Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: Orchard Hill Church Preschool

Provider No.: 22892

Address: 3900 Orchard Hill Dr, Cedar Falls, IA, 50613

County: Black Hawk

Director's Name: Lexi Blaylock

On-Site Supervisor: Lexi Blaylock

Phone Number: 3192770564

E-Mail: director@orchardhillchurchpreschool.org

HHS Visit Date: 10/15/2026

Licensing Period: 11/01/2026 to 11/01/2028

Fire Inspection:

Date Inspected: 05/08/2026

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		7:30 AM to 5:00 PM	
Tuesday		7:30 AM to 5:00 PM	
Wednesday		7:30 AM to 5:00 PM	
Thursday		7:30 AM to 5:00 PM	
Friday		7:30 AM to 5:00 PM	
Saturday			

Program Population Served:

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

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Aged	Capacity
General	0	0	71	0	71
Summer					0

1. Basic Overview

On 10/15/26 I made an unannounced licensing visit to Orchard Hill Preschool in Cedar Falls. I met with Lexi Blaylock, the director. She started with the program in December 2024 and she has a BA in early childhood education. She has previous experience in a childcare center. The program employs five preschool teachers and seven childcare staff members.

The Orchard Hill Church Preschool was given permission to open in September 2008. The preschool is a mission of the Orchard Hill Church. The mission is helping children grow in a nurturing environment that promotes a life-long relationship with Jesus. The preschool operates out of two classrooms in the educational wing. The four and five-year-old program is Monday through Friday morning from 9:00 am until 12:00 pm or Monday through Friday afternoon from 12:30-3:30 pm. The program is part of the voluntary statewide preschool program. They are partnering with the Cedar Falls School District. The three and four-year-old program has the option of meeting Monday and Wednesday or Tuesday and Thursday morning from 9:00 am until 12:00 pm. The program also has a childcare classroom for the enrolled preschool children. The childcare program operates Monday through Friday 7:30 am until 5:00pm. There are 53 children enrolled.

An inspection of each classroom was completed. Windows provide natural lighting. The preschool rooms are decorated with the children's art projects, and posters to assist the children with the learning process, such as the alphabet, shapes, colors and numbers. The children's birthdays were posted. There is an area for circle time. Each room also had several pictures of the children and their families. The childcare room is decorated with the children's art projects.

The centers observed on the day of the licensing visit include library, Lego/blocks, table toys, games, puzzles, transportation, art, dramatic play, listening, writing, math, science/discovery, playdough, sensory table, woodworking, and music. Centers were arranged in a manner that allowed easy movement between activities, but it also allowed for clear

supervision by staff members. Materials were in good condition. The materials are located at child level so they are easily accessible to the children.

Rachel Marass is the lead teacher for the morning four and five-year-old class on Monday, Tuesday, Thursday, and Friday. Ms. Blaylock is the lead teacher for the afternoon four and five-year-old class Monday through Friday and on Wednesday morning. Stephanie Edgerton is the assistant for Ms. Marass during the morning class. The afternoon class does not require an assistant. Ms. Marass has a BS in education with a minor in early childhood education.

Angela Dunkerton is the lead teacher for the three and four-year-old class and Lydia Bohlmann is her assistant.

The preschool classrooms and the childcare room have two bathrooms with one sink and one toilet each. There is also a child-sized sink and an adult-sized sink in the preschool classrooms. The childcare room has two adult sinks and one child sink. Handwashing procedures were posted in all locations.

The curriculum is well balanced and incorporates Creative Curriculum and Handwriting Without Tears. The four and five-year-old class uses the Alphatales and ABC Sing-Along Flip Chart to teach letters. They use Number Tales to teach numbers. The three and four-year-old class uses Alphatales for letters. Play and Worship Curriculum is used occasionally for the Christian aspect of the program. The program focuses on a new Bible verse each week. Additionally, they focus on colors and shapes. They also learn a new number and letter each week. Each teacher prepares their own lesson plans and they were available for review. Ms. Marass and Ms. Blaylock complete GOLD assessments on the children and the preschool follow the Iowa Early Learning Standards. The preschool classes have parent/teacher conferences once each semester.

There were emergency numbers with the program's address and phone number posted in the classrooms and staff members have cell phones. Emergency fire and tornado procedures and evacuation diagrams were posted by the main program doors and outdoor exits throughout the program. A daily schedule was posted for preschool and childcare.

The program uses the Class Dojo app to communicate between parents and teachers. The program also uses the Brightwheel app for attendance, time sheets, registration and billing.

I reviewed documentation of monthly fire and tornado drills. I reviewed documentation of monthly playground inspections. The radon test was completed in August 2023 for the childcare room and is good for five years. Results were within EPA guidelines. The radon test for the preschool rooms was completed in November 2023. The results were within EPA guidelines.

The fuel burning inspection was completed last fall and no concerns were noted. The program has scheduled the fuel burning inspection for this fall. A carbon monoxide detector was in the three and four year old preschool room near the entrance and in the childcare room near the sink. Outlets were protected. The fire marshal inspection occurred on 05/08/26.

The program is not on the Child and Adult Care Food Program (CACFP) but follows the guidelines. The program provides the snacks for the four-year-old class because they are part of the voluntary state grant. The three-year-old preschool parents provide snacks at the beginning of each month and then the preschool chooses and serves snacks to the children. The parents also have the option of paying ten dollars each month in place of bringing snacks and then the preschool purchases the snack. Snacks are documented on a calendar for each preschool class. Snacks were observed to be stored according to NHSPS guidelines. There is a refrigerator in both rooms. There were thermometers present. Snack menus and allergies were posted. Disposable products are used so dishwashing is not necessary.

For the childcare program the center provides breakfast, lunch and a morning and afternoon snack. The center receives lunch from the Waterloo School System. Ms. Blaylock must pick lunch up and it is kept in a warmer in the childcare room. Parents also have the option of bringing a lunch from home. Family style is not used. Dishes are washed in the dishwasher in a room near the office. The childcare room has a lunch menu and snack menus but does not have a breakfast menu. You must keep a breakfast menu. Menus should be maintained and available for review during licensing visits so I can ensure CACFP guidelines are followed. This was cited in last year's report also. There is a refrigerator in the childcare room. There were thermometers present.

There is a refrigerator in the storage room next to the office. There were thermometers present. Food items were stored

according to NHSPS guidelines.

The center uses bleach and water to sanitize the food tables. Bleach bottles were clearly labeled.

The childcare room uses mats to nap. The mats are stored so they touch one another but they are sanitized after every use.

The parent information is located on a bulletin board outside of the preschool rooms. The mandatory reporter, childcare consultant and the handbook availability were posted. The license was conspicuously hung. A no-smoking sign was posted at the entrance.

There is an outdoor play area for the children at the church. The area is fenced in. There is climbing equipment with a slide. They added a second climbing structure that is made of wood. This has a slide, a climbing wall and a platform with other activities. There are two rocking toys for the children and two benches for the children to rest. Rubber mulch is used for surface cushioning. Trees provide shade. There is also a large grassy area. The preschool also has the use of the church gym for large motor activities when they are unable to go outside.

Staff and children's files were reviewed at the time of the licensing visit. I reviewed ten children files. They were in great condition.

I reviewed two staff files. One staff member had a recently expired first aid and CPR training course. Please update this as soon as possible. The employee did not have documentation of mandatory reporter training and an outdated physical.

I reviewed policy and procedures, staff and parent handbooks. The necessary written emergency procedures and policies were present. Emergency Preparedness Plans have been completed.

2. Identify Observed Strengths of the program

Staff members had terrific interaction with the children in each room. They made the learning environment fun and inviting. Staff members are enthusiastic and it came across in how they taught and interacted with the children. They interacted with the children at their level and offered them choices. They were flexible but maintained a routine for the children. Staff members had great teamwork. They each have jobs and roles within the classrooms and know what to expect from one another. Staff members provided easy to understand and clear directions for the children. They provided the children with praise and a calm environment and used positive redirection when necessary. Staff members change out centers routinely so that children do not get bored. Staff members modeled good manners for the children. They included children in activities and encouraged them to use their imaginations. They provided the children with good handwashing reminders.

Ms. Blaylock states the center has good communication between staff members and with the families they serve.

Ms. Blaylock states staff members support one another.

Ms. Blaylock states staff members are open to ideas and they are good at brining concerns to her.

There are "Meet the Staff" posters outside of the childcare room.

The program can use the gym when they are unable to go outside to use the playground.

Ms. Blaylock states the center is going to apply for an IQ4K level of 1.

The program partners with the Cedar Falls school district to provide the voluntary statewide four-year-old preschool program. They offer a morning and afternoon class.

The program has a childcare component to their program. Children enrolled in the preschool classes can also receive childcare before and after their preschool class and on the days they do not have preschool.

The program is a ministry of the church and it is Christian based.

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The program offers parent-teacher conferences once each semester.

3. Identify the aspects that fall below the standard

109.7(1): All staff (within first three months of employment):Iowa's training for the mandatory reporting of child abuse.At least one hour of training regarding universal precautions.Certification in First Aid infant, child, and adult cardiopulmonary resuscitation (CPR) or equivalent certification approved by the Department. A valid certificate indicating the date of training and expiration date shall be maintained.Certification in infant, child, and adult first aid that uses a nationally recognized curriculum or is received from a nationally recognized training organization including the American Red Cross, American Heart Association, American Safety and Health Institute, or MEDIC First Aid or an equivalent certification approved by the Department. A valid certificate indicating the date of training and expiration date shall be maintained.Minimum health and safety trainings, (Essentials) approved by the Department. If significant changes occur to content, the Department may require the training be renewed.
One staff member has been employed since 2023 and did not have documentation of mandatory reporter training.

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.
One staff member had an outdated physical.

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. All DHS licensing standards and procedures must be maintained during the renewal period.

Targeted Assessment: Behavior Management:
I discussed with Ms. Blaylock her oversight of behavior management related to helping childcare staff: 1) Understand expectations, 2) managing frustrations, 3) monitor performance. Ms. Blaylock states staff members know if they are frustrated, they can have another staff member step in to handle the situation or Ms. Blaylock will deal with it. Ms. Blaylock states the staff members have communicated on this topic and they all share ideas with one another and they bring new ideas to her. Ms. Blaylock states she encourages communication because she cannot help if she does not know what is going on. Staff members know they can walk out of the classroom to take a break.

To monitor, Ms. Blaylock states she tries to check in with staff members every day; both at the beginning and end of the day. She will also pop into rooms randomly throughout the day. She also believes she would be able to hear voices raised from her office.

Date: 10/21/2026

HHS Licensing Consultant: Becky Frost

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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**.