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

Name of Center: Westview Church Preschool **Enrollment:** 51 **License ID No. (Reapplications)** 28413

Street: 1155 SE Boone DR **City:** Waukee Iowa **Zip** 50263 **County:** Dallas

Mailing Address: 1155 SE Boone DR, Waukee, IA, 50263

Director's Name: Michelle Madden **Phone Number:** 515-340-8009

On-Site Supervisor(s): Amy Friedel **E-Mail:** michelle@westview.org

Date(s) of Visit: 03-27-2025

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:** 03-04-2025

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

Date Inspected: 10-04-2024

Comments : Waukee Fire Marshal.

LICENSE TYPE: **Child Care** X **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 X Preschool-Age 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	70	0	70
Summer					0

QRS Rating: 1

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 05-01-2025 to 05-01-2027
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Nate Knepper **Date:** 03-27-2025

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 3/27/25. The director was present throughout this 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.

Westview Church Preschool is located in the Westview Church in Waukee, IA. The preschool opened for business in 2000. The preschool utilizes two classrooms on the main level of the church. Room 106 and room 104 are combined now and have a capacity of 49 (they are opened up by a partition. Room 106 by itself has a capacity of 25 and room 10 a capacity of 24). Room 100 has a capacity of 21. A Waukee medical clinic as well as the Waukee Food Pantry are also housed in the church, but on the lower level.

The preschool serves children ages three to five years of age and children attend half-days during the week. Classes vary depending on children's ages. There are morning and afternoon classes. Classes are only during the school year from September. (after Labor Day) until mid/end-May. Children have to be toilet trained to attend. The preschool uses the Creative Learning Curriculum and the Handwriting Without Tears Learning Curriculum.

The preschool is overseen by a Board that consists of church members and parents. The director as of 6/2023 is Michelle Madden. Michelle has a BA degree in Elementary Education. Michelle also has past experience working in child care which includes being the director at a different program. Amy Friedel is the on-site supervisor. Amy meets the qualifications for on-site supervisor.

At the time of the visit (afternoon), only the four/five year old classroom was in session. Children were observed sitting at the child-size tables and chairs. Some children were doing art work and some children were playing with blocks. Children discussed with this consultant good times to wash hands and also where they specifically relocate to for monthly fire and tornado drills.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The preschool continues to have several long-term employees. Staff work well with one another.

The preschool has a good working relationship with the church.

The entrance is locked during the hours of preschool.

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

A classroom weekly newsletter as well as a yearly activity calendar is sent out to parents and this includes the weekly snack calendar (all primarily through the preschool website). If a parent/guardian requests, this information is also available by hard copy. The director also sends out monthly newsletters to parents and staff. The program also uses the electronic app, Dojo.

The program has a website.

Monthly staff meetings are held. Quarterly Board meetings are held that the director participates in.

Good staff/child interactions were again observed during the visit.

Children are eligible for free hearing, dental, and vision screenings.

The director is organized.

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

109.9(2)c: All files contain information regarding the specific health and medical needs of a child including information regarding any prescribed treatment.
For school-age programs in the child's school, all files include a statement signed by the parent that the immunization information is available in the school file.
Number not in compliance: 1 staff member did not have a current physical in the file.

109.15(5)b: Sanitary and safe methods in food preparation, serving, and storage sufficient to prevent transmission of disease, infestation, and spoilage are followed.
There was a box of cereal opened that was not sufficiently sealed while in storage.

V. SPECIAL NOTES/RECOMMENDATIONS:

Radon testing was last tested 6/21/21 - 6/25/21. Levels came back below the 4.0 cutoff. Because levels came back below 4.0, testing can next occur in five years (6/2026). If levels remain below 4.0, then retesting is every five years now. If at the next test in 6/2026, if levels are 4.0 or higher, retesting is needed and then again two years.

The annual furnace inspection was last completed 9/9/24 and 3/13/25.

The program uses a large, open grassy area for outdoor play as well as the open worship center area when weather does not permit outdoor play.

The program takes field trips, but parents are responsible for getting their children to the field trip destination and picking their child up. The program also invites agencies to visit to put on presentations for children.

The CACFP smart phone app was again discussed during the visit. This could be shared with parents.

I-Power was discussed at the visit. Staff should continue to upload their training certificates and hours into their profiles.

It was noted that one child new to the area will need to have their immunization records transferred over to a State of Iowa approved form.

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.