Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: Circle of Care-St Patrick Catholic School

Provider No.: 22605

Address: 615 Washington St, Cedar Falls, IA, 50613

County: Black Hawk

Director's Name: Jon Wiebers

On-Site Supervisor: Luella Jorgensen

Phone Number: 3192776781

E-Mail: jwiebers@cfcatholicschool.org

HHS Visit Date: 04/28/2026

Licensing Period: 05/01/2025 to 05/01/2027

Fire Inspection:

Date Inspected: 10/28/2025

Comments:

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

Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

HOURS:	*Year-round*	*School-Year*	*Summer Only*
Sunday			
Monday		6:45 AM to 5:30 PM	
Tuesday		6:45 AM to 5:30 PM	
Wednesday		6:45 AM to 5:30 PM	
Thursday		6:45 AM to 5:30 PM	
Friday		6:45 AM to 5:30 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	0	0	15	60	75
Summer					0

1. Basic Overview

On 04/28/26 I made an unannounced licensing visit to Circle of Care-St. Patrick Catholic School in Cedar Falls. I briefly met with Jon Wiebers, the director and principal at St. Patrick Catholic School. Mr. Wiebers started at the program in August 2022. He has a master's degree in educational administration. Mr. Wiebers was previously the director of two preschool programs where he was the superintendent of the schools. I also met with Luella Jorgensen, the on-site supervisor. She started at the program in August 1991. She was a teacher for children in grades first through third for 46 years. Ms. Jorgensen has a BA in philosophy/theology/education and a MA in reading specialist. There are two staff members present during the morning hours of operation and three staff members present during the afternoon hours of operation. This program was operated under the Department of Education and transitioned to be licensed under the Department of Human Services in May 2015.

Circle of Care operates out of the St. Patrick Catholic School library/multi-purpose room. An inspection of the room was completed. The program is in operation when school is in operation. It operates Monday through Friday. It opens at 6:45 am and provides care until school starts at 8:05 am. The preschool children are bussed over to Clover Patch Day Care at 8:10 am. It then operates after school 3:20-5:30 pm. There is an early out on Wednesdays so after school care starts at 1:30 pm. During the morning hours the program cares for preschool and school-aged children. After school, the program only cares for school-aged children. There are currently 70 children enrolled.

The program operates out of one room. Windows provide natural lighting. The centers observed include library, Ipads, blocks, Legos, games, art, math and puzzles. Materials were in good condition. The materials are stored in closets in the library and taken out and placed at child level, so they are easily accessible to the children.

CHILD CARE CENTER ANNUAL EVALUATION

I visited the program during the morning hours of operation. The program was in ratio during my visit. The children arrive and are checked in. They engage in free play until it is time to go to the school cafeteria for breakfast. Not all children go to breakfast; the children can make the decision whether to go or not. After breakfast, the children return to the space until school starts. The school age children go outside if weather allows. The preschool children remain in the space until the bus arrives.

Currently, children are walking alone to the cafeteria for breakfast and they return to the program space unsupervised. While they are in the cafeteria, there is an adult present, but the adult is not a childcare employee. Licensing standards mandate the children are always under visual supervision by a childcare employee. Last year for breakfast, a staff member walked the children who chose to eat breakfast down to the cafeteria and remained with them until it was time to return. You must remain in ratio in both the cafeteria space and the library/multi-purpose room.

The children have use of bathrooms in the school. There are two bathrooms in the hallway on the way to the cafeteria. The girl's bathroom has three toilets and two sinks and the boy's bathroom has two toilets, two urinals and two sinks. Handwashing procedures were posted. There are additional bathrooms in the school. There is a sink in the library/multi-purpose room. Handwashing procedures were posted.

The program is not on the Child and Adult Care Food Program (CACFP) but follows the guidelines. The children are provided with the option of eating breakfast in the school cafeteria in the morning, and they are provided with a snack in the afternoon in the cafeteria. Snacks, including the drinks, are being documented and were available for review. Breakfast menus were posted. The children use hand sanitizer prior to eating.

Ms. Jorgensen states if they have a lot of children in care in the afternoon the children eat snack in the cafeteria. If the numbers are lower, they eat snack in the library/multi-purpose room.

School cafeteria staff are responsible for cleaning and sanitizing the food tables in the cafeteria. R-T-U Quaternary FCS Sanitizer is being used on the food tables.

There was a phone and emergency numbers with the program's address and phone number were posted. Emergency fire and tornado procedures and evacuation diagrams were posted by the program door that leads to the school, but must be posted near the outdoor exit. A daily schedule was posted.

I reviewed documentation of monthly fire and tornado drills. I reviewed documentation of monthly playground inspections. They are being completed by maintenance.

The radon test was completed in May 2024 and is good for five years. Results were within EPA guidelines. The annual fuel burning inspection was completed and no concerns were noted. A carbon monoxide detector was on site near the sink. Outlets were protected. The fire marshal inspection occurred on 08/01/23.

The parent information is located on a bulletin board inside the entrance. The mandatory reporter, child care consultant and the handbook availability were posted. The license was conspicuously hung. A no-smoking sign was posted at the entrance.

The program uses the school's playground. The area is fenced in and offers the children a concrete area with basketball hoops. There is also an area with multiple pieces of climbing equipment, a climbing wall, swings, stepping stones, slides and tunnels. Astro turf is used for surface cushioning. Benches are available. The only source of shade would be from the school, but the program is not open during the summer months.

The program also has use of the school gym when they are unable to go outside.

2. Identify Observed Strengths of the program

Ms. Jorgensen has been with the program for many years. She knows the children and their families well. She is kind and it is obvious how much the children enjoy having her there. The children. Ms. Jorgensen was an elementary teacher prior to working in this program so she has worked with children a very long time.

CHILD CARE CENTER ANNUAL EVALUATION

The program meets a need for parents who need care for their children before and after school.

The preschool children ride a bus to Clover Patch Day Care after morning care.

The program is in a secure building.

Mr. Wiebers seems committed to providing a safe environment for the children. He made all the changes requested following last year's visit and made a licensing notebook.

There are two staff members present in the morning and they have a good routine for the children and good teamwork.

3. Identify the aspects that fall below the standard

109.10(14)a: The center and supervisor shall ensure that staff knows names and number of children assigned. Staff shall provide careful supervision.
Currently, children are walking alone to the cafeteria for breakfast and they return to the program space unsupervised. While they are in the cafeteria, there is an adult present, but the adult is not a childcare employee. Licensing standards mandate the children are always under visual supervision by a childcare employee. Last year for breakfast, a staff member walked the children who chose to eat breakfast down to the cafeteria and remained with them until it was time to return. You must remain in ratio in both the cafeteria space and the library/multi-purpose room.

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

N/A

5. Special Notes/Recommendations

A full license is issued for the remainder of the licensing period. All HHS licensing standards and procedures must be maintained during the renewal period.

Targeted Assessment: Behavior Management:
I discussed with Mr. Wiebers, the director/principal, the oversight of behavior management related to helping childcare staff: 1) Understand expectations, 2) managing frustrations, 3) monitor performance. Mr. Wiebers states he has a meeting with staff members at the beginning of the school year on how to address concerns if they arise. Mr. Wiebers states Ms. Jorgensen will text him if there are concerns and he pops in on the program unannounced. The expectation is that staff members will contact him and he will help. He wants to be hands-on.

Date: 04/30/2026

HHS Licensing Consultant: Becky Frost

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**.