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

Name of Center: Westminster Preschool **Enrollment:** 47 **License ID No. (Reapplications)** 27278

Street: 4114 Allison Ave **City:** Des Moines Iowa **Zip** 50310 **County:** Polk

Mailing Address: 4114 Allison Ave, Des Moines, IA, 50310

Director's Name: Kalee Dykhouse **Phone Number:** 515-274-1534

On-Site Supervisor(s): N/A **E-Mail:** westminsterpreschooldsm@gmail.com

Date(s) of Visit: 02-13-2024

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

LICENSING VISITS

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

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 01-10-2023

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

Date Inspected: 03-23-2022

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: X Year-round School-Year Summer Only

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

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General			96		96
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 03-01-2023 to 03-01-2025
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Maggie Gibson, SWIV **Date:** 02-19-2024

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

N/A.

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

An unannounced off-year visit was completed 2-13-24.. The director was present throughout the visit.

Westminster Preschool has been in operation since 1989. The center currently provides child care and preschool programming to children between the ages of two through five years of age. As of December of 2020, Kalee Dykhouse has been the director. Kalee has a Master's degree in Early Childhood Education and was a prior On-Site Supervisor as another preschool in the metro area. Kalee meets qualifications to be the Director.

The center offers part time and full day classes. A wrap around classroom offers full day care to children. The four year old classroom is partnered with the public school and preschool is offered for 4 year old children with a morning session of 8:40 - 11:30 am or a PM session of 12:25 pm to 3:15 pm M-Th. The three year old session is from 8:30 am to 11:30 am M-F. The two year old classroom is offered 8:30: am to 11:30 am for a T-Th session. A combined 2-3 year old class is offered M-W from 8:30 am to 11:30 am. Warp around, full day care, is offered to all of the children who attend these classes, from 7:30 am to 5:30 pm.

In 2019 year round care was offered for children between the age of two through five years of age, providing care to children in the summer. Two classrooms are used during the summer months. The center has received positive feedback from parents and will continue to offer summer care, making this a year round program.

The center has a Preschool Board of Directors and is a ministry of the church.

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.

Room observations/Activities: This center uses the Creative Curriculum and Project based learning; and the pro-care application to communicate with parents. There is a variety of age/developmentally appropriate play centers and toys. The program uses bleach for cleaning. The center is very clean and nicely organized. The staff are in ratio and maintain structure in the classrooms. Staff were consistently observed to be nurturing and responsive with the children. The program plans to add an infant room that is nearly ready for use. An administrative change may be completed at the time this area is opened to reflect changes in capacity.

Nutrition Practices: There is an on-site kitchen and dedicated kitchen staff. This program is apply for CACFP and has menus that are already in line with those expectations. Menus are posted and rotate every three weeks. Meals/snacks are served family style in the classrooms. Storage is very clean and organized.

Health and Safety: Medications are stored securely in the rooms with the first aid kits which accompany the class outside to play as well. Fire/Tornado emergency plans are posted and drills are documented to have been completed monthly as required. Radon had been tested in 2022, due again in five years as testing indicated levels all below 4.0. HVAC is

maintained by the church. There are carbon monoxide detectors in all classrooms.

Playground: Playground checks were completed as required. The playground is enclosed with chain link fencing; there are smaller play structures. Safety surfacing is rubber mats/wood chips that appear in good condition (there is some snow cover).

Transportation: NA

Administrative review: Postings for mandatory reporting information; handbook, license, fire/tornado exit plans and non-smoking signs were hung. A new poster for consultant contact was provided. Five staff files were reviewed with three needing updated SING checks, which the director completed while the visit was occurring. Five child files were reviewed, containing all necessary information.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The center has many long term staff who work well together. Several staff have degrees, three with a Bachelor's degree, one with an associates degree and one with a para education degree. There are staff who have worked at this center from five to eleven years; out of the ten staff at the center, one has been with the center for 11 years, one for 7 years, one for 6 years and one for five years. A new staff member speaks Spanish fluently and this has been a benefit to the center.

The center offers varying times for classes and also offers full day care. The center recently added a summer component and will now offer year round programming for families.

The center has good communication with the parents and has an App, Bloomz, that they use with the parents for better communication.

The center has a strong partnership with the church where they are housed.

The center participates in community activities and exposes the children to different cultures and religions. This has looked different during the pandemic.

The center offers a large cultural event in the fall for families at the church; this is a free event for all families at the center. This did not take place during the pandemic.

The center has a Facebook page and a website.

The center receives positive feedback from families.

The classrooms are large with good room arrangement and well equipped centers, as well as providing natural lighting with several windows.

The teachers are welcoming and work well with the families.

There is strong communication between staff and management, as well as between staff and parents. The staff show strong teamwork.

The program conducted field trips with the children over the summer.

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: 3

SING or Iowa criminal history checks are required every 2 years; three SING checks were expired and the director completed those while files were reviewed.

V. SPECIAL NOTES/RECOMMENDATIONS:

The center's menus reflect the center is following CACFP guidelines.

The center completed radon testing in January of 2022 and all rooms fell below the 4.0 cutoff.

The boiler was replaced in 2022.

*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.