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

Name of Center: Westview Church Preschool **Enrollment:** 52 **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:** 515-987-9954

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

Date(s) of Visit: 04-01-2024

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:** 03-27-2023

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

Date Inspected: 10-25-2023

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: 5

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 05-01-2023 to 05-01-2025
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Nate Knepper **Date:** 04-01-2024

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 4/1/24. 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.

During the visit, the three year old children were observed in their classroom and engaged in free-choice play. The four/five year old children were observed in the fellowship hall and engaged in large-motor activities. Staff were providing close supervision and engaging children in conversation and their activities.

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 is a QRS Level 5. The program is working on IQW4K now which has replaced QRS.

A classroom weekly newsletter as well as a yearly activity calendar is sent out to parents and this includes the monthly 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 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:

109.10(3)c: For ongoing, long term medications, authorization shall be obtained for a period not to exceed the duration of prescription.
There was on expired allergy medication in the three year old classrooms. EXPIRED MEDICATION IS A REPEAT ISSUE FROM LAST YEAR.

109.10(9): First aid kit: The center shall ensure that a clearly labeled first aid kit that is sufficient to address minor injury or trauma is available and accessible to staff at all times when children are: In the center. In the outdoor play area. On field trips.
All first-aid kits should be labeled.

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 2/5/24.

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 and IQ4K were discussed at the visit.

Brightwheel and Playground were discussed at the visit.

It is recommended child forms be consolidated as discussed at the visit. Only immunization records need to be kept separate from other child information in 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.