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

Name of Center: Kids West-Fairmeadows Elementary **Enrollment:** 94 **License ID No. (Reapplications)** 41574

Street: 807 23rd ST **City:** West Des Moines Iowa **Zip** 50265 **County:** Polk

Mailing Address: 3550 Mills Civic PKWY, West Des Moines, IA, 50265

Director's Name: Amy Dvorak **Phone Number:** 515-633-5018

On-Site Supervisor(s): Kim Schwab (pending official paperwork) **E-Mail:** fmkidswest@wdmcs.org

Date(s) of Visit: 10-03-2023

Licensing Visit **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:** 08-22-2022

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

Date Inspected: 09-28-2022

Comments : West Des Moines Fire Marshal. Licensing requires fire marshal inspections to be done at least every three years. West Des Moines typically does annual inspections. Another inspection was completed just prior to the school year starting for the new cafeteria and gym areas per the director. The director will send this consultant that form.

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.) 2 Years Preschool-Age X 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	0	0	0	150	150
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 11-01-2022 to 11-01-2024
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Nate Knepper **Date:** 10-04-2023

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 10/3/23. The director and new on-site supervisor were both present for 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. The most recent Covid updates were also reviewed.

Kids West Fairmeadows is a school-age program located within the Fairmeadows Elementary School in West Des Moines. The center predominately uses the gym, cafeteria (community room), media center, and outdoor playground area. The program was given permission to open by HHS (formerly known as DHS) on 8/22/14. Previous to this date, the center was under the Department of Education's supervision. There is a before and after school component as well as a full-day component during the summer and no school days. Before school hours are 6:30am - 8:55am and after school hours are 3:55pm - 6:00pm (with the exception of early out days). Full day programming is 6:30am - 6:00pm.

The center is overseen by a Board and owned by the West Des Moines School District. Amy Dvorak is the director of this program as well as the seven other related programs. Amy has her BS degree in Elementary Education and has been an employee of Kids West for a number of years. Kim Schwab is the pending on-site supervisor. Her on-site supervisor paperwork should be sent to this consultant and then her title updated in I - Power. It appears Kim meets the qualifications for the position after a conversation with her about her degree (BA) as well as past experience working for Kids West and child care in general.

During the visit, the children were observed in the cafeteria area and divided up into smaller groups. Children were observed in a variety of activities with the options made available to them (dramatic play, art, writing, etc.). Some children were outside on the blacktop area and the playground area. Staff were spaced out on the playground interacting and supervising children.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

There are quarterly director meetings with other, similar programs within the western suburbs. In addition, there are weekly team lead meetings for all of the Kids West Programs.

There is a secure entrance into the school during programming hours. Parents have to enter a code to gain access.

A nutritionist reviews all meal items.

Staff use walkie-talkies to communicate throughout different areas used by the center.

The center has a good working relationship with the school.

A staff person sits at a "communication desk" by the main parent board to greet parents and children and to ensure children are signed into/out of the center.

An electronic attendance tracker (Eleyo) is used to keep track of the number of children present. Remind is another electronic app used for extra communication with parents.

Staff pictures are posted near the main parent board.

The on-site supervisor appears organized.

The on-site supervisor stated she felt staff worked really well together.

Enrollment remains steady.

A new cafeteria and gym were built within the past year.

The center has a lot more storage space now with the new additions.

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

109.11(3)a: Center shall ensure that: Facility and premises are sanitary, safe, and hazard free. Adequate indoor and outdoor space is provided. The outdoor area shall include safe play equipment and area of shade.
I regards to one climbing structure, one of the steps is still broken on the ladder. The tarp underneath the wood chips are also exposed in a few areas and this creates a tripping hazard. BOTH OF THESE ISSUES ARE REPEAT ISSUES FROM LAST YEAR'S VISIT.

V. SPECIAL NOTES/RECOMMENDATIONS:

The center is exempt from environmental testing as they are located in a school and only serve school-age children at the center.

For field trips, the center contracts with the school district for transportation.

IQ4K and I- Power were previously discussed with the director.

Because of the new additions, the director should send this consultant an updated floor plan as well as the West Des Moines Fire Marshal inspection that the director stated was provided to them just before school started this year.

The on-site supervisor paperwork should be sent to this consultant via PDF email. This information will then need to be added into I - Power by the director/on-site and await approval from this consultant.

It is recommended that outdoor playground floor mats be purchased and placed on the ground under the swings to help with the wood chip surfacing from becoming insufficient.

*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.