Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: Seton Catholic Preschool and After Care

Provider No.: 25007

Address: 117 E 4th ST, Ottumwa, IA, 52501

County: Wapello

Director's Name: James Wessling

On-Site Supervisor:

Phone Number: 6416828826

E-Mail: james.wessling@oseton.com

HHS Visit Date: 10/28/2026

Licensing Period: 06/01/2025 to 06/01/2027

Fire Inspection:

Date Inspected: 08/03/2026

Comments: due annually, performed by Ottumwa Fire Department David Cronin. The program should ensure an approved fire inspection is present each year.

Report Visit Type:

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

License Type:

- [X] Full
- [ ] Provisional

Quality initiative:

- [ ] Accrediation

Program Duration:

- [ ] Year-Round
- [X] 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			32		32
Summer					0

1. Basic Overview

Seton Catholic Preschool is located in 2 classrooms at Seton Catholic Elementary School on the grounds of St. Mary's Catholic Church in downtown Ottumwa. The preschool is owned and operated by Seton Catholic Schools. The preschool offers morning and afternoon classes five days per week. The before and after school program is located in the school cafeteria. The director is James Wessling school principal. This is the 9th year James has been Director of the program.

The Preschool and After-school program have been in operation since 2015 providing before and after school care and preschool. The building is a sole occupancy next to the church.

At the time of the visit, staff was actively engaged in providing the preschool program to the children and then later the after school program.

On 10/28/2026 I made an unannounced licensing visit to Seton Catholic Preschool ad After School Care and all program space was observed. I met with Director and School Principal James Wessling. He is present daily. The plan is for Brandi Benedict (teacher) to transition to Director later in the year. If the program wishes to have an OSS appointed for preschool or after school an OSS request can be sent.

Half-Day Program:(3, 4,5 year olds): Morning Session is 8:20 to 10:50 AM; Afternoon Session is 12:20 To 2:50 PM daily, Monday through Friday All-Day Pre K Program: (4 & 5 yr olds only) 8:20 to 2:50 PM, Monday through Friday.

The school also offers after before and school care.

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AFTER SCHOOL PROGRAM DAILY SCHEDULE:
3:00-4:00 pm: Supervised Free Play
4:00-4:30 pm: SNACK
4:30-5:00 pm: Homework/Pre-K to designated areas
5:00-6:00 pm: Games/Art/Physical Activities
6:00 pm: All children should be signed out to avoid late charges

The program serves children ages 3 and 4. The visit consisted of classroom and building area review and observations of activities, ratios, nutritional practices, health and safety practices, playground observation, field trip and transportation practices, and administrative review.

Center Nutrition Practices Observed:

Meals are served family style in the classrooms. The kitchen area in the school age room has been updated this past year and contains newer equipment, sufficient storage for center food, and sufficient dish washing capacity to accommodate a program of this size. Posted menus should indicate that minimum nutritional requirements are not being met.

The most current USDA CACFP meal patterns are on the CACFP website. CACFP Center Handy Guide to Creditable Foods is also available on line for review.

Food allergy tips for children in the facility with a food allergy have been discussed with CCNC Crouse.

Iowa HHS Child Care Centers and Preschools Licensing Standards and Procedures: Section 109.15 Food Services, Nutritionally balanced meals or snacks. The center shall serve each child a full, nutritionally balanced meal or snack as defined by the USDA Child and Adult Care Food Program (CACFP) guidelines.

The center established policies regarding food brought from home for children under five years of age who are not enrolled in school. A copy of the written policy is given to the parent at admission. Food brought from home for children who are under five years of age who are not enrolled in school shall be monitored and supplemented if necessary to ensure CACFP guidelines are maintained. The program is not participating in the CACFP program.

Center Health and Safety:

The center administers prescription and non-prescription medication in accordance with licensing regulations, physician directions, and parental consent. The center currently has no medication or children with allergies. We reviewed compliance with regulations regarding staff and child hand washing, storage and maintenance of a first aid kit, emergency plans and drills for fire and tornado, environmental testing and the maintenance of any necessary detection equipment, and general regulations regarding safety and sanitation policies and procedures.

Carbon monoxide detectors are present. We were not able to find radon testing the date of the visit. The last radon test indicates a pCi/L level under 4. Updated testing is due every 5 years. The program rooms should be monitored annually for the possibility of chipping of lead based paint. The school has boilers, and the inspection is current.

The program is secured by a locked door. Parents must ring a door bell and be buzzed in.

Any child whose parent or health care provider has listed an allergy on the child health forms, needs an Allergy Action Plan completed and signed by the child's health care provider and parent. Staff needs to know what to do if child is having a mild or severe allergic reaction to a known allergen. It was decided that the FARE Food Allergy Action Plan could be adapted and used for a child with any known allergen (e.g. insect stings, pollen, dust, etc.).

Care plans are on the HCCI website for children with other health care needs (e.g. Seizure Action Plan, Asthma Action Plan). Kelsey Stooksberry is the new CCNC and can be accessed anytime for health and safety questions.

Center Playground:

The center has a fenced grass outdoor play area immediately beside the center. The area features commercial climbing equipment and poured rubber surfacing. Benches are present. Shade is provided by trees. The Child Care Weather Watch

should be utilized to assess whether outdoor play is appropriate due to questionable weather conditions. A first aid kit is taken outdoors. In 2019 Iowa Department of Public Health Child Care Nurse Consultant Jane Matzen reviewed the outdoor play equipment being installed as well as review and assist with any and all other health and safety.

Center Transportation Arrangements/Field Trips:

The center does not provide transportation. Walking field trips are not being taken at this time. Groups may take walks around campus which is not considered a field trip.

Center Administrative Records:

Child misbehavior is addressed by redirection, positive reinforcement of appropriate behavior. The center is in compliance with regulations regarding required notices and postings and required written policies provided to parents in the form of a parent handbook.

All required postings such as Mandatory Reporter laws, No smoking signage, the center license and consultant contact information.

Staff and child records were examined during this inspection. Child Health Forms are available on the HCCI website. The physical exam portion will be completed and signed by a health care provider yearly for preschool aged children. Physicals should not be over a year old. SING checks and fingerprint results are current for all preschool employees. The program has employed several high school students so assist with the school age program.

Emergency Preparedness training is conducted annually with all staff on the EPP for the building. They signed and dated acknowledgement of such, but it has been over a year.

2. Identify Observed Strengths of the program

The center space was painted 3 years ago.

The center has a history of working with IDPH CCNC. This is duly noted.

The center Director and OSS have been long term employees of the program.

The program has had no formal complaints in the past 12 years.

3. Identify the aspects that fall below the standard

1. 109.6(4)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. These were overdue the date of the visit. As of 10/29/26 this has been CORRECTED for all employees.

2. 109.10(13)c: Center shall develop procedures for annual staff and volunteer training on emergency plans. The Director agreed to train all childcare staff on the EPP. All staff must have Essentials and all other trainings in IPOWER. Several staff do not have all trainings uploaded.

3. 109.11(5): Bathroom facilities: One toilet and sink for each 15 children over two years of age in room with ventilation. Built after 11/1/95 – at least one sink in same area as toilet. Adequate training seats or chairs for children under two years if used in lieu of plumbed toilet. New construction after April 1, 1998, shall have at least one sink provided in the program rooms for infants and toddlers. The classroom restroom as well as main restrooms do not have ventilation.

4. 109.11(8)b: Centers at ground level that use basement area as program space, or have a basement beneath program space: Testing and plan for remedy of radon is conducted. Radon testing within the past five years could not be located the date of the visit.

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5. 109.13(1 and 2): Center shall serve each child a full, nutritionally balanced meal as defined by CACFP guidelines. Staff shall provide supervision at table during snacks and meals. Children at center two hours or longer shall be offered food of not less than two hours and no more than three hours apart unless child is asleep. Menus shall be made available to parents and kept on file with substitutions noted. Avoid foods with high incident rate of causing choking. Some meals served by the NSLP do not meet CACFP guidelines for preschool age children.

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

The Director agreed to contact CCR&R and IDPH to assist with rectifying each issue. HHS phoned CCR&R Consultant Karen Lauer the date of the visit regarding the above violations. She agreed to support the program in efforts to make corrections.

5. Special Notes/Recommendations

The Director may meet with IDPH CCNC Kelsey Stookesbury and CCR&R Child Care Consultant Karen Lauer for licensing issues and best practice suggestions. It is recommended a program this size have a full time Director to oversee licensing. Board members can reach out to HHS or Child Care Resource and Referral at anytime with questions.

Based upon this review, it is recommended that this center remain in Full licensing status. The center is directed to correct the items listed in Section IV. The Director gave me a verbal commitment that the noted rule violations would be promptly corrected. It is important to note, all HHS licensing standards and procedures must be maintained during the renewal period.

HHS encourages you to contact Child Care Resource and Referral Consultant Karen Lauer. They offer centers assistance with meeting the HHS regulations, IQ4K, child concerns, room arrangement and environment, developmental concerns, Best Practice information, CDA assistance, or any questions or concerns you may have.

HHS encourages you to contact your local nurse consultant Kelsey Stooksberry. Iowa Department of Public Health Child Care Nurse Consultants (American Home Finding Association-Ottumwa) 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. Director Wessling agreed to work with the CCNC in 2026. CCNC is performing a Health and Safety Checklist on the facility later this year.

HHS made referrals to both CCR&R and IDPH after the visit in October. They agreed to assist the program with the above violations.

Date: 10/29/2026

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**.