Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: Holy Trinity Catholic Daycare

Provider No.: 52569

Address: 412 AVE C , West Point, IA, 52656

County: Lee

Director's Name: Savannah Strunk

On-Site Supervisor: Kristin Mabeus

Phone Number: 3198376099

E-Mail: savannah.strunk@holytrinityschools.org

HHS Visit Date: 04/02/2026

Licensing Period: 07/01/2026 to 07/01/2028

Fire Inspection:

Date Inspected: 07/08/2024

Comments: due every three years, performed by DIA

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	6:30 AM to 6:00 PM		
Tuesday	6:30 AM to 6:00 PM		
Wednesday	6:30 AM to 6:00 PM		
Thursday	6:30 AM to 6:00 PM		
Friday	6:30 AM to 6:00 PM		
Saturday			

Program Population Served:

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

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Aged	Capacity
General		18	18		36
Summer					0

1. Basic Overview

Holy Trinity Catholic Daycare is a new program (2024) serving two year old to preschool age children. It is administered by a private school (Holy Trinity Catholic) across from the program. The program Director is Savannah Strunk. Director Strunk also serves as the Director for two other licensed programs for Holy Trinity. She possesses a Bachelor of Science in Elementary Education. She has directed childcare since 2021. Kristin Mabeus is the On Site Supervisor for this program. Kristin has been employed in licensed childcare since 2019 and has been OSS for Holy Trinity programs since 2022. The Director or OSS are present daily.

A Permission To Open visit was conducted in July 2024. All program areas were observed on an unannounced off year visit on 3/18/25. This year's unannounced licensing visit occurred on 4/2/26. The visit consisted of classroom observations and activities, ratios, nutritional practices, health and safety practices, playground observation, field trip and transportation practices, and administrative review. I met with OSS Mabeus, Director Strunk and Principal Drollinger. Thirty one children are enrolled.

Center Nutrition:

The program does not participate in Iowa Child and Adult Care Food Program (CACFP). Food was stored appropriately and refrigerator/freezer units contained thermometers. Waste containers were covered. Menus for all meals were present. Children with allergies have allergy action plans and diet modification forms on file. We discussed allergies and allergy action plans. Menus indicated foods meet CACFP requirements.

Center Health and Safety:

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The center's radon test was completed in 2024 and results are below 4 pci/L. Updated testing is due every five years. Fuel burning appliances inspection were available the date of the visit. They are due annually. Carbon monoxide detectors are present. First aid kits are labeled, fully stocked an in each room. Cabinetry they are kept in are labeled. Staff must have medication administration training to administer medication of any sort. The building was constructed after 1978 so a lead-based paint assessment is not required. Ventilation and lighting are adequate.

The building has a secure entry.

The center has access to a full-size gymnasium across the road at the school. Each child has at least 75 square feet each for gross motor play. Each classroom provides at least 35 square feet per child. This ensures capacity is met. The program meets restroom requirements of 1:15.

The Director accessed IDPH regarding sanitizing/disinfecting and safe products in the summer and has information on the products they are currently utilizing.

Ratio was in compliance the date of the visit. It is recommended staff have assigned children to their care so that careful supervision can be achieved. This was recommended last year and is now in place. Staff have designated children assigned to their care. A board is on the wall showing staff and children and which children are in care, at school, or at home.

Center Outdoor Play Area:

The center has access to multiple outdoor spaces immediately connected to the building. The areas contain age-appropriate equipment with adequate surfacing and fencing. The Child Care Weather Watch is consulted if outdoor play is questionable due to varying weather conditions. A first aid kit and emergency contacts and emergency medication are taken outdoors with the children. Outdoor play inspections will be completed monthly.

Center Administration:

The center has a full handbook containing all required policies as are mandatory postings. Consultant Malia Love went over postings with the Director on 8/19/24.

Age-appropriate curriculum and lesson plans are present and utilized daily.

Child files are reviewed annually by HHS. A Child Care Nurse Consultant can complete child record reviews annually upon request. Child files include dental and medical provider information, emergency contacts, pick up authorizations, an updated physical (annually), immunization records and field trip authorizations. Child physicals are updated annually.

The program employs approximately six staff. Staff files are reviewed annually including SING checks (2 years) and fingerprints (4 years), CPR/1st Aid training (2 years), Mandatory Reporter Training (3 years), staff physicals (3 years), and professional development training. If staff are under 18 years of age they always work with an adult staff. Approximately twelve staff are employed at the center. One staff needs a physical and two are behind on PD hours. This is not a pattern or disregard but will be sited next year if hours are lacking again.

Incident reports are completed and given to parents the date of the incident by the staff who witnessed the incident.

An emergency preparedness plan is present. Staff have been trained annually on the plan and sign and date acknowledgement of such (September 2024). New workers should be trained on the plan as they are hired.

2. Identify Observed Strengths of the program

The center is new and in a good location.

The center meets a childcare need in the community.

3. Identify the aspects that fall below the standard

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1. 109.10(13)b: Emergency instructions, phone numbers, and diagrams for fire, tornado, and flood shall be visibly posted and documented at least once a month for fire and tornado. Records shall be maintained for current and previous year. The OSS indicated she would resume tornado drills. They have been missed since November.

2. 109.11(4)b: Record of monthly inspections of outdoor recreation area and equipment shall be kept. They have been missed since November. The OSS agrees to resume them.

3. 109. 11(3)b The testing of radon shall be conducted. Radon results were also not present. The OSS indicated she would resume outdoor play inspections and ensure radon testing was conducted and documentation present and under 4 pciL.

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

5. Special Notes/Recommendations

Based upon this review, it is recommended that this center begin in Full licensing status. The center is directed to continue to monitor day to day practice and adjust accordingly to continue to ensure licensing rule is met consistently. It is important to note, all HHS licensing standards and procedures must be maintained during the renewal period.

HHS encourages you to contact your local nurse consultant. Child Care Nurse Consultants work with child care and early education businesses. Businesses may call or send questions to a child care nurse consultant about health and safety policies, health programs, health of personnel, and specific child health or safety issues. Please visit the following website for more information. http://idph.iowa.gov/hcci/consultants. Amy Hayes is the CCNC for the program.

CCNC Hayes had 2 onsite visits: 10/02/2024 Immunization review 10/24/2024 Immunization review Monthly newsletters are sent as well as any important updates. HHS encourages you to contact your local nurse consultant. Child Care Nurse Consultants work with child care and early education businesses. Businesses may call or send questions to a child care nurse consultant about health and safety policies, health programs, health of personnel, and specific child health or safety issues. Amy Hayes is your Child Care Nurse Consultant: http://idph.iowa.gov/hcci/consultants All programs received information from me via email:
Monthly newsletters
Water Safety
Pertussis Information
New Weather poster
Emergency Preparedness

She also provided the following:
10/29/2025-Information sent/discussed regarding Hand, Foot, and Mouth disease as well as pertussis.
03/30/2026-Questios regarding height for anchoring furniture to prevent tip over
03/30/2026 Questions regarding use of sunscreen

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Lead & TB Nurse
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HHS encourages you to contact Child Care Resource and Referral consultant. They offer centers assistance with meeting the DHS regulations, QRS, infant/toddler concerns, room arrangement and environment, developmental concerns, Best Practice information, CDA assistance, or any questions or concerns you may have. Please visit the following website for

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more information: http://www.iowaccrr.org CCR&R Consultant Malia Love is the consultant who has also provided consultation services to sister programs the past few years. Consultant Malia Love has provided consultation several times to the program this year. This is best practice and duly noted.

A referral was made to CCR&R by HHS after the 2024 visit. Consultant Love reported, "I visited the West Point Site with Savannah 8/19/2024. I met with the director and we did a walkthrough of the preschool classrooms and the new Before and After school space. We discussed removing the small legos as they do care for preschool age children in the space. We went over hanging postings and supervision. They are looking at doing the NSLP and we discussed making sure snacks were meeting CACFP standards. We went over child files and having those as well as school age kids having a physical on file as well as the school age health form.

I left the director with resources for staff and child files. the quick HHS checklist, supervision and how to fill out an incident report. I followed up with an email attaching the handwashing and diapering posters, fridge/freezer temp form, sunscreen permission, peanut allergy posting."

7/17/2024-I spoke with the director on the phone and gathered all the information needed to put them into NDS2 I offered to come and do a visit with them before HHS gives the initial permission to open and license. I followed up the visit with an email to the director letting her know what items the HHS worker Jill would need before giving permission to open.

8/19/2024-I met with the director on site and did a walk through of the program using the HHS Licensing checklist. We discussed postings and information that needed to be displayed. We went over staggering outdoor play time for better supervision and to discuss with staff setting up a system for supervision of children. We went over cleaning and reminding staff to not leave products out accessible to children and or personal belongings. I left the provide with resources for staff and child files. the quick HHS checklist, supervision and how to fill out an incident report. I followed up with an email attaching the handwashing and diapering posters, fridge/freezer temp form, sunscreen permission, peanut allergy posting.

9/26/2024-The director reached out asking about school age children and physicals. I let her know that as long as they had at least one physical on file, then the parents could fill out the health statement form. That any child who did not have one would need one on file.

2/19/2025-I reached out to the director to touch base with her about their license. They are at their 6 month mark, I sent the licensing email and let the director know dates I was available. I offered to do a walk through of all the Holy Trinity sites and go over paperwork with her. I included the dates for all the sites expirations. I will touch base again in 3 months.

Each time I spoke to Savannah or was on site, we would cover the same things for ALL sites.

I've been on site 2 times in the last 12 months at the day care

5/06/2026-Phone, did a complete update of the programs information and data

11/17/2025- On Site, I went over updates with her regarding the Fort Madison site. She feels they are doing well and are fully staffed at this location. She would like to look at IQ4K for this site but is focusing on getting the staff for the other sites in place first. We briefly looked over staff profiles and she made the needed updates.

2/19/2026- On Site, I met with the program director on site and we went over all of the Holy Trinity Programs ECI Grant applications. While there the director also questions about ratios for combining 18months-3 year olds. I also touched base about IQ4K.

2/24/2026-Email, provided the director with the staff file tracking sheet that states what training and paperwork staff need and how often it needs to be done

2/27/2027-Email, The provider reached out to set up a visit to discuss age mixing, active supervision and ratio with all of the Holy Trinity Site Supervisors. She also asked about supervision trainings. We set up a visit date and I followed up with an email attaching resources and links for supervision.

3/09/2026-Off site- I met with the program director and all of the On site supervisors for the Holy Trinity sites. We discussed active supervision, primary groups and how that works with older children.

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Funding provided by the Iowa Department of Human Services through the Child Care and Development Fund"

It is apparent with the low number of violations that the program has been proactive in reaching out to resources for assistance.

Targeted Assessment: Behavior Management
I discussed with director Strunk her oversight of behavior management related to helping childcare staff. She stated the following:
1) Understand Expectations - At HTC ECC we discuss PBIS strategies with examples in staff orientation and revisit in staff meetings throughout the year. We are also always looking out for additional trainings to provide continuing education on support of our behavior management.
2) Managing Frustrations - During orientation and staff meetings we discuss the signs leading up to the staff being frustrated. We ask staff to look out for each other and if they see that a staff member is getting frustrated to take over in redirecting and continue to utilize our PBIS strategies.
3) Monitor Performance - Staff are evaluated throughout the year. We also address concerns immediately and provide additional training as necessary.

• How do you help staff understand the expectation associated with behavior management? Our PBIS strategies are discussed in orientation and revisited throughout the year in staff meetings and immediately when needed. We provided in person training in the classrooms with PBIS strategies prior to the staff member counting in ratio as well as continuing education on PBIS.

• How do you help staff recognize their frustration and respond with de-escalation? We discuss signs of frustration - louder voices, faster talking and other physical body signs. We discuss the steps they can take to de-escalate their own frustrations. We talk about watching for those signs of frustration and having another staff member take over to allow the staff member de-escalate. If the staff members needs to leave the room, we talk about checking ratio and if needed calling in an administrator to step in so the staff can take a break and de-escalate.

• How do you monitor these skills / expectations? At HTC ECC we do yearly evaluations and discuss the important strategies and expectations. Administration and supervisors monitor skills and expectations in the classroom throughout the year any concerns and additional training is provided immediately if needed.

Date: 04/20/2026

HHS Licensing Consultant: Jill Seibert

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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**.