAD training since the last licensing visit. Staff continue to work quite well together. The staff were observed to be highly engaged with the children in activities. The building itself appears to be well maintained. Materials for the children continue to be generally accessible, and postings are displayed nicely and at the children's level. The center has a good supply of books arranged by topic. The children's crafts and projects are on display throughout the center. The center provides a "lending library" of information for parents. The licensing binder was found to be organized.

3. Identify the aspects that fall below the standard

STAFF FILES:
109.9(1)a: All files contain:Copy of a department criminal history record check form or any other permission form approved by Department of Public Safety for conducting an Iowa or national criminal history record checkCopy of a request for child abuse information form, when applicable.Copies of results of Iowa record checks conducted through the SING for review by the department upon request.Copies of national criminal history check results.Any department issued documents sent to the center related to a record check, regardless of findings.
1. _1_ staff file reviewed did not have the Iowa record check (SING) completed prior to the staff's involvement with child care.
2. _1_ staff file reviewed did not have the national record check submitted prior to the staff's involvement with child care.

CHILD FILES:
109.9(2)a-c: All files contain sufficient information to allow the center to contact the parent or emergency contact at any time child is in center’s care as well as who can pick up the child as authorized by the parent.
109.9(2)d: All files contain sufficient information and authorization to allow the center to secure emergency medical and dental services at any time child is in center’s care.
1. _3_ child files reviewed did not have the dentist information.
2. _2_ child files reviewed did not have the parent signature/date for consent for emergency treatment and/or pick up permission or was missing.

109.9(2)i: Preschool (for children five years and younger not enrolled in school): Physical exam report submitted within 30 days of admission, was obtained no more than 12 months prior to admission, is signed by a licensed MD, DO, Chiropractor, PA, or ARNP, and contains health history; present health status including allergies, medications, and acute/chronic conditions; and recommendations for continued care if necessary.
1. _1_ child file reviewed did not have a current physical.

109.11(8)c All centers: Annual inspection prior to heating season of all fuel burning appliances to reduce risk of carbon monoxide poisoning and
shall install one carbon monoxide detector on each floor that conforms to UL Standard 2034.
1. Documentation was not available for some of the gas appliances inspections since January 2025.

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

N/A

5. Special Notes/Recommendations

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Targeted Assessment: Behavior Management
I discussed with (director) their oversight of behavior management related to helping childcare staff: 1) Understand expectations, 2) managing frustrations, 3) monitor performance. The center director provided the following responses:
1)All full-time staff has completed PBIS training.
2) Checking in with staff daily, mindfulness trainings.
3) Bi-weekly check-ins with staff and monthly meetings and anonymous surveys.

The center was reminded of allowable age combinations. Three year old children may not be combined with school age (six years and older) 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.

1. Child files need written permission from parents to release children to the school bus for those who leave the center on the school bus.
2. Emergency plan posting for middle door to hallway in the prek room is missing the written instructions for fire and tornado. Ensure emergency plan postings are complete and are posted at each door/doorway where they are visible to staff.

The new three year old preschool room is added to the center and the previous three year old preschool room has been removed from the licensed space as it is only used for storage. The maximum individual licensed program room capacities as follows:
Three year old preschool room = 12 children
Four year old room = 26 children
Daycare room = 16 children

The center will continue with a full license. The center is referred to work with the CCRR consultant for staff and child file compliance concerns. Files need attention for compliance, tracking, and organization. Please address the violation(s) and/or concern(s) noted in the report so that corrections are obvious and ensure that items remain in compliance. Thank you.

Date: 10/21/2026

HHS Licensing Consultant: Heidi Hungate

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**.