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

Name of Center: Trinity Preschool & Daycare **Enrollment:** 70 **License ID No. (Reapplications)** 29154

Street: 900 11th Ave West **City:** Spencer Iowa **Zip** 51301 **County:** Clay

Mailing Address: PO Box 396, Spencer, IA, 51301

Director's Name: Jody Kleve **Phone Number:** 712-262-8282

On-Site Supervisor(s): Nicole Dowdy **E-Mail:** trinitypreschool.daycare@gmail.com

Date(s) of Visit: 07-31-2025

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

LICENSING VISITS

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

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 08-01-2025

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

Date Inspected: 02-05-2025

Comments :

LICENSE TYPE: X **Child Care** **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: X Infants (0-23 mo.) X 2 Years X Preschool-Age X School-Age

Get-Well Evening Care Special Needs

SCHEDULE: X Year-round School-Year Summer Only

HOURS:	*Year-round*	*School-Year*	*Summer Only*

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General	9		49	30	88
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 08-01-2023 to 08-01-2025
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Leann Steinhauer **Date:** 08-11-2025

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

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 07/31/25 I completed an unannounced visit at the Trinity Preschool and Daycare Center in Spencer IA. I was able to speak with Director Jody Kleve. Jodi has worked at the center since 1996. She was a classroom teacher prior to becoming the director. The program is in the Trinity Lutheran Church and makes use of rooms on two levels.

The program serves infants of at least one year of age through school age children and provides a 4-year-old preschool program. There are 60 children enrolled in the program during the summer. Enrollment will increase during the school year. There were 42 children present at the time of the visit.

All areas of the program were observed. These areas observed consisted of classroom observations and activities, nutritional practices, health and safety practices, playground observation, field trip and transportation practices, and administrative review.

During my visit to the center, I observed a situation in which a child became upset. Staff responded promptly and effectively, using appropriate de-escalation techniques. As a result, the child was able to return to the classroom quickly. The child also took responsibility for his behavior. This process was handled appropriately, demonstrating the staff's skill and professionalism.

Each room is organized into designated areas for play and rest, offering a variety of engaging activities for the children. The layout allows staff to always maintain clear visibility of all children. Visual aids displaying sight words, the alphabet, numbers, and shapes are posted throughout the rooms. Children's artwork is proudly displayed, creating a welcoming and stimulating environment. The center has an additional room on the lower level that they plan to utilize more fully as a sensory room and indoor gym for children. The children enjoy spending time in this room, which is equipped with a variety of age-appropriate toys. Appropriate handwashing practices were observed among both staff and children. Staff were actively engaged with the children, interacting with them at their level. Schedules of daily activities were posted.

The center playground has a large climbing structure and has rubber mulch for fall surfacing. The center has turf for part of the younger children's playground area. Shade is provided by several mature trees.

The center does have a full kitchen and meals are prepared on-site. The kitchen area was observed to be clean with good food storage and handling practices in place. The program is on the food program. A menu is posted and provides a variety of food choice options. The children eat meals at the lower level with the teachers eating with the children. .
Radon was completed and a mitigation system was put in. Radon testing was within the normal range. Annual furnace inspection was completed timely. First Aid Kits are sufficient to treat minor injuries. The center does not transport children. They utilize the Spencer Community school bus when going on field trips.

The goal of the center is to find a new curriculum. They also want to continue to work towards their IQ4K's certification.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The center has dedicated employees as evidenced by the length of their employment..

The program uses the Procare app to have ongoing good communication with the parents of the children in their care.

They have a positive relationship with the Pastor of the church.

The center generally closes a few days in August for deep cleaning and staff trainings.

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

109.4(2): Postings are required for:The certificate of license.Notice of exposure to communicable disease.Notice of decision to deny, suspend, or revoke center license or reduce to provisional status.Mandatory reporting requirements.Notice of availability of the handbook.Name and contact information of the HHS licensing consultant.Program activities and menus.All postings shall be conspicuously placed at the main entrance of the center.

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.

V. SPECIAL NOTES/RECOMMENDATIONS:

It is recommended to continue to work with CCRR for support regarding their IQ4K's certification.

The center has already corrected the aspects of operations that fell below standards.

A full license is recommended at this time at this time.

At least one visit will be made to the center during the next year.

*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.