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

**Name of Center:** Westside Early Education **Enrollment:** 78 **License ID No. (Reapplications)** 36481

**Street:** 4300 Beaver Ave **City:** Des Moines Iowa **Zip** 50310 **County:** Polk

**Mailing Address:** 4300 Beaver Ave, Des Moines, IA, 50310

**Director's Name:** Carolyn Hinchliff **Phone Number:** 515-490-3441

**On-Site Supervisor(s):** Beth Bright **E-Mail:** westsideearlyed@gmail.com

**Date(s) of Visit:** 03-20-2023

X **Licensing Visit** **Unannounced Visit** **Off Year Visit** **Administrative Change**

**LICENSING VISITS**

**New Application** X **Re-Application** **NA**

**Signed Application (470-0722) Received** X **Yes** **No** **NA** **Date Signed:** 04-10-2023

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

**Date Inspected:** 02-01-2023

**Comments :** Fire Inspections are due every three years.

**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:** X Infants (0-23 mo.) X 2 Years X Preschool-Age School-Age

Get-Well Evening Care Special Needs

**SCHEDULE:** Year-round X School-Year Summer Only

| **HOURS:** | *Year-round* | *School-Year* | *Summary Only* |
|---|---|---|---|

| LICENSE CAPACITY | Infants | 2 Years | Preschool | School-Age | Capacity |
|---|---|---|---|---|---|
| General | 6 | 12 | 34 | | 52 |
| Summer | | | | | 0 |

**QRS Rating:** 5

| RECOMMENDATION FOR LICENSE: | |
|---|---|
| X | **FULL** license from 03-01-2023 to 03-01-2025 |
| | **PROVISIONAL** license from |
| | **DENIAL** of initial application |
| | **SUSPENSION** of license |
| | **REVOCATION** of license |

**Licensing Consultant:** Debbie Hammer **Date:** 04-10-2023

**I. IF CURRENT LICENSE IS PROVISIONAL, IDENTIFY THE CORRECTIVE ACTIONS**

N/A.

**II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:**

A full licensing visit was conducted on 3/20/23. Beth Bright, On-site supervisor, was present throughout the visit.

All areas of the program were observed. These areas observed consisted of classroom observations and activities, nutritional practices, health and safety practices, playground observation, field trip and transportation practices, and administrative review.

Westside Early Education opened on 9/6/11. The preschool is located within the lower level of Zion Lutheran Church. The center occupies four classrooms and they also have access to the church's playground and a large room that is used for large motor play activities. The center serves children ages twelve months to four years of age. The center offers both morning and afternoon sessions for the three and four year old children, and morning sessions for the one and two year old children. These sessions are from 9:00 am - 11:30 am and 12:30 pm - 3:00 pm. One and two year old sessions are offered M-Th, from 9 am to 11:30 am; parents can choose up to two days a week. The three year old sessions are offered M-T-W from 9 am to 11:30 am or T-W-Th from 12:30 pm to 3pm or Th-F 9am to 11:30 am. The four year old sessions are offered M-Th from 9am to 11:30 am or from 12:30 to 3 pm. Once a month the center offers a lunch bunch for two extra hours, this is for the three and four year old classes.

Carolyn Hinchliff is the director of the preschool. Carolyn has an Elementary Education Degree. She has her NAC, National Administrators Credential. Carolyn was a director at a a previous preschool for twenty eight years prior to starting Westside Early Education. Beth Bright is now listed as the On-Site Supervisor, she has been the office manager for several years and is also a licensed teacher, she meets qualifications for this role.

The center uses the Creative Curriculum as well as incorporating their own curriculum.

Three years have passed now since the pandemic began. The center continues to follow all DHS guidelines pertaining to Covid-19. The center has not been offering their lunch bunch during the pandemic, however hope to start this again in the next month.

**III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:**

The center has a QRS rating of 5, this is based on a rating of 1-5 stars.

The center has many long term staff and the staff work well together as a team. Three staff have been at the center since the center opened. The majority of the staff have degrees, most of them in early education. Other staff are working toward a degree.

The center has a warm, accepting atmosphere and they focus on building confidence in the children as well as developing social, emotional, academic and developmental skills.

The center utilizes STEM training and resources in the classrooms. Staff have taken STEM courses at the Science Center and they implement STEM once a month in the classroom.

The center has a Facebook page and a website.

The center has good communication with parents and sends out monthly newsletters and emails.

The center has a strong working relationship and partnership with the church.

The center has parent events several times a year, such as an art show and and open house.

The center sends out end of year surveys to the parents and the center receives positive feedback, especially receiving compliments about the staff and the loving, nurturing environment of the center.

The center has a staff appreciation week during the year to show staff they are valued and appreciated. The center will have staff luncheons and a Christmas party every year.

The staff are close with each other and care about each other; the staff are happy at the center.

Beth wrote out achievements for the program since the last visit, which included the program participates in the UPK program with the Johnston school district. They maintained their butterfly garden in the outdoor playground, the children helped to plant the initial plants and now it is a big thriving garden with butterflies at different times of the year. They added new riding equipment for the indoor playground, as well as helmets, a new rug, bowling and new rubber balls and a giant peg board. They built a raised garden bed in the playground area. They purchased additional science and discovery toys and continue to use STEM in the classrooms. They donated many toys to the holiday toy drive for Zion, the preschools thought it was very fun. They had a successful fundraiser earning money toward enhancements for the playground areas. A family donated a musical memorial for the playground, a set of outdoor flower shaped drums.

The program focuses on play based learning, the children love to learn and this builds confidence.

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

There were no aspects of operation that fell below the standards noted or observed during the visit.

**V. SPECIAL NOTES/RECOMMENDATIONS:**

Radon testing is due every five years. The center last completed radon testing in February of 2023 and all rooms fell below the 4.0 cutoff.

The boiler is checked as required.

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

*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.