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

Name of Center: Westminster Preschool **Enrollment:** 47 **License ID No. (Reapplications)** 27278

Street: 4114 Allison Ave **City:** Des Moines Iowa **Zip** 50310 **County:** Polk

Mailing Address: 4114 Allison Ave, Des Moines, IA, 50310

Director's Name: Kalee Dykhouse **Phone Number:** 515-274-1534

On-Site Supervisor(s): N/A **E-Mail:** westminsterpreschooldsm@gmail.com

Date(s) of Visit: 03-10-2025

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:** 02-05-2025

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

Date Inspected: 04-22-2024

Comments : Fire inspections due at least every three years; completed 4/22/24 by Des Moines Fire Dept (E. Jacobson)

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.) X 2 Years X Preschool-Age School-Age

Get-Well Evening Care Special Needs

SCHEDULE: X Year-round School-Year Summer Only

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

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General			96		96
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 03-01-2025 to 03-01-2027
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Maggie Gibson, SWIV **Date:** 03-17-2025

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

N/A.

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

An unannounced full licensing visit was completed 3-10-25. Director Kalee Dykhouse was present for the entire visit.

Westminster Preschool has been in operation since 1989. The center currently provides child care and preschool programming to children between the ages of two through five years of age. As of December of 2020, Kalee Dykhouse has been the director. Kalee has a Master's degree in Early Childhood Education and was a prior On-Site Supervisor as another preschool in the metro area. Kalee meets qualifications to be the Director.

The center offers part time and full day classes. A wrap around classroom offers full day care to children. The four year old classroom is partnered with the public school and preschool is offered for 4 year old children with a morning session of 8:40 - 11:30 am or a PM session of 12:25 pm to 3:15 pm M-Th. The three year old session is from 8:30 am to 11:30 am M-F. The two year old classroom is offered 8:30: am to 11:30 am for a T-Th session. A combined 2-3 year old class is offered M-W from 8:30 am to 11:30 am. Warp around, full day care, is offered to all of the children who attend these classes, from 7:30 am to 5:30 pm.

In 2019 year round care was offered for children between the age of two through five years of age, providing care to children in the summer. Two classrooms are used during the summer months. The center has received positive feedback from parents and will continue to offer summer care, making this a year round program.

The center has a Preschool Board of Directors and is a ministry of the church.

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

Room observations/Activities: This center uses the Creative Curriculum and Project based learning; and the pro-care application to communicate with parents. There is a good variety of age/developmentally appropriate play centers and toys. The program uses bleach for cleaning. The center is very clean and nicely organized. The staff are in ratio and maintain structure in the classrooms. Staff were nurturing and responsive to the children and children were content. The classrooms are larger, with natural lighting along with a variety of play centers and toys. The program does have an infant room available when staffing becomes available. An administrative change may be completed at the time this area is opened to reflect changes in capacity. Discussion also took place that additional space is available and may be included in programming space, the director would inquire if /when this space is ready to be utilized. This space is adjacent to current programming space on the daylight level (Knox room 102)

Nutrition Practices: There is an on-site kitchen and dedicated kitchen staff. This program has menus that are already in line with CACFP (nutritional guidelines) expectations. Menus are posted and rotate every three weeks. Meals/snacks are served family style in the classrooms. Storage is very clean and organized. Discussion took place regarding an updated hood inspection, as the church is responsible for this inspection to be completed. There is a clear odor of natural gas from pilot

light of an older stove that is under consideration to be updated.

Health and Safety: Medications are stored securely in the rooms with the first aid kits which accompany the class outside to play as well. Fire/Tornado emergency plans are posted and drills are documented to have been completed monthly as required. Radon had been tested in 2022, due again in five years as testing indicated levels all below 4.0. HVAC is maintained by the church. There are carbon monoxide detectors in all classrooms.

Playground: Playground checks were completed as required. The playground is enclosed with chain link fencing; there are smaller play structures. Safety surfacing is rubber mats/wood chips that appear in good condition (there is some snow cover). The director indicated additional surfacing has been requested.

Transportation: NA

Administrative review: Postings for mandatory reporting information; handbook, license, fire/tornado exit plans and non-smoking signs were hung. A new poster for consultant contact was provided. Five staff files were reviewed with three needing updated SING checks, which the director completed while the visit was occurring. Five child files were reviewed, containing all necessary information.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The center offers varying times for classes and also offers full-day care.

The center has good communication with the parents.

The center has a strong partnership with the church where they are housed.

The center participates in community activities and exposes the children to different cultures and religions.

The center offers a large cultural event in the fall for families at the church; this is a free event for all families at the center. This did not take place during the pandemic.

The center has a Facebook page and a website.

The center receives positive feedback from families.

The teachers are welcoming and work well with the families.

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

109.9(1)d: 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.
Number not in compliance: 1
The director stated the employee does have an appointment set to update their physical.

109.9(2)b: 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.
Number not in compliance for medical: 1
Number not in compliance for dental: 1

109.10(1)a: Preschool (for children five years and younger not enrolled in school): Physical exam report submitted within 30 days of admission, was obtained no more than 12 months prior to admission, is signed by a licensed MD, DO, PA, Chiropractor or ARNP, and contains health history; present health status including allergies, medications, and acute/chronic conditions; and recommendations for continued care if necessary.
Number not in compliance: 1

V. SPECIAL NOTES/RECOMMENDATIONS:

A new two year full license is recommended.

The center's menus reflect the center is following CACFP guidelines.

The center completed radon testing in January of 2022 and all rooms fell below the 4.0 cutoff.

The boiler was replaced in 2022.

*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.