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

Name of Center: Immaculate Conception Preschool **Enrollment:** 31 **License ID No. (Reapplications)** 45025

Street: 1203 Clark St **City:** Charles City Iowa **Zip** 50616 **County:** Floyd

Mailing Address: 1203 Clark St, Charles City, IA, 50616

Director's Name: Jody Osier **Phone Number:** 641-228-1225

On-Site Supervisor(s): Laurie Field (school principal) **E-Mail:** dbqe14@dbqarch.org, Jody.osier@iccharlescity.org, laurie.field@iccharlescity.org

Date(s) of Visit: 03-18-2025

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

LICENSING VISITS

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

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

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

Date Inspected: 02-15-2024

Comments :

LICENSE TYPE: **Child Care** X **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: 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	0	0	43	0	43
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 04-01-2025 to 04-01-2027
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Raymond Salsbury **Date:** 03-19-2025

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

An unannounced annual visit was made to Immaculate Conception Preschool in Charles City on 03-18-25 where I met with Jody Osier, the director and lead teacher in the 3 year old preschool classroom, and Carrie Shaver the lead teacher in the 4 year old preschool classroom. Laurie Field is the school principal but was not available on the day of the visit. Jody is well qualified as the director having started with program in August 2017 and has a BA in social work and was previously the assistant in the preschool class. Angel Boucher is the associate teacher in the classroom. Carrie is the lead teacher for the 4 year old preschool, and Melissa Ashley is the assistant. The program operates out of two classrooms of Immaculate Conception Elementary School and is overseen by the board for the Dubuque diocese. The program offers 2 sessions of 3 year old preschool with one 3 day and one 5 day option, an all day 4 year old preschool, and an afternoon "wrap around" daycare program. There are currently 31 children enrolled between the various sessions. All aspects of the program subject to Licensing Standards were reviewed.

The general layout and operation of the program and classrooms remains the same as in prior visits. The program operates out of two rooms with one room for the 3 year old preschool and afternoon child care, and the room for the 4 year preschool class. The 3 year old classroom has windows along the exterior walls which prove ample natural lighting, a view of the outdoors, and ventilation. The 4 year old classroom does not have windows. Both rooms have a secondary exit that provides direct egress to the outdoors. Evacuation notices that include diagram and written instructions for both fire and tornado evacuation were not present by exits from 4 year old classroom. This was cited in the prior visits and and must be corrected. There is a bathroom located just off the programming space of both rooms, with additional sinks in the classrooms so that the children do not need to leave the room. Additional restrooms are located outside the classrooms off the main corridors if needed. A divider wall separates an area with cubbies where the children can store coats and bags of both rooms and does create a blind area where supervision would be needed when the children are in this area. Both rooms are divided into activity centers through the placement of furniture, shelving, and play structures which were arranged to provide ample room to move and play, and not to create any blind areas. A copy of the daily schedule and curriculum was posted for both classes.

Implementation of the daily schedule and planned curriculum continues to be both the primary focus and strength of this program. During the visit all teachers were observed to be actively engaged with the children either playing with them when doing self-directed center play, or when presenting information in teacher lead large and small group activities. The program uses a positive behavior support approach to encourage appropriate behaviors in the classroom. Each of the teachers does an excellent job of integrating that behavioral management approach with the curriculum plan. As examples during the visit the children in Carrie's class was engaged in self-directed center play. The class uses an approach of having the children choose the center they want to play in and then rotating to a new center at set intervals. As children started to wander or get distracted from their center rather than using a more reactive approach of redirecting the children back to their center Carrie would ask the children about their play, or engage with them such as requesting a child in the dramatic play kitchen center to "make her a waffle". Similarly in Jody's room while the class was preparing for a teacher lead activity of reading a book the children began talking about an unrelated topic of pigeons and Jody used the children's natural curiosity to further the discussion about pigeons, and speculate on what the class could plan to do to learn more about them.

Good health and safety practices were observed during the visit. The teachers did remind, and ensure that children washed their hands as required following restroom use and before meals, but also at other times they became soiled such as when blowing their nose. Chemical cleaners, personal items, and other things that could pose a safety risk to children were stored where they were not accessible. One issue that was noted in Jody's room was the presence of dried beans that were in storage for use with the experience table center. It was reviewed that while the use of food items is not recommended for use in activity center it is not prohibited but that the same practices used for storage and when eating should be followed. With regard to the dried beans it was recommended that the center not use them as they can have a toxic effect if ingested in their uncooked state. While the school custodial staff are responsible for the primary cleaning the teachers do clean as needed such as tables being sanitized before and after snack/meal service. When cleaning the teachers waited for children to be out of the immediate area before using chemical cleaners. There were no children taking any medications on the day of my visit but the center does have policies in place should it become necessary in the future. Limited first aid kits are maintained in the classrooms, and additional supplies in the school office.

The center does have a playground space that was constructed for use by the preschool children. The space is fully enclosed by fencing. The space includes both climbing and ground play structures. All equipment and fencing was observed to be in good repair. Foam tiles are used for fall surfacing. Shade is limited to that which is provided by the play structures. Shade is limited to that which is provided by the play structures.

For those children that do not attend the full day programming, snacks are provided. The children take it in turn to provide the snacks and a list of credible food items is provided to parents at the beginning of the year. A limited supply of snack items is maintained at the center to supplement if needed. A small refrigerator is present for those items that need to be kept cold. A menu of snack items that are served is maintained for each session. For those children that remain the full day lunch is prepared by the school cafeteria and a copy of the menu is posted. I was able to observe the snack service for 3 year old class and good food handling and service practices were followed. The snack consisted of pre-packaged single serving cheese sticks, and 100% juice. Teachers and children did wash their hands before handling food items and eating. The teachers did not eat with the children but did provide supervision at the table as needed.

In reviewing administrative records all required notices were posted in an area readily accessible and visible to all parents and visitors. All staff and child files were reviewed and found to contain all required documentation with the exception of the SING background check for Jody, and the physical for Carrie having recently expired. Jody did state that her background check had been renewed an was being maintained in the office however due to Mrs. Field not being available this could not be verified. The center is now using the same electronic system, Power School, as the regular school classes to maintain documentation. All inspection logs and certificates were current and available.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The program has been very consistent over the past year with regard to staffing, child enrollment, and program implementation. Jody did identify that one area of the curriculum they have taken a strong focus on over the past year is with the Community Service component. This includes the classes engaging in monthly projects such as creating seasonal celebration cards such as Valentines, and Christmas and delivering them to nursing home centers in the community. Another example was the class incorporated a learning activity of putting together the supplies necessary to make birthday cakes which was then donated to the local food pantry.

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

109.6(6)c: Center repeats Iowa record checks at a minimum of every two years or when aware of additional child abuse or criminal history that occurs.
-- Number not in compliance: 1 It was reported that the record had been updated and documentation was maintained in the school office but access was not available to verify the renewed check.

109.9(1)d: All files contain a pre-employment physical exam report completed within six months prior to hire and at least every three years. Physical exams shall be documented on form 470-5152, Child Care Provider Physical Examination Report.
-- Number not in compliance: 1 The prior record was noted to have expired, and was also not on the required form and so would be considered invalid.

109.10(15)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.
-- Diagram instructions were not present for the 4 year old preschool classroom. NOTE: This was cited in the prior visit.

V. SPECIAL NOTES/RECOMMENDATIONS:

A full license is recommended at this time. At least one visit will be made to the center during the next year.

Please provide a written response to the licensing consultant including photo verification that the required diagram evacuation information has been posted by 03-28-25. Failure to comply could be considered as a willful disregard to Licensing Standards and could result in negative action being taken against the center license.

*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.