Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: Vine Street Child Care Inc

Provider No.: 33501

Address: 2501 Vine St, West Des Moines, IA, 50265

County: Polk

Director's Name: Mandy Lechtenberg and Hollie Allen

On-Site Supervisor: Jessica Cozad, Logan Ely, and Devon McHarg

Phone Number: 5153270101

E-Mail: vinestreetchildcare@gmail.com

HHS Visit Date: 08/10/2026

Licensing Period: 09/01/2026 to 09/01/2028

Fire Inspection:

Date Inspected: 04/14/2026

Comments: West Des Moines Fire Marshal. Fire Marshal inspections are due every three years for licensing requirements. The city of West Des Moines typically does annual inspections.

Report Visit Type:

- [ ] PTO
- [X] Licensing Visit
- [ ] Drop In
- [ ] Administrative Change

License Type:

- [X] Full
- [ ] Provisional

Quality initiative:

Quality Rating: 3

- [ ] Accrediation

Program Duration:

- [X] Year-Round
- [ ] School Year
- [ ] Summer Only

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HOURS:	Year-round	School-Year	Summer Only
Sunday			
Monday	6:30 AM to 5:45 PM		
Tuesday	6:30 AM to 5:45 PM		
Wednesday	6:30 AM to 5:45 PM		
Thursday	6:30 AM to 5:45 PM		
Friday	6:30 AM to 5:45 PM		
Saturday			

Program Population Served:

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

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Aged	Capacity
General	58	138	144	0	340
Summer					0

1. Basic Overview

A licensing inspection was conducted on 8/10/26. Owner/director, Hollie Allen, was present for a portion of this inspection as was on-site supervisor, Logan Ely. On-Site Supervisor, Jessica Cozad, was present throughout the entire inspection.

All areas of the program were observed. These areas observed consisted of classroom observations and activities, ratios, nutritional practices, health and safety practices, playground observation, field trip and transportation practices, and administrative review.

Vine Street Child Care opened for business on 10/4/2010. In October 2019, the center moved into a renovated building/former school across the street. In 3/2026, the center combined the two buildings they own into one center and under the Campus definition of licensing. The center serves children six weeks in age up to five years in age using the Learning Beyond Paper Curriculum. There are a total of 21 classrooms, five in the smaller building (98 child capacity) and 16 in the bigger building across the street (242 child capacity). Total child enrollment on the day of the inspection was 228 children.

Mandy Lechtenberg and Hollie Allen are the owners/directors of the center. Jessica Cozad, Logan Ely, and Devon McHarg are the on-site supervisors.

NUTRITION: The center serves breakfast, lunch, and a PM snack to children. There is a full kitchen and the center also employs two cooks. The food menu met all CACFP requirements. Younger children eat in their classrooms. Children three and older eat in the cafeteria in the larger building. Food is catered over to the smaller building across the street.

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TRANSPORTATION/FIELD TRIPS: The center does not transport and they do not go on field trips. The center will bring different agencies into the program for presentations to children.

PLAYGROUND: The center has fenced in playground space at both buildings. Rubber matting is used for surfacing. There are shad structures as well as the buildings themselves that provide some shade. No issues were noted with any playground equipment. Monthly playground inspections are being conducted.

During the inspection, children were engaged in free-choice play at the smaller building. Staff were sitting on the floor and enteracting with children. In the larger building, when these classrooms were observed, most of the children were napping in cots or in cribs. Several infants were observed being held by staff while being bottle fed. Some infants were on the floor on their stomachs or backs and playing. Staff were sitting on the floor with these children. Toys, tables, chairs, cots, and cribs are being sanitized daily. Bedding is being washed at least weekly. Diapering tables are disinfected after each use. Staff questioned gave specific answers as to where they relocate to for monthly fire and tornado drills.

For more difficult child behaviors, center management puts an emphasis on communication with each other, with parents, and with children. Teamwork is also stressed. The center focuses on positive behaviors and they also reward and recognize their staff for their work several times throughout the year. The center also doesn't hesitate to reach out to other supports such as CCR&R.

2. Identify Observed Strengths of the program

Enrollment remains steady. The center has now combined both buildings into one center license.

There is a secure entrance into the center buildings. The center also has a camera security systems in place.

The center participates in the CACFP (food program). The center also employs two full-time cooks.

The center is participates in IQ4K which is a voluntary program based on best practice.

The center uses an electronic application (Pro-Care) for daily sheets, billing, and other functions.

Monthly staff meetings are held. Quarterly lead teacher meetings are also held.

The center has their own website and Facebook page.

The infants and toddlers have the learning curriculum used by the center incorporated into their day to day activities.

Some of the staff members speak multiple languages.

There is a good mix of tenured and newer staff.

The center offers staff benefits including, but not limited to a 401k plan, sick leave, T.E.A.C.H. program, competitive wages, etc. There is also an incentive program in place for good work.

There are special programs put on by the center throughout the year for parents including parent teacher conferences, parents night out, holiday programs, etc.

The center has a lot of storage space.

Children assessments are completed throughout the year.

The center is a host location for professional development training for staff from this center and other centers throughout the year.

There is an indoor gym when weather doesn't permit outdoor play.

The center continues to do PBIS training.

Staff reportedly work well with each other. Communication is stressed.

Management is organized.

3. Identify the aspects that fall below the standard

109.11(3)a: Center shall ensure that: Facility and premises are sanitary, safe, and hazard free. Sufficient lighting shall be provided. Sufficient ventilation. Sufficient heating. Sufficient cooling. Equipment placed in the program area is maintained so as not to result in injury to the children.
-------In two classrooms, sanitized toys and other equipment were being stored on the diapering tables. There shouldn't be any items on the diapering tables other than what is needed for diapering.

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

N/A.

5. Special Notes/Recommendations

Radon testing was completed 7/19/23 - 7/21/23 in one building and 1/7/26 - 1/9/26 in the other building. All classrooms came back with radon levels below the 4.0 cutoff. Because levels were below 4.0, the center can move to testing for radon at least every five years now. So long as radon levels remain below 4.0, they can remain on a five year plan. If at the next testing levels in any classroom come back 4.0 or higher, the center will have to have a mitigation plan, retest, and at least temporarily move back to testing every two years.

The center does not transport and they do not go on field trips. The center will bring in different agencies/individuals for presentations to children.

I-Power discussed at the visit. All staff appear to have I - Power profiles and training is consistently being uploaded to individual profiles.

A few children are in need of annual updates to their paperwork to ensure the most accurate information is listed.

It is recommended families list at least one authorized pick up person other than parents.

A new, full, two-year license is recommended.

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Date: 08/11/2026

HHS Licensing Consultant: Nate Knepper

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**.