Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: Wee Care at Northwest

Provider No.: 51514

Address: 655 NW 10th Street, Waukee, IA, 50263

County: Dallas

Director's Name: Andrea Wiles

On-Site Supervisor: Jennifer Ledbury

Phone Number: 5159875161

E-Mail: awilmes@waukeeschools.org

HHS Visit Date: 08/19/2026

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

Fire Inspection:

Date Inspected: 08/04/2025

Comments: Waukee Fire Marshal. Fire Marshal inspections for licensing are due at least every three years.

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		7:00 AM to 5:00 PM	
Tuesday		7:00 AM to 5:00 PM	
Wednesday		7:00 AM to 5:00 PM	
Thursday		7:00 AM to 5:00 PM	
Friday		7:00 AM to 5.00 PM	
Saturday			

Program Population Served:

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

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Aged	Capacity
General	8	8	11	0	27
Summer					0

1. Basic Overview

An off-year inspection was conducted on 8/19/26. The staff person in charge was present throughout this inspection.

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.

Wee Care at Northwest is a center that was given permission to open on 8/16/21 under HHS supervision. The center is located within the Waukee Northwest High School and serves children six weeks in age to five years in age using a combination of the Creative Learning Curriculum and their own curriculum. The center is only open during the school year, but the program typically opens a week before school starts. There are three classrooms.

The center is owned by the school and overseen by a Board. Andrea Wilmes is the director of this program as well as the other Wee Care, Beyond the Bell programs, and Vince Meyer within the Waukee School District. Andrea has a BA degree and has been involved in child care since 1989. Jennifer Ledbury is the on-site supervisor. Jennifer has three years of college education, past experience working in child care, and has taken a number of professional development classes.

NUTRITION: The center serves children an AM snack, lunch, and a PM snack. Meals are prepared by the high school kitchen staff. Snacks are kept on site in the center kitchenette. All food storage was sufficient. Menus are planned for the week and all food items met CACFP requirements. Children eat in their classrooms.

TRANSPORTATION/FIELD TRIPS: The center will contact with the Waukee School District for any transportation needs

for field trips that are not within walking distance. Most field trips are within walking distance. The program will also bring in different agencies/groups for presentations to the children. For all field trips, children's emergency contacts and a first-aid kit are taken along.

PLAYGROUND: The playground is adjacent to the school building and entirely fenced in. No issues were noted with any climbing structures or other playground equipment. The building provides some shade. Monthly playground checks are being conducted.

At the time of the inspection, all children were either getting ready for afternoon naps or already napping. Cot and crib spacing was sufficient. Safe sleep was being practiced for infant children. Child hand washing was observed in the three - five year old classroom before naps. Toys, tables, cribs, cots, etc. are being cleaned and sanitized daily. Staff questioned gave specific answers as to where they relocate to for monthly fire and tornado drills.

For more challenging child behaviors, the center put an emphasis on communication. This includes communication between staff, communication between staff and children, and communication between staff and parents. Other professionals are also involved for more severe child behaviors. Staff focus on modeling positive behaviors for children. Behavioral plans are incorporated if needed.

2. Identify Observed Strengths of the program

This is a center that meets a need in a growing community. Enrollment is steady.

The center was very clean and also smelled clean.

The center uses the Bright Wheel app for increased communication with parents.

The director and the on-site supervisor have a lot of experience working in child care.

Staff questioned believe they have a good team and they work well with each other.

There are good community partnerships and all of the BTB, Wee Care programs, and Vince Meyer run very similar since under the same management.

The program also has a good working relationship with the school and school personnel.

The Wee Care and Beyond the Bell programs have a behavioral specialist on staff who rotates between the different programs.

Staff bios and pictures are posted.

The center has a good working relationship with the families and children they serve.

3. Identify the aspects that fall below the standard

109.8(1)a: All staff in ratio: At least sixteen years of age. Those staff persons who are under the age of 18 shall: Not be the sole provider on the premises. Not provide transportation to children in care. If staff person under the age of 18 are providing care without an adult, they shall only provide care to school-aged children. May be utilized for brief periods of absence (not to exceed 5 minutes) and scheduled nap periods for children over two years of age.
There was a 17 year old staff member in the infant area. This issue was discussed during the inspection and appeared to be only an issue on this particular day.

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 soap and water bottle and the bleach bottle in the infant classroom needed to be relabeled.

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

N/A.

5. Special Notes/Recommendations

Radon testing was last completed 9/3/21 - 9/8/21. All classrooms came back with radon levels below the 4.0 cutoff. Because levels were 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. THE CENTER WILL BE DUE AGAIN FOR RADON TESTING IN 9/2026.

The boiler inspection report was last completed in 8/2025 and will be due again in 8/2026.

I - Power was again discussed at the inspection. It appears all staff have I - Power profiles and training is being uploaded. If any staff is no longer employed at this location or working at this location, they should be removed from the center's overall profile.

It was again noted that one staff is again due for fingerprinting in 9/2026.

Date: 08/20/2026

HHS Licensing Consultant: Nate Knepper

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**.