Iowa Department of Human Services
CHILD CARE CENTER EVALUATION AND RECOMMENDATION FOR LICENSE

Name of Center: Urbandale Adventuretime-Karen Acres Elementary **Enrollment:** 45 **License ID No. (Reapplications)** 43773

Street: 3500 74th ST **City:** Urbandale Iowa **Zip** 50322 **County:** Polk

Mailing Address: 7110 Prairie AVE, Urbandale, IA, 50322

Director's Name: Jake Leonard **Phone Number:** 515-313-6550

On-Site Supervisor(s): Becky Larson **E-Mail:** leonardj@urbandaleschools.com

Date(s) of Visit: 11-05-2024

X **Licensing Visit** X **Unannounced Visit** **Off Year Visit** **Administrative Change**

LICENSING VISITS

New Application X **Re-Application** **NA**

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 10-16-2024

FIRE INSPECTION X **State** **Local** **NA** **Is Fire Inspection Approved?** X **Yes** **No** **NA**

Date Inspected: 07-12-2023

Comments : State Fire Marshal inspections are due every three years.

LICENSE TYPE: X **Child Care** **Preschool (ages 3-5 meets three hours or less per day)**

Financial Type: Profit X Non-Profit NA

Accredition: Accredited NAEYC NSACA Other X NA

Program Serves: Infants (0-23 mo.) 2 Years Preschool-Age X School-Age

Get-Well Evening Care Special Needs

SCHEDULE: Year-round X School-Year Summer Only

HOURS:	*Year-round*	*School-Year*	*Summer Only*

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General	0	0	0	200	200
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 12-01-2024 to 12-01-2026
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Nate Knepper **Date:** 11-06-2024

I. IF CURRENT LICENSE IS PROVISIONAL, IDENTIFY THE CORRECTIVE ACTIONS

N/A.

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

A licensing visit was conducted on 11/5/24. The on-site supervisor was present throughout the visit.

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.

Urbandale Adventuretime - Karen Acres Elementary was given permission to open under HHS (formerly known as DHS) licensing on 8/18/14. Previous to being licensed by HHS, the program was licensed by the Dept. of Education. All four of the Adventuretime programs are now licensed by HHS. This program serves school-age children who attend Karen Acres Elementary. For school days during the school year, children can attend 6:30am - 8:45am and/or 3:40pm - 6:00pm. For no school days and summer programming, Karen Acres students attend one of the other Urbandale Adventuretime programs. This program utilizes primarily the gym, cafeteria, and outdoor playground area, but they also have access at times to room 501 (which was not observed on the day of the visit as it was not in use).

The center is overseen by a Board. The director of all four Adventuretime programs as of 12/2021 is Jake Leonard. Jake has a BA degree, training, and several years of experience working in child care before/after school programs. The on-site supervisor of this location is Becky Larson. Becky has a BA degree and has worked for Urbandale Adventuretime for many years, including as an on-site supervisor at another Adventuretime program.

During the visit, children were all outside with their staff at the beginning of the visit. However, then it started to rain so the children and their staff came inside to the cafeteria. Staff were observed supervising and interacting with children and reminding them on one occasion to wash their hands after using the restroom.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The director is highly organized and has worked in child care for many years. The on-site supervisor is also organized and has many years' worth of experience working for Urbandale Aventuretime.

All staff wear Adventuretime or J-Hawk shirts which makes staff easily identifiable.

Staff use walkie talkies as needed to communicate with each other throughout the classrooms, playground, etc.

The director has quarterly meetings with other directors of before/after school programs in the western suburbs. Team leads between the five programs meet weekly for staff meetings. The on-site supervisor at this program has weekly staff meetings.

The program has a good working relationship with other school personnel.

All Adventuretime programs utilize the same handbooks, etc. Centers can assist each other (staffing, etc.) as needed.

All Adventuretime programs have access to the Urbandale School District behavioral specialist as needed.

A new playground structure along with new surfacing was installed over the past month.

The on-site supervisor stated staff work well with each other.

Enrollment has again increased over the past year.

IV. IDENTIFY THE ASPECTS OF OPERATION THAT FALL BELOW THE STANDARDS REVIEWED:

109.9(1)b: All files contain: A signed copy of DHS criminal history record check or any other permission form approved by the Department of public Safety for conducting an Iowa or national criminal history check. A copy of Request for Child Abuse Information. Copies of the results of Iowa records checks conducted. Copies of national criminal history check results. Any Department-issued documents sent to the center related to records check.
Number not in compliance: 1 staff member did not have the SING check fully completed. THIS ISSUE WAS CORRECTED THE FOLLOWING DAY FROM THE VISIT PER AN EMAIL EXCHANGE WITH THE DIRECTOR.

V. SPECIAL NOTES/RECOMMENDATIONS:

The center is exempt from environmental testing as they are located in a school and only serve school-age children at this location.

For field trips and transportation, the program contacts with the school district and take a school bus.

I -Power and IQ4K were previously discussed with the director. All staff should continue to upload their training certificates into their I-Power profiles.

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

*Note: If you are the Child Care Center Director and you feel something is unclear or unjustly cited, please contact your DHS Licensing Consultant to discuss the issue. The child care director may also send a response which will be placed in the licensing file.

*Note: If you are a member of the general public, there may be additional information contained in the public file. You may contact the DHS Licensing Consultant to inquire.