Health and Human Services

# Iowa Department of Health And Human Services

## CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: Ellis I. Levitt Boys & Girls Club

Provider No.: 49578

Address: 705 E University Ave, Des Moines, IA, 50316

County: Polk

Director's Name: Neisa Taylor

On-Site Supervisor: Kahdejia Love

Phone Number: 5152805397

E-Mail: ntaylor@bgcci.org

HHS Visit Date: 11/10/2025

Licensing Period: 11/01/2025 to 11/01/2027

**Fire Inspection:**

Date Inspected: 09/26/2025

Comments:

**Report Visit Type:**

- [ ] PTO
- [X] Licensing Visit
- [ ] Drop In
- [ ] Administrative Change

**License Type:**

- [X] Full
- [ ] Provisional

**Quality initiative:**

- [ ] Accrediation

**Program Duration:**

- [ ] Year-Round
- [X] School Year
- [ ] Summer Only

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| HOURS: | *Year-round* | *School-Year* | *Summer Only* |
|---|---|---|---|
| Sunday | | | |
| Monday | | 7:30 AM to 5:30 PM | |
| Tuesday | | 7:30 AM to 5:30 PM | |
| Wednesday | | 7:30 AM to 5:30 PM | |
| Thursday | | 7:30 AM to 5:30 PM | |
| Friday | | 7:30 AM to 5:30 PM | |
| Saturday | | | |

**Program Population Served:**

- [ ] Infant(0-<24 Months)
- [ ] Toddler
- [X] PreSchool
- [X] School Age
- [ ] All Ages

| LICENSE CAPACITY | Infants | 2 Years | Preschool | School-Aged | Capacity |
|---|---|---|---|---|---|
| General | | | | 250 | 250 |
| Summer | | | | | 0 |

**1. Basic Overview**

Ellis I. Levitt Boys and Girls Club has been in operation for several years. The center made a decision to becomes licensed under DHS and this process occurred in December 2017. The center is located in Carver Elementary School. They provide before and after school care during the school year and summer. The center uses several classrooms, a gym, as well as having their own separate club room. The school has a secured entrance and the center has it's own secured entrance also. Neisa Taylor is the director of the Boys and
Girls Clubs. Kahdejia  Love is the on site supervisor. She has been with the Boys and Girls Club since 2017. She has a BA in Recreation Management.

An unannounced visit was completed on today's date. All areas subject to HHS licensing rules were reviewed. Mandatory postings are posted at the center's entrance. A schedule/lesson planning is posted also. Children are divided into five groups, based on ages/grades. The groups rotate through the center during programming. Activities, learning areas are set up in different areas. The center age has a nice supply of appropriate furnishings, games, toys and learning supplies.

K. Love assisted with the administrative record review. There were nine staff working today. One staff sits by the bathroom to assist and supervise the bathroom areas used by the center. There were ninety four children in attendance. Today children were observed playing large motor play activities in the gym. Children were making bead bracelets, doing art activities, reading, playing games and practicing for an upcoming talent show. All groups were at or above ratio requirements.

The center serves snack and dinner after school. During all day programming, all meals and snacks are provided. The center gets all their meals and snacks from Des Moines Schools.

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The center uses the school's playground. School staff maintain the playground. The center completes monthly playground checks.

The center uses their own vehicles for off site field trips.

**2. Identify Observed Strengths of the program**

This center has spacious programming space for children being served. The children are offered large motor play activities on a daily basis through the use of the gym and the school's outdoor playground. The center offers a variety of club and group activities for children to become involved in. This site serves dinner daily, in addition to after school snack.

**3. Identify the aspects that fall below the standard**

One staff needs to have updated first aid/CPR training.
Plan is for this staff to take training by next month.

Emergency drills were missed in July 2025.

**4. Any corrective action plans, provisional license, and safety plans-steps to get into compliance**

Some staff files didn't have current information at the center. Ashley Crawford did send information that wasn't in the staff files at the center.
Staff files should have all current information so administrative files can be reviewed timely.

**5. Special Notes/Recommendations**

The center has a full license.

*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 melinda.larson@hhs.iowa.gov) 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 HHS Licensing Consultant to inquire.

Date: 11/25/2025

HHS Licensing Consultant: Melinda Larson, Child Care Licensing Consultant

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Care License. Please take steps necessary to completely address each of the violations noted above.

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at **https://iowaccrr.org**.