Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: St Francis Xavier Early Education Center

Provider No.: 18210

Address: 203 2nd St SW, Dyersville, IA, 52040

County: Dubuque

Director's Name: Nancy Schlueter

On-Site Supervisor: none

Phone Number: 5638757376

E-Mail: nschlueter@xavier.pvt.k12.ia.us

HHS Visit Date: 08/27/2026

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

Fire Inspection:

Date Inspected: 03/26/2024

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

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HOURS:	*Year-round*	*School-Year*	*Summer Only*
Sunday			
Monday		6:30 AM to 6:00 PM	
Tuesday		6:30 AM to 6:00 PM	
Wednesday		6:30 AM to 6:00 PM	
Thursday		6:30 AM to 6:00 PM	
Friday		6:30 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			44	52	96
Summer					0

1. Basic Overview

An unannounced off year visit was completed at this center on 8/27/26. Nancy Schlueter, the center director and lead preschool teacher was present on the day of visit. Nancy has been with the program since its start in 2005. Nancy has her diploma in early childhood from NICC. She also has experience in other daycare centers and preschools for a total of 41 years of experience. The program is located in St. Francis Xavier Elementary School, a private Catholic school. The program offers preschool for three year old children and offers extended care for preschool, prek, and school-age children before and after preschool/prek/school for children who attend this school. The center director states the center uses the Creative Curriculum, Haggerty Language Curriculum, and center created theme based units. The center reports enrollment of 83 children at the time of this visit.

The licensed preschool program operates out of one classroom, room 113. The room provides numerous learning/activity centers for the children to explore and engage in creative activities including writing, blocks, dramatic play, library, art, trains, games and puzzles, manipulatives, computers, discovery/science, workbench and sensory table. The centers are arranged in a manner that provides plenty of space for the children to play and move about. The room is very organized with well-maintained and accessible materials. Before and after school care is provided in the auditorium/cafeteria space. All children are grouped together for before and after school care, however, the area is large, and the director states that children are grouped separately according to age requirements per licensing rules. The center has a cabinet in the auditorium with some materials and supplies for child care as well as a cart and two computers that are carted to the auditorium for additional supplies. The children are also able to use the school library and have music class once per week. The school gym provides for indoor large motor activity when the weather does not permit outside play. Room 113 has two adjacent bathrooms with one toilet and one sink each, and also has a child level sink in the classroom. The auditorium/cafeteria has two adjacent single toilet/single sink restroom areas. Required postings and child and staff files were reviewed. The

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licensing notebook including fire and tornado drills, first aid supplies, playground checklist, radon testing, fuel burning appliances inspections, and written policies were reviewed. All program space was observed. Health and safety practices were also reviewed including medication management, cleaning/sanitizing/disinfecting procedures, excluding ill children/staff, incident reports, and first aid kits.

Nutritional and food safety practices were observed. The center serves breakfast, lunch, snack, and later afternoon snack. Breakfast and lunch are provided by the school and are prepared by the school cafeteria staff. The school kitchen is licensed by the Department of Public Health and that license is current. Preschool snack is provided by the parents with the center providing the milk for snack. Snack is served in the preschool rooms for those children during preschool time. All children typically eat breakfast and lunch co-mingled in the school cafeteria/auditorium at their own designated child care center tables. The later afternoon snack is provided by the center and would also be served co-mingled in the auditorium/cafeteria space. The center does not participate in the CACFP but understands these requirements must be met for the snacks served at the center. School Lunch Program requirements are acceptable for breakfast and lunch and the later afternoon snack since those meals are provided by the school and the preschool and school age children eat these meals comingled.

2. Identify Observed Strengths of the program

The center is managed by a qualified and experienced director as noted above. The program room is bright and colorful with large windows and is spacious and very well maintained. The program room is decorated in child friendly themes for a pleasant appearance and provides a very good supply of materials and wall postings at the children's level. Cots are sanitized and bedding items are clean daily for the three year old preschool children. The school itself is clean and very well maintained. The school/center relationship is highly supportive. Staff and child files and other licensing information continue to be highly organized.

3. Identify the aspects that fall below the standard

N/A

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

N/A

5. Special Notes/Recommendations

Targeted Assessment: Behavior Management
I discussed with (director) their oversight of behavior management related to helping childcare staff: 1) Understand expectations, 2) managing frustrations, 3) monitor performance.
The center director provided the following responses:
1) When staff are hired they are given job standards and written policies. Mandatory training and continuing education reinforce staff's understanding and expectations of Behavior Management.
2) If staff are frustrated, I give them time to express themselves and work on a solution to the frustration. Staff take breaks and know to walk away when needed.
3) When working alongside staff I can monitor their behavior and respond accordingly.

The center was reminded of allowable age combinations. Three year old children may not be combined with six years and older 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.

1. Ensure staff receive at least six hours of creditable training annually (center director must have eight hours annually) in addition to maintaining the required certifications.

This center will continue with a full license. This report does not require a written response. Thank you.

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Date: 09/03/2026

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**.