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

Name of Center: Dorothy Mae Kids Academy **Enrollment:** 50 **License ID No. (Reapplications)** 52099

Street: 2506 142nd ST **City:** Urbandale Iowa **Zip** 50323 **County:** Polk

Mailing Address: 2506 142nd ST, Urbandale, IA, 50323

Director's Name: Karrie Bodecker **Phone Number:** 515-989-8599

On-Site Supervisor(s): Audrianna Arceo **E-Mail:** karrie.dmka@gmail.com

Date(s) of Visit: 05-17-2023

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

LICENSING VISITS

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

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 01-31-2023

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

Date Inspected: 01-20-2023

Comments :

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

Financial Type: X Profit 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: X Year-round School-Year Summer Only

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

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General	28	20	71		119
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 06-01-2023 to 06-01-2025
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Debbie Hammer **Date:** 05-25-2023

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

A full licensing visit was conducted on 5/17/23. The director/owner was present throughout the visit.

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.

This center was given Permission to Open on 2/21/23. Karrie Bodecker is the owner and director. Karrie owns another center in Ankeny. Karrie owned an in-home registered daycare for 21 years and has owned the center in Ankeny for 8 years. Karrie meets qualifications to be the director. Audrianna Arceo is the on-site supervisor, starting in this role in February of 2023. Audrianna has three prior years of experience in a childcare setting and meets qualifications for this role.

This a free standing building, which was once a residential home. There are seven enclosed classrooms and an area for indoor play. The infant room has a capacity for 25 children but will be capped at 12. There are two one year old classrooms, each with a capacity for 10, but both will be capped at 8. There is a two year old classroom that has a capacity for 20 children. There are two four/five year old classrooms, each with a capacity for 24 children and a three year old classroom with a capacity for 23 children. The total capacity for the center is 119.

The center serves children age 6 weeks to age five. Their hours of operation are from 6 am to 6 pm.

The center will have an outdoor playground separated into two sections, for younger and older children. The equipment and surfacing has arrived, however the ground is being prepped with a drainage system and the hope is to have the playground installed by the end of June, with fencing. The center has outdoor green space that is currently being used in the back of the building, as well as a section of the large parking lot in the back is sectioned off for trikes.

The center is using Creative curriculum and Handwriting without Tears curriculum. They have a curriculum coordinator and they have a theme of the week, as well as a letter, number, shape and color of the week with lesson plans. They will conduct assessments for each age group.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The center plans on applying for an IQ4K rating and has been in communication with CCR&R.

The center has cameras in every classroom that record and have audio.

The director/owner feels they have a strong and well rounded curriculum.

The classrooms are well equipped and allow for ease of movement.

The center has good enrollment for only being open a few months and they are slowly building enrollment.

The staff are invested in the center and committed.

The center holds monthly staff meetings.

The center uses the Tadpoles app which allows for real time communication with families.

The director will start sending out monthly newsletters to families.

The administrative team had teacher appreciation week in May and did something every day to show appreciation for staff. The administrative team brings in snacks and food for staff at least once a month.

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: 2
Two staff files reviewed did not contain a pre-employment physical exam report completed within six months prior to hire. One staff was hired in February and one staff was hired in March, neither had a physical exam report completed.

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: 3
Information lacking: One child file reviewed did not contain information regarding a preferred doctor, dentist or hospital. Two child files reviewed did not contain any information regarding a dentist.

109.10(15)b: Emergency instructions, phone numbers, and diagrams for fire, tornado, and flood shall be visibly posted and documented at least once a month for fire and tornado. Records shall be maintained for current and previous year.
Fire and tornado drills were not conducted or documented for the months of February, March or April of 2023.

V. SPECIAL NOTES/RECOMMENDATIONS:

The center has a year after opening to conduct radon testing.

The menus reflect the center is following CACFP guidelines.

The center has completed an emergency preparedness plan and disaster kit. The kit needed a few more items which the director/owner will have in the kit this month.

Currently two rooms are not open, the four/five year old classrooms. They hope to have these classrooms open by fall.

Discussion took place regarding the fire and tornado drills. They had a staff meeting recently and discussed the need to complete these drills. The director/owner will ensure these are completed and documented monthly.

The director/owner will ensure all child files have the necessary and required information.

The director believed staff had six months after hire to complete a physical exam report. The director will ensure all staff have a pre-employment physical completed within six months prior to hire.

The city of Urbandale issued a temporary certificate of occupancy that was set to expire on 5/31/23. The director/owner sent this consultant an email from the city stating "The temporary certificate of occupancy is renewable until all items are resolved. The City of Urbandale anticipates that all remaining items will be resolved shortly after which we will issue the Final Certificate of Occupancy."

A 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.