Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: Immanuel Lutheran Preschool

Provider No.: 21453

Address: 4820 Oster PKWY, Cedar Falls, IA, 50613

County: Black Hawk

Director's Name: Jackie Illian

On-Site Supervisor: Jackie Illian

Phone Number: 3192602005

E-Mail: jillian@immanuelcf.com

HHS Visit Date: 09/21/2026

Licensing Period: 10/01/2026 to 10/01/2028

Fire Inspection:

Date Inspected: 06/04/2026

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

CHILD CARE CENTER ANNUAL EVALUATION

HOURS:	Year-round	School-Year	Summer Only
Sunday			
Monday		7:00 AM to 5:00 PM	
Tuesday		7:00 AM to 5:00 PM	
Wednesday		7:00 AM to 5:00 PM	
Thursday		7:00 AM to 5:00 PM	
Friday		7:00 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	38	0	38
Summer					0

1. Basic Overview

On 09/21/26 I made an unannounced licensing visit to Immanuel Lutheran Preschool in Cedar Falls. I met with Jacqueline "Jackie" Illian, the director and lead teacher of the four-year-old preschool classroom. Ms. Illian has a BA in elementary and early childhood education and an MA in educational leadership. She started with the program in August 2017 and became the director in August 2018. Deb Werning is the associate for the morning class and Cindy Grimm is the associate during the afternoon class. Anne Dawson is the lead teacher for the three-year old preschool class and Brittany Downing is her associate. The program employs six staff members between the preschool and childcare program.

The preschool is in Immanuel Lutheran Church in Cedar Falls. They were given permission to open in this location on 08/24/16. The program was previously under the Department of Education and became licensed under the Department of Human Services in 2012. Immanuel Lutheran Church has offered preschool to children for over forty years.

The program offers a four-year-old preschool class Monday through Friday from 8:15-11:15 am and a second class 12:15-3:15 pm. The program contracts with the Waterloo School System to provide the voluntary four-year-old preschool program. They also offer a three and four-year-old preschool program on Monday and Wednesday or Tuesday and Thursday from 8:15-11:00 am. The program offers before and after care for the children who attend preschool. The extended hours are from 7:00-8:15 am and 11:15 am until 5:00 pm. There are 50 children enrolled. The children attend chapel each week.

The program operates out of two classrooms and a childcare room. An inspection of each room was completed. Windows provide natural lighting. The rooms are decorated with pictures of the children's families and with posters to assist the children with the learning process, such as the alphabet, colors, shapes, and numbers. The children's birthdays were posted.

CHILD CARE CENTER ANNUAL EVALUATION

There is an area for circle time in each preschool room.

The centers observed on the day of the licensing visit include library, blocks/Legos, listening, table toys, games, puzzles, transportation, art, sensory table, dramatic play, writing, math, science, Play-Doh, 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.

There is a sink in Ms. Illian's room and handwashing procedures were posted. There is a bathroom in her room also with one toilet and one sink. Procedures were posted. There are additional bathrooms outside of the room. The boy's bathroom has one toilet, two urinals and two sinks. The girl's bathroom has three toilets and two sinks. Handwashing procedures were posted in both locations.

The Creative Curriculum and a variety of other resources are used to create lesson plans in the four-year-old classroom. A variety of resources are used in the three-year-old classroom. GOLD assessments are completed on the four-year-old children. The four-year-old children are also assessed using the Brigance Development test at the beginning of the year and literacy screenings occur at the beginning, middle and end of the school year. The program incorporates a Religious curriculum into the program. They use Enduring Faith for the religious teachings. The four-year-old room uses Heggerty Phonemic Awareness. The program follows the Iowa Early Learning Standards. Lesson plans were available for review. They have parent-teacher conferences each semester.

There was a phone with emergency numbers including the program's address and phone number in the three and four-year-old classrooms. 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 in each room.

I reviewed documentation of monthly fire and tornado drills. I reviewed documentation of monthly playground inspections. The radon test was completed in September 2026 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 and is located near the sink in the four-year-old classroom in the childcare room on the east wall. Outlets were protected. The fire marshal inspection occurred on 06/04/26.

The center uses bleach and water to sanitize the food tables.

The children who stay for childcare use mats to nap.

The program does not participate in the Child and Adult Care Food Program (CACFP), but they follow the guidelines. Parents are given a snack calendar and they are responsible for providing the preschool classroom snacks. Parents are provided with a list of approved snacks. If the snack does not meet the guidelines the program is able to supplement. The snack is served in the classroom. Snack menus were posted and snacks are recorded as they are brought in for both preschool classrooms.

Children who stay for childcare bring a lunch from home. Their lunch is reviewed to make sure it meets CACFP standards and the program can supplement if necessary. The program provides the children with an afternoon snack. I reviewed menus and CACFP standards are being followed. Food items are stored according to NHSPS guidelines.

Dishes are washed in the kitchen. They use the three step method or the dishwasher. They use a refrigerator in the kitchen. A thermometer was present.

The playground uses woodchips for surface cushioning. There are slides, a climbing dome, a climbing wall and a sandbox with a cover. There is a grassy area.

The parent board is at the entrance. 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.

Staff and children's files were reviewed at the time of the licensing visit. I reviewed seven children's files. There were three missing physicals and one outdated physical. The program has 30 days to get physicals from parents so this will not be cited.

CHILD CARE CENTER ANNUAL EVALUATION

I reviewed two staff files. One staff member's Iowa background check (SING) and fingerprints expire in September, please remember to update these. One staff member did not have fingerprint results in her file. One staff member has not been taking six hours of on-going training each year. Make sure all six hours are taken each year.

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

Ms. Illian is back in the four-year-old classroom as the lead teacher. She is an incredible teacher and the children respond to her in an enthusiastic manner. She and her assistant had great teamwork. Both maintained positive conversation with the children. They interacted with the children at their level. They had fun learning activities that kept the children's interest. Ms. Illian discussed a Bible story and had a conversation with the children about the story in a manner that was easy for the children to understand. She included the children in the story by asking them questions. After the story they started circle time where they discussed the weather, went over the calendar, recited the Pledge of Allegiance and counted. The children got their wiggles out by dancing. Ms. Illian is flexible in her schedule to meet the needs of the children.

The three-year-old class was not in session during my visit because I visited during the afternoon. Ms. Dawson was filling in for the childcare classroom. Most children were napping in the childcare room but there was one child sitting at a table doing a quiet activity.

Ms. Illian states she went back to teaching to provide stability in the both classrooms.

Ms. Illian states they provide a quality preschool program for children.

Ms. Illian states they provide wraparound childcare for the children.

Ms. Illian states the program contracts with the Waterloo School System to provide the voluntary four-year-old preschool program during the morning and afternoon hours. They also offer a three and four-year-old preschool program.

Ms. Illian states they use experiences to teach the children, such as field trips and hands on cooking projects.

Ms. Illian states they make home visits for the three and four-year-old children prior to school starting. They also have parent-teacher conferences.

The program had a "family picnic" prior to the start of school.

A counter was added in the three-year-old classroom to help with organization.

Ms. Illian states they use walkie talkies to communicate between classrooms.

The program is in a secure building and there are cameras in the classrooms.

The four year old preschool class takes seven to ten field trips each year. The parents drive their own children.

The preschool incorporates a religious curriculum into the program.

They provide before and after childcare for students and this has made a big difference in their enrollment.

They provide the children with a lot of individualized attention. They work one on one with children and work with their parents. They work with the strengths of each child and foster independent thinking and focus on the child's own interests.

The program is using the Brightwheel app to communicate with parents, send pictures, attendance and billing for the program.

The children sing at a Sunday church service four times each year.

CHILD CARE CENTER ANNUAL EVALUATION

Ms. Illian has staff meetings on the first and third Tuesday every month. This allows staff members to share ideas and problem solves.

3. Identify the aspects that fall below the standard

109.9(1)a: All files contain:Copy of a department criminal history record check form or any other permission form approved by Department of Public Safety for conducting an Iowa or national criminal history record checkCopy of a request for child abuse information form, when applicable.Copies of results of Iowa record checks conducted through the SING for review by the department upon request.Copies of national criminal history check results.Any department issued documents sent to the center related to a record check, regardless of findings.
One staff member did not have fingerprint results in her file.

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. Illian her oversight of behavior management related to helping childcare staff: 1) Understand expectations, 2) managing frustrations, 3) monitor performance. Ms. Illian states they do not use physical restraint. They encourage communication with the child and talk with them about what they are feeling. They have implemented a calm down space. They are using the pyramid behavioral method.

Ms. Illian states new staff members receive orientation and all the staff members talk each day informally at lunch. They have formal staff meetings twice each month. If they see difficulties they speak with the parents and ask them if they see similar things at home and they work with parents to come up with solutions.

Ms. Illian states they always have two teachers in the classrooms plus a floater during the morning hours of operation so someone can take a break if they need to step out.

Ms. Illian states she monitors the situation by being present and she checks in with staff members individually to see how their day is going.

Date: 09/29/2026

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**.