Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: McKee Extended Day Program

Provider No.: 28293

Address: 2116 E 39th CT, Des Moines, IA, 50317

County: Polk

Director's Name: Zoe Hauptmann

On-Site Supervisor:

Phone Number: 5152428548

E-Mail: Kristin.Rourk@dmschools.org

HHS Visit Date: 10/30/2025

Licensing Period: 10/01/2024 to 10/01/2026

Fire Inspection:

Date Inspected: 09/25/2024

Comments:

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		8:00 AM to 3:00 PM	
Tuesday		8:00 AM to 3:00 PM	
Wednesday		8:00 AM to 3:00 PM	
Thursday		8:00 AM to 3:00 PM	
Friday		8:00 AM to 3:00 PM	
Saturday			

Program Population Served:

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

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Aged	Capacity
General			20		20
Summer					0

1. Basic Overview

This program (EDP) is located in the McKee Learning Center. Children attend preschool and are able to attend a wraparound/child care program for the other part of the day. In 2014, the extended day program became licensed by DHS. Kristin Rourk is the Director of Early Childhood Education. Zoe Hauptmann is the principal. The staff in the extended day program have at least a two year degree, a CDA or are a para-educator. The school has secured entrances.

An unannounced visit was completed on today's date. All areas subject to HHS licensing were reviewed. Mandatory posted are in place at the classroom entrance. The classroom schedule is posted. A current lesson plan was posted. The classroom is well supplied with age appropriate furnishings, toys and learning materials.

There were two staff working today. The afternoon class was observed today. Sixteen children were present today. Children were seen in the classroom. Children were observed during circle time and during child directed play and learning time. Children were playing in the learning centers and doing table activities. Both staff were assisting the children throughout the visit.

Children attending the morning session are provided breakfast and lunch. Children attending the afternoon session are provided lunch and afternoon snack. The school cafeteria provides all meals and snacks. Des Moines Schools follow CACFP guidelines.

The school's playground is age appropriate for the preschool. The school serves all preschool age children. The school staff maintain the playground.

Des Moines Schools use their own buses for school transportation.

2. Identify Observed Strengths of the program

The classroom is well supplied with age appropriate learning supplies and toys. Children are able to attend all day programming. Lead teachers have a CDA or AA degree.

3. Identify the aspects that fall below the standard

109.7(2): Center directors and all staff have the required contact hours of training.
Des Moines Schools switched the training organization from Vector to Educational Impact, which isn't a training organization approved by HHS nor is it on the IACET Accredited list. Staff need to take the required training hours within HHS approved training organizations.

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.,
Several children's files were missing required information.

109.9(2)i: Preschool (for children five years and younger not enrolled in school): Physical exam report submitted within 30 days of admission, was obtained no more than 12 months prior to admission, is signed by a licensed MD, DO, Chiropractor, PA, or ARNP, and contains health history; present health status including allergies, medications, and acute/chronic conditions; and recommendations for continued care if necessary.
Several children's files were missing current physicals.

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

Extended Day Programs have had a lot of challenges having complete administrative records, particularly concerning are the staff files. There are times staff files are incomplete and some times staff have had required information but it has to be located. This has been an ongoing concern and has been addressed repeatedly. If there isn't improvement, the license will be changed to a provisional license.

Staff reported they were told they didn't have to document monthly tornado and fire drills since the school does monthly drills. HHS was not consulted on this decision. The center is a separate licensed child care center and does need to document their tornado and fire drills on a monthly basis.

5. Special Notes/Recommendations

*Note: If you are the Child Care Center Director and you feel something is unclear or unjustly cited, please contact me (phone 515-362-7823); email melinda.larson@hhs.iowa.gov) so that we may discuss the issue. If necessary, I can make a notation in your record. You may also send a letter that will be included in your licensing file noting any disagreement you may have with this report. If you have the need for any additional information discussed during my visit, please contact me and I will forward the information to you. Thank you.

*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.

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Date: 11/13/2025

HHS Licensing Consultant: Melinda Larson, Child Care Licensing Consultant

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**.