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

Name of Center: WEE Care at Timberline **Enrollment:** 22 **License ID No. (Reapplications)** 45635

Street: 2605 SE LA Grant Pkwy **City:** Waukee Iowa **Zip** 50263 **County:** Dallas

Mailing Address: 560 SE University Ave, Waukee, IA, 50263

Director's Name: Andrea Wilmes **Phone Number:** 515-987-5161

On-Site Supervisor(s): Abbie Andersen **E-Mail:** awilmes@waukeeschools.org

Date(s) of Visit: 11-13-2024

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

LICENSING VISITS

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

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 11-02-2023

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

Date Inspected: 10-01-2024

Comments : Waukee Fire Marshal. State Licensing requires inspections at least every three years. Waukee typically does annual inspections.

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: X Infants (0-23 mo.) X 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	6	7	16	0	29
Summer					0

QRS Rating: N/A

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

Licensing Consultant: Nate Knepper **Date:** 11-13-2024

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

N/A.

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

An off-year visit was conducted on 11/13/24. 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.

Wee Care- Timberline is a center that is located within a few classrooms in the Timberline School in Waukee, IA. The center was given permission to open on 8/17/15. This center serves children whose parents work for the Waukee School District. Children served range from six weeks in age to roughly five years in age. The center operates only during the school year. The center utilizes the Creative Learning Curriculum and is overseen by a Board. The center director is Andrea Wilmes. Andrea has been a director of related Waukee centers (BTB and Wee Care) since 2004. Andrea has her BA degree in Human Services and has been involved in child care since 1989. Abbie Andersen is the on-site supervisor at this location since 6/2021. Abbie has a Bachelor degree as well as past experience working in child care.

During the visit, a couple of infants were observed napping in cribs. Some toddlers were observed in free-choice play. In the three - five year old classroom, children were also engaged in free-choice play at the different learning stations made available to them. Children were also observed doing a big art project and working on spelling their own names. Staff were engaged with all children.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

This center runs very similar to the other Waukee Wee Care programs.

The center sends out a monthly newsletter to parents. In addition, monthly staff meetings are held. Communication between staff and parents as well as other staff are highly stressed. The center uses the online application, Brightwheel.

The on-site supervisors of the BTB programs and Wee Care programs meet monthly for meetings.

The center has their own website where additional and more specific information about the center can be found.

Staff pictures and bios are posted by the main parent board.

There is a washer and dryer on site.

The center participates in the "Catch" program which focuses on healthy eating and physical activity for children as well as the 5-2-1-0 program.

The center utilizes their nurse consultant and CCR&R.

There is a secure entrance into the preschool main area.

The center has access to the school nurse if needed. The center also has a good working relationship with other school personnel.

Meals are reviewed by the nutrition department through the Waukee School District.

Good child activities were observed in classrooms. Staff were actively engaged with children and their activities.

Staff work well together per the on-site supervisor. The on-site supervisor felt she had a really good team.

The on-site supervisor felt staff have really good relationships with the families they serve.

Enrollment remains steady.

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: 1staff file did not have the actual SING results. Fingerprint results were present and other documentation indicating record checks were completed, but the actual SING result form was missing.

109.11(7)c: All centers: Annual inspection prior to heating season of all fuel-burning appliances to reduce risk of carbon monoxide poisoning and shall install one carbon monoxide detector on each floor that conforms to UL Standard 2034.
An expired boiler inspection was the most current inspection filed.

V. SPECIAL NOTES/RECOMMENDATIONS:

Radon testing was last tested in classrooms 9/3/21 - 9/7/21. 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 most current boiler inspection expired in 8/2024.

As previously noted in past visit, for transportation/field trips, the center contacts with the Waukee School District. The center will also bring in different agencies for presentations to children throughout the year.

I-Power and IQ4K were discussed at the visit. Staff should upload their training certificates into I-Power and also keep hard copies of certificates in individual files.

*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.