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

Name of Center: Drake University Head Start - Merle Hay **Enrollment:** 29 **License ID No. (Reapplications)** 50957

Street: 3800 Merle Hay RdSuite 323 **City:** Des Moines Iowa **Zip** 50310 **County:** Polk

Mailing Address: 3800 Merle Hay Rd Suite 323 , Des Moines, IA, 50310

Director's Name: Susan Abel **Phone Number:** 641-791-2922

On-Site Supervisor(s): Lisa Proctor **E-Mail:** susan.abel@drake.edu

Date(s) of Visit:

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

LICENSING VISITS

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

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 11-18-2021

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

Date Inspected: 04-06-2023

Comments :

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: Year-round X School-Year Summer Only

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

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General		8	34		42
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: Melinda Larson, Child Care Licensing Consultant **Date:** 07-22-2024

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

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

Drake University Head Start - Merle Hay opened in January 2020. This Head Start program is located in Merle Hay Mall. This Head Start offers a full day program to children ages three to five. There are secured entrances to the preschool. Drake University operates this Head Start program. Susan Abel is the coordinator of this program. The program has two classrooms. This Head Start program has an outdoor playground.

An unannounced visit was completed today. All areas subject to HHS licensing rules were reviewed. Mandatory postings are in place at the entrance. Classrooms schedules and lesson plans are in place. Classrooms are well furnished with age appropriate learning materials and supplies. Both classrooms are spacious and arranged in a way that children can easily access the labeled interest centers.

Lisa Proctor assisted with the administrative record review today. Merle Hay 1 and Merle Hay 2 were in session today. Merle Hay 1 had fourteen children present. Mallory Smith is the lead teacher. Shaniece Alford is the teacher assistant. Merle Hay 2 had fourteen children present. Victoria Smith is the lead teacher. Molly Painter is the teacher assistant. Children were observed in the classrooms and on the playground. Children were observed during teacher led group activities and child directed activities. Lunch time was observed. Staff read book and sang songs with the children. Staff assisted children with their individual activities.

The center serves breakfast, lunch and afternoon snack. The center contracts with Des Moines Public Schools for meals. Lunch served today was pancakes, yogurt, cheese sticks, pears, roasted chickpeas and milk.

The center has an outdoor playground. There is fencing around the playground. Surfacing is rubber tile. The center completes monthly playground checks.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Head Start programs are well supported preschool programs. These classrooms are very well supplied classrooms with age appropriate furnishings, toys and educational materials. Children benefit from Head Start's ability to access and support participation from other educational and health professionals.

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

NA

V. SPECIAL NOTES/RECOMMENDATIONS:

The center has a full license.

This program has added a toddler classroom. Capacity has been increased to 42.

*Note: If you are the Child Care Center Director and you feel something is unclear or unjustly cited, please contact me (phone 515-362-7823; email mlarson@dhs.state.ia.us) so that we may discuss the issue. If necessary, I can make a notation in your record. You may also send a letter that will be included in your licensing file noting any disagreement you may have with this report. If you have the need for any additional information discussed during my visit, please contact me and I will forward the information to you. Thank you.

*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.

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