Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: Holy Ghost Early Childhood

Provider No.: 18745

Address: 2981 Central Ave, Dubuque, IA, 52001

County: Dubuque

Director's Name: Anita Valentine

On-Site Supervisor:

Phone Number: 5635822578

E-Mail: avalentine@holyfamily.dbq.pvt.k12.ia.us

HHS Visit Date: 01/08/2026

Licensing Period: 05/01/2026 to 05/01/2028

Fire Inspection:

Date Inspected: 11/30/2023

Comments:

Report Visit Type:

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

License Type:

- [X] Full
- [ ] Provisional

Quality initiative:

Quality Rating: 2

- [ ] Accrediation

Program Duration:

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

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CHILD CARE CENTER ANNUAL EVALUATION

HOURS:	*Year-round*	*School-Year*	*Summer Only*
Sunday			
Monday	5:30 AM to 5:30 PM		
Tuesday	5:30 AM to 5:30 PM		
Wednesday	5:30 AM to 5:30 PM		
Thursday	5:30 AM to 5:30 PM		
Friday	5:30 AM to 5:30 PM		
Saturday			

Program Population Served:

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

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Aged	Capacity
General	101	63	146	60	370
Summer			-1		-1

1. Basic Overview

An unannounced licensing visit was completed at this center on 1/8/26. The center director, Anita Valentine, was present as were other staff. Anita has been with the Holy Family system for over 20 years. Anita has been a director for many years and has a para educator certificate and a NAC. Anita accompanied the licensing consultant throughout the inspection. This early childhood program is part of a larger network of child care and school facilities operated by the Holy Family entity, a consortium of catholic churches in the Dubuque area. Holy Family has a well-organized structure. This large center continues to use space in what was the Holy Ghost Elementary School building. The child care occupies space on both the main and second floors as the building no longer includes an elementary school. On school days, school age children only attend the center only from Holy Family schools and are transported by the center mini buses. The program is open to any school age child both for school and non school days. In the past few years the center has completed an entire remodel on the inside of the building. The center does participate in the Iowa Voluntary Preschool program.

The main floor includes 10 different classrooms in use for children age infant through two year old. One of these rooms is currently used as an indoor large motor space for toddler children. One of the rooms was not in use at the time of the visit. Program rooms with children in diapers include diapering stations within the room. Program rooms include at least one hand washing sink within the program room. Some program rooms also include restroom areas within the program room. The second floor includes 11 different classrooms for children age three through school age. One of these rooms is used as the "library". One of the room is currently just used for rest time for three year old children. Some of the rooms on this level include restroom areas within the program room. For other rooms, children do travel to restroom areas located in the hallway. Program rooms include at least one hand washing sink within the program room. Program rooms that include a separated sink for food/bottle preparation have the sink clearly labeled for this function only.

CHILD CARE CENTER ANNUAL EVALUATION

The children can use the gymnasium for indoor large motor activities. The gym on the main floor and the "library" on the second floor are approved space so long as they continue to meet licensing requirements but they are not included in the license capacity of the center.

All program space was observed.

The center participates in the CACFP and serves breakfast, snack, lunch, and snack. Food is prepared off site at one of the Holy Family school locations and brought to this center. That kitchen is licensed by IDPH, and the license is current. The center includes a kitchen area where final preparation activities take place for food to go out to the rooms.

2. Identify Observed Strengths of the program

This large center continues to be very well managed by the experienced director. Program rooms are large, offer ample space, and are bright with windows. Rooms and materials continue to be generally clean, organized, accessible, and well maintained. Children's crafts and projects are posted throughout the center. With the complete remodel of the building, most of the furnishings are new. The director and staff continue to work quite well together. The staff were observed to be attentive and nurturing to the children. Staff were again observed to be involved in activities with the children in all program rooms. There continues to be good support, resources, and consultation provided from the organization and the school system. The center has achieved level two IQ4K rating through 8/31/27, and the director reports they are working toward level three. Daily information is provided to parents for all children at the center through the center's online application. The gym has had new lighting installed. The director reports the center is planning upgrades to the outdoor play area over the next few years. Staff and child files and other required licensing items continue to be highly organized.

3. Identify the aspects that fall below the standard

109.11(3)a: Center shall ensure that: Facility and premises are sanitary, safe, and hazard free.
1. Two of the rooms were not using the proper steps for cleaning and sanitizing food surfaces. Product center uses to sanitize food service surfaces requires a rinse step.

109.12(1): Program structure that uses developmentally appropriate practices and written program of activities planned to the developmental needs of children served.Program complements but does not duplicate school curriculum.Schedule of program is posted in a place visible to parents.
1. Four program rooms did not have evidence of a current activity plan.

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

N/A

5. Special Notes/Recommendations

The center is reminded of allowable age combinations. Two year old children may not be combined with four year old children, and three year old children may not be combined with school age 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 they are in compliance.

The total license capacity for the center is 370 children with the following individual room maximum capacities:

First floor:
Room 1 (1C4, 18 to 24 months) = 20 children
Room 3 (1C5, 18 to 24 months) = 21 children
Room 5 (1C6, twos) = 21 children
Room 7 (1C7, twos) = 21 children
Room 9 (1BC, twos) = 21 children
Room 2 (zero to eight months, cribs, one diaper station) = 15 children
Room 4 (zero to eight months, cribs, one diaper station) = 15 children
Room 6 (eight to 17 months, cribs, one diaper station) = 15 children

CHILD CARE CENTER ANNUAL EVALUATION

Room 8 (eight to 17 months, cribs, one diaper station) = 15 children

Second floor:
Room 13 (2C4, three year old preschool) = 21 children
Room 15 (2C5, three year old preschool) = 22 children
Room 17 (2C6, three/four year old childcare) = 22 children
Room 19 (2C7, three/four year old childcare) = 21 children
Room 20 (school age) = 20 children
Room 18 (four/five years) = 20 children
Room 14 (four through school age) = 20 children
Room 12 (four through school age) = 20 children
Room 11(prek, four/five years) = 20 children
Room 21 (school age) = 20 children

***Room 10 on the main floor is the large motor room for toddler and two year old children. It is not included in the license capacity for the center because it is a multi purpose room used by multiple groups of children at various times of the day/week. This room has a maximum capacity of 20 children AS A MULTI PURPOSE ROOM.

***Room 16 on the second floor is the “library”. It is not included in the license capacity for the center since it is used by multiple groups of children at various times of the day/week. This room has a maximum capacity of 23 children.

The gym on the main floor is approved space so long as it continues to meet licensing requirements but it is not included in the license capacity of the center.

1. Cabinet door needs repair and refrigerator needs thermometer in room 14.
2. Improve blanket storage in room 18, be careful to ensure children's blankets are on their cots.
3. Improve crib spacing in rooms four and two.
4. Recycling containers need to be cleaned throughout the center.
5. Remove essential oils and air fresheners from the center.
6. Diaper waste cans need to be clearly labeled for this material only in rooms three and seven.
7. Ensure medication authorizations include the specific beginning and ending date for the period of authorization.

The center will continue with a full license. Please correct the item(s) cited and address the concerns noted above in this section of the report so that corrections are obvious and ensure that items remain in compliance. This report does not require a written response. Thank you.

Date: 03/16/2026

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**.