Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: Little Learners Club - Vince Meyer

Provider No.: 52929

Address: 430 Ashworth Dr, Waukee, IA, 50263

County: Dallas

Director's Name: Andrea Wilmes

On-Site Supervisor: Madisyn Anderson

Phone Number: 5159875161

E-Mail: awilmes@waukeeschools.org

HHS Visit Date: 09/10/2025

Licensing Period: 10/01/2025 to 10/01/2027

Fire Inspection:

Date Inspected:

Comments: The last Fire Marshal inspection on file was from 8/21/23. The director and on-site supervisor both stated the Waukee Fire Marshal was out sometime in August 2025 and they are awaiting the reports. For licensing regulations, these are due at at least every three years.

Report Visit Type:

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

License Type:

- [X] Full
- [ ] Provisional

Quality initiative:

- [ ] Accrediation

Program Duration:

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

Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Program Population Served:

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

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Aged	Capacity
General	0	0	48	0	48
Summer					0

1. Basic Overview

A licensing inspection was conducted on 9/10/25. The director and the 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.

Little Learners Club - Vince Meyer Elementary, is located in two classrooms within the Vince Meyer building and was given permission to open on 8/25/25. The center utilizes two classrooms and both classrooms are connected to each other and have capacities of 24 children each. Children have to be four years old to attend. The center utilizes the Creative Learning Curriculum and the Haggerty Learning Curriculum with children. The program is open year-round and runs from 7:00am - 5:30pm.

This center and the other BTB programs and Wee Care programs are owned by the Waukee School District and overseen by a Board. Andrea Wilmes is the director of all programs. Andrea has a BA degree related to child care. Madisyn Anderson is the on-site supervisor of this location. Madisyn has an AA degree related to child care and has past experience working in child care.

At the time of the inspection visit, children in both classrooms were observed engaged in free-choice play at the different learning stations made available to them. Children were observed playing with manipulative toys, dramatic play toys, blocks, and art. One classroom initially was having group/calendar time and singing songs. Staff were spaced out in both classrooms and staff were positively interacting with children.

2. Identify Observed Strengths of the program

The director and on-site supervisor both have a lot of experience working in child care. Both are organized.

All of the BTB programs, Wee Care programs, and Vince Meyer have a curriculum specialist and a behavioral specialist at their disposal.

The center has a good working relationship with other school personnel.

The director meets with other directors of the western Des Moines suburbs for meetings.

CHILD CARE CENTER ANNUAL EVALUATION

On-site supervisors of all of the programs meet weekly for meetings.

Monthly staff meetings will be held at this site for staff working at this program.

All of the programs have the same handbooks, administrative people, and can share staff as needed. There is continuity.

Staff photos and bios are posted outside of the two classrooms.

3. Identify the aspects that fall below the standard

109.9(2)d: All files contain sufficient information and authorization to allow the center to secure emergency medical and dental services at any time child is in center's care.
One child file reviewed did not have doctor and dentist information listed.

109.11(3)a: Center shall ensure that: Facility and premises are sanitary, safe, and hazard free. Sufficient lighting shall be provided. Sufficient ventilation. Sufficient heating. Sufficient cooling. Equipment placed in the program area is maintained so as not to result in injury to the children.
The dangling cords to the computer in one of the classrooms should be behind the desk so that they don't present as a possible hazard for children playing nearby.

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

N/A.

5. Special Notes/Recommendations

Radon testing is due one year after the center's open date so this is due in both classrooms no later than 8/25/26. Classrooms will need to be below the 4.0 cutoff. If below 4.0, the center can move to testing for radon at least every five years now. So long as radon levels remain below 4.0, they can remain on a five year plan. If at the next testing, levels in any classroom come back 4.0 or higher, the center will have to have a mitigation plan, retest, and at least temporarily move back to testing every two years.

Annual boiler/HVAC inspections will be needed.

The center does not go on field trips and they do not transport children. The center will bring in different agencies for presentations to children.

The Waukee School Nutritional Department provides all meals to children.

All staff will need to create I - Power profiles and be uploading training (if not automatically uploaded after profiles are created). It was noted previous to the inspection that this program and another new, related program are unable to get into I - Power. This issue has been sent to the HHS Helpdesk for correction.

A new, full, two-year license is recommended.

Date: 09/11/2025

HHS Licensing Consultant: Nate Knepper

CHILD CARE CENTER ANNUAL EVALUATION

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**.