Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: St Mark Early Childhood

Provider No.: 52980

Address: 3355 Kennedy Circle Suite #1, Dubuque, IA, 52002

County: Dubuque

Director's Name: Danielle Willis

On-Site Supervisor:

Phone Number: 5635527240

E-Mail: dwillis@stmarkyouthenrichment.org

HHS Visit Date: 01/09/2026

Licensing Period: 09/18/2025 to 08/01/2027

Fire Inspection:

Date Inspected: 08/22/2025

Comments:

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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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	15	18	19		52
Summer					0

1. Basic Overview

An unannounced first licensing visit was completed at this new center on 1/9/26. The center was first visited on 8/21/25 and given permission to open without a license effective 9/18/25. Present for the licensing visit was the approved center director, Danielle Willis, Ashley Hinzman, assistant director, and other staff. Danielle is qualified with many years of experience and training in child care and an Associate's degree in a non child related field. This center is not for profit and is managed by a board of directors. The center serves infants through preschool age children. The center director states the center uses the Growing Up Wild and Conscious Discipline Curriculums with a focus on nature and social-emotional learning.

The center includes the following licensed rooms: Dew drop den room (six weeks through 23 months), mossy hollow room (18 months through three years), and willow grove room (three through five years). Program rooms include restroom areas adjacent to the rooms with hand washing sinks and toilets as well as a hand washing sink and a food preparation sink within the program room. The dew drop den and mossy hollow rooms also include a diaper station within the program room. All program space was observed.

The center serves morning snack, lunch, and afternoon snack. The center does not participate in the CACFP. The center prepares food on site in the center's very clean and highly organized kitchen area currently by the assistant director.

2. Identify Observed Strengths of the program

The building was remodeled to meet the needs of an early childhood center specifically. The rooms are very well furnished with all new materials. Materials are organized and are accessible to the children. Program rooms are spacious and colorfully decorated. The center administration worked closely with their CCRR and CCNC consultants throughout the process of designing and opening the center as recommended. The center director reports that the board of directors is highly supportive of the center. The staff were observed to be highly engaged with the children in program activities, and the staff appear to work well together. The center director reports that the center has monthly staff meetings. Child and staff files as well as other required documentation for licensing were found to be highly organized.

3. Identify the aspects that fall below the standard

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.
1. Fire and tornado drills were not recorded for 12/2025.

109.11(4)b: Record of monthly inspections of outdoor recreation area and equipment shall be kept.

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1. Playground inspection was not documented for 12/2025.

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 the rules regarding combining different age groupings of children and what is allowed and when. Two year old children may not be combined with four year old children and three year old children may not be combined with six year old 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 compliance.

1. Ensure milk is served at lunch as it is a required component. Ensure menu items are credible for CACFP requirements (cereal bars are not credible).
2. Ensure all exit pathways include emergency plan postings.
3. Ensure kitchen door is kept closed at all times.

A full license is issued. 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: 02/16/2026

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**.