Health and Human Services

# Iowa Department of Health And Human Services

## CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: Vine Street Child Care Inc

Provider No.: 33501

Address: 2501 Vine St, West Des Moines, IA, 50265

County: Polk

Director's Name: Mandy Lechtenberg

On-Site Supervisor: Hollie Allen and Jessica Cozad

Phone Number: 5153270101

E-Mail: vinestreetchildcare@gmail.com

HHS Visit Date: 03/02/2026

Licensing Period: 09/01/2024 to 09/01/2026

**Fire Inspection:**

Date Inspected: 03/31/2025

Comments: West Des Moines Fire Marshal. Fire Marshal inspections are due every three years for licensing requirements. The city of West Des Moines typically does annual inspections.

**Report Visit Type:**

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

**License Type:**

- [X] Full
- [ ] Provisional

**Quality initiative:**

Quality Rating: 3

- [ ] Accrediation

**Program Duration:**

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

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**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 | 58 | 138 | 144 | 0 | 340 |
| Summer | | | | | 0 |

**1. Basic Overview**

An addendum is being made to the center license as both centers are being combined into one center (center campus definition) as of 3/1/26. Center Vine Street KT number 52618 will now be part of Vine Street KT 33501. Total capacity will change to 340 children. Vine Street KT 52618 has five classrooms and a total capacity of 98 children. Vine Street KT 52618 was last inspected on 2/10/26. No licensing violations were observed at that inspection. Radon testing at Vine Street KT 52618 was last conducted 1/7/26 - 1/9/26. Radon levels were below the 4.0 cutoff in all classrooms. Below is the licensing report for Vine Street KT 33501 from 8/11/25:
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An off-year inspection was completed on 8/11/25. The director was present throughout the visit and the on-site supervisor for a portion of 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.

Vine Street Child Care opened for business on 10/4/2010. In October 2019, the center moved into a renovated building/former school across the street. The center serves children six weeks in age up to five years in age using the Learning Beyond Paper Curriculum. There are a total of 15 classrooms.

Mandy Lechtenberg is the owner/director of this center. Hollie Allen is the owner/on-site supervisor. Both individuals meet the qualifications for their positions. Jessica Cozad is another on-site supervisor who meets the qualifications for her position.

During the visit, children were observed napping in cribs, being bottle fed, doing tummy time, having a diaper changed, washing their hands, sitting down to eat lunch at the child-size tables/chairs/high chairs/cafeteria tables, and napping on cots. Staff were actively involved with children and their activities and also observed cleaning classrooms after lunch. Staff and children gave specific answers as to where they relocate to for monthly fire and tornado drills.

**2. Identify Observed Strengths of the program**

Enrollment has again increased over the past year.

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There is a secure entrance into the center building. The center also has a camera security system in place.

The center participates in the CACFP (food program). The center also employs two full-time cooks.

The center is participates in IQ4K which is a voluntary program based on best practice.

The center uses an electronic application (Pro-Care) for daily sheets, billing, and other functions.

Monthly staff meetings are held. Quarterly lead teacher meetings are also held.

The center has their own website and Facebook page.

The infants and toddlers have the learning curriculum used by the center incorporated into their day to day activities.

Some of the staff members speak multiple languages.

There is a good mix of tenured and newer staff.

The center offers staff benefits including, but not limited to a 401k plan, sick leave, T.E.A.C.H. program, competitive wages, etc. There is also an incentive program in place for good work.

There are special programs put on by the center throughout the year for parents including parent teacher conferences, parents night out, holiday programs, etc.

The center has a lot of storage space.

Children assessments are completed throughout the year.

The center is a host location for professional development training for staff from this center and other centers throughout the year.

There is an indoor gym when weather doesn't permit outdoor play.

The center is in year three of PBIS training.

Staff reportedly work well with each other. There is a good mix of tenured and newer staff.

Management is organized.

**3. Identify the aspects that fall below the standard**

109.7(1): All staff (within first three months of employment):Iowa's training for the mandatory reporting of child abuse. At least one hour of training regarding universal precautions. Certification in First Aid infant, child, and adult cardiopulmonary resuscitation (CPR) or equivalent certification approved by the Department. A valid certificate indicating the date of training and expiration date shall be maintained. Certification in infant, child, and adult first aid that uses a nationally recognized curriculum or is received from a nationally recognized training organization including the American Red Cross, American Heart Association, American Safety and Health Institute, or MEDIC First Aid or an equivalent certification approved by the Department. A valid certificate indicating the date of training and expiration date shall be maintained.
Minimum health and safety trainings, (Essentials) approved by the Department. If significant changes occur to content, the Department may require the training be renewed.
ONE NEWER STAFF IS PAST THE 90 DAYS FOR HAVING ALL OF THE ABOVE COMPLETED. THIS PERSON STILL NEEDS TO COMPLETE THE HAND ON PORTION OF CPR

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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 completed 7/19/23 - 7/21/23. 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. VINE STREET KT 52618 HAD RADON COMPLETED IN ALL CLASSROOMS 1/7/26 - 1/9/26. ALL CLASSROOMS CAME BACK WITH RADON LEVELS BELOW THE 4.0 CUTOFF.

The annual furnace inspection was last completed on 9/23/24 so it is coming due again soon.

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

I-Power discussed at the visit. The center should continue to upload professional development training certificates.

A monthly playground inspection form was emailed to the center after the inspection concluded.

Date: 03/02/2026

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**.