Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: Sacred Heart School Pre-K

Provider No.: 30276

Address: 1111 4th Ave W, Spencer, IA, 51301

County: Clay

Director's Name: Charles Doyle

On-Site Supervisor: Amanda Frerk

Phone Number: 7125806350

E-Mail: cdoyle@spencersacredheart.com

HHS Visit Date: 04/01/2026

Licensing Period: 04/01/2026 to 04/01/2028

Fire Inspection:

Date Inspected: 07/18/2024

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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HOURS:	*Year-round*	*School-Year*	*Summer Only*
Sunday			
Monday	6:00 AM to 5:30 PM		
Tuesday	6:00 AM to 5:30 PM		
Wednesday	6:00 AM to 5:30 PM		
Thursday	6:00 AM to 5:30 PM		
Friday	6:00 AM to 5:30 PM		
Saturday			

Program Population Served:

- [X] Infant(0-<24 Months)
- [X] Toddler
- [X] PreSchool
- [X] School Age
- [ ] All Ages

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Aged	Capacity
General	24	14	20	95	153
Summer					0

1. Basic Overview

I completed an unannounced visit at the Sacred Heart Preschool and Daycare Center. The center recently hired a new director, Charles Doyle. Mr. Doyle is a licensed elementary teacher with many years of classroom experience. The program is located within the Sacred Heart School in Spencer and currently operates an infant room, a 1-year-old room, a 2-year-old room, and a 3-year-old room. The center is in the process of transitioning out of providing care for children under age two. This transition will occur gradually, allowing currently enrolled children to age out naturally.

The center's hours are Monday through Friday from 6:00 a.m. to 6:00 p.m. The summer school-age program operates Monday through Friday from 7:30 a.m. to 5:30 p.m. Their after-school program serves children ages four through sixth grade. They use the gym from 3:30 p.m. to 5:30 p.m. Monday through Friday and offer a variety of activity centers for the children. I appreciated that the program incorporates homework assistance as part of its after-school routine. The program also offers a summer schedule from 7:30 a.m. to 5:30 p.m., which includes academic activities in the morning and various afternoon field trips. Field trips are completed either by walking or by using a school bus for transportation. At the time of my visit, 48 children were enrolled and 41 children were present.

During the visit, I observed a variety of engaging classroom activities, along with the program's nutritional practices, health and safety procedures, playground supervision, and field trip and transportation routines. I also completed an administrative review. The program follows the Manzer Family Early Curriculum, a nurturing, Christian-centered approach designed to support the whole child. This curriculum weaves faith-based values into daily learning experiences, helping children grow socially, emotionally, academically, spiritually, and physically. Staff use guided exploration, hands-on activities, and age-appropriate lessons to encourage curiosity and confidence. The ABC–Jesus Loves Me curriculum is incorporated into the 2- and 3-year-old classrooms, providing structured learning that blends Bible stories, prayer, music, and meaningful play.

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Together, these curriculum components create a warm and supportive environment where children can explore, learn, and develop at their own pace within a faith-filled setting. Staff were engaged with the children at their level, offering consistent and supportive interaction. Examples included sitting alongside children during activities, helping them build with blocks, encouraging them during art projects, and gently guiding peer interactions. Each classroom had furniture arranged to support learning and play. Toys and materials were age-appropriate, clean, and well maintained. Items available included puppets, puzzles, dramatic-play materials such as a grocery store set, and other developmentally appropriate activities.

The classrooms are bright and welcoming, with large exterior windows that allow plenty of natural light to fill the space throughout the day. Each window is covered with a protective film that maintains privacy by preventing visibility into the building while still giving children the opportunity to look outside and stay connected to their surroundings. Every classroom is also equipped with child-height sinks, making it easy for children to independently practice proper handwashing and good hygiene as part of their daily routine.

Radon testing has been completed, and results were within normal levels. The center does not have fuel-burning appliances, so no additional inspection is required. Fire/tornado drills are completed monthly along with playground inspections.

The center has two playgrounds: one designated specifically for infants, which has soft turf surfacing and equipment in good condition. The school-age playground has been updated with rubber mulch surfacing, and the equipment is in good working order. The playground area offers adequate shade. Health and safety procedures were observed to be appropriate. Each room contained a first-aid kit stored out of children’s reach, clearly labeled, and fully stocked. Medication storage practices were compliant, and documentation was available for all medications administered. All required postings were visible and easily accessible

The center uses the ProCare app to communicate with parents.

The center is considering IQ4K certification and have been working with their CCRR Consultant.

2. Identify Observed Strengths of the program

This center has staff who are genuinely engaged with the children, creating a positive atmosphere through strong classroom management. They provide clear structure, consistent routines, and a well-balanced daily schedule that helps children feel secure, supported, and ready to learn.

The center maintains a welcoming and informative website that highlights their staff and provides families with an easy, user-friendly enrollment process.

3. Identify the aspects that fall below the standard

109.9(1)b: All files contain a pre-employment physical exam report completed within six months prior to hire and at least every three years. Physical exams shall be documented on form 470-5152, Child Care Provider Physical Examination Report.

109.9(1)c: All files contain documentation to indicate that ongoing staff training requirements are met, including current certifications in first aid/CPR and mandatory child abuse training.

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.

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109.13(5): Centers shall ensure that food preparation and storage procedures are consistent with the recommendations of the CACFPs.

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

5. Special Notes/Recommendations

Targeted Assessment: Behavior Management

I discussed with Mr. Doyle about their oversight of behavior management related to helping childcare staff: 1) Understand expectations, 2) managing frustrations, 3) monitor performance.

Mr. Doyle described his approach to staff support as focusing on three key expectations: helping staff clearly understand what is expected of them, assisting them in managing frustrations in a healthy and professional way, and monitoring performance to ensure consistent quality of care. He shared thoughtful insight into how he teaches and reinforces these expectations, noting that they are thoroughly addressed during staff orientation and remain a standing item at staff meetings to ensure continued growth and accountability.
Mr. Doyle reports that current staff have strong working relationships and are aware of their own “hot-button” issues, allowing them to collaborate effectively and seek help when needed. He makes daily rounds in the classrooms and reviews camera footage as part of his ongoing monitoring process, using any concerns or observations as opportunities for coaching and professional development. Staff confirmed that they feel comfortable asking for support, and they appreciate the open communication and guidance they receive.

A full license will remain in effect at this time.

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

Date: 04/03/2026

HHS Licensing Consultant: Leann Steinhauer

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**.