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

Name of Center: The Tree House at Northview **Enrollment:** 203 **License ID No. (Reapplications)** 46653

Street: 205 NW 18th ST **City:** Ankeny Iowa **Zip** 50023 **County:** Polk

Mailing Address: 205 NW 18th ST, Ankeny, IA, 50023

Director's Name: Mindy Seeman/Missey Michel **Phone Number:** 515-777-3791

On-Site Supervisor(s): Amanda Zust/Sammi Orndorff **E-Mail:** melinda@treehouseglc.com

Date(s) of Visit: 03-25-2025

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

LICENSING VISITS

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

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 03-01-2024

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

Date Inspected: 06-04-2024

Comments : Fire inspections due at least every three years; by Ankeny Fire Dept LT Tyson Hood

LICENSE TYPE: X **Child Care** **Preschool (ages 3-5 meets three hours or less per day)**

Financial Type: X Profit 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: X Year-round School-Year Summer Only

HOURS:	*Year-round*	*School-Year*	*Summer Only*

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General	48	24	151		223
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 04-01-2024 to 04-01-2026
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Maggie Gibson, SWIV **Date:** 03-31-2025

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

N/A.

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

An unannounced off year annual visit was completed 3-25-25. Amanda Zust and Sammi Orndorff, on site supervisors were present throughout the visit.

This center is located on the northeast side of Ankeny. It was built specifically to be a child care center, and opened on 2-1-16. This is one of four centers owned and operated by two sisters, Mindy Seeman and Missey Michel. They are both qualified to be directors. They both taught in elementary school and were finding children were not coming prepared with some basic academic and social skills, and they thought they could address these issues if they could work with children younger than school age. They bought their first center in 2008, and opened up a small school age only program in 2014 and a second school age only program in 2018.

This center provides care for infants up to preschool age children. Since opening their second school age only program last school year, this center no longer provides for all day school age care. They are open from 6:30 am-6:00 pm.

Each site has at least one on-site supervisor; the larger centers have two on-site supervisors. Amanda Zust and Sammi Orndorff are the on-site supervisors at this center and both meet qualifications for this position. Amanda has a Bachelor's degree in Health Studies and prior daycare experience. Sammi has an associate’s degree in early childhood education as well as several years of experience in a childcare setting.

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.

Room observations/activities: This center pulls lessons from Iowa Early Learning standards, that are theme based and increasingly incorporating "learn through play' philosophy. Lesson plans are posted upon entry in the classrooms. The center uses the tadpoles application to communicate with parents. The classrooms were nicely organized and contained a variety of activity centers and toys. The classrooms were in ratio and the children were content. Staff were observed to work well with one another through diaper changes and change in activities that were going on this day. There was some discussion over reposting handwashing posters in the common restrooms, which do have increased water use that might result with the posters falling etc.

Nutrition Practices: There is an on-site kitchen with dedicated kitchen staff. Menus are crafted by supervisor and appear in-line with CACFP guidelines. Menus are posted; and meals/snacks are served family-style in the classrooms. The kitchen storage was organized and clean. The kitchen hood was documented to have been cleaned/inspected 3/3/25.

Health and Safety: Medications are stored securely when needed; there are handwashing signs posted in the restrooms and sinks. There are readily accessible first aid kits in the classrooms. Radon was tested in 2022, and was below the 4.0 cutoff and is now due again in five years. Heating and cooling was last inspected in March 2023, the center is on an annual rotation. The center has carbon monoxide detectors in rooms, hallways. Tornado plans were posted in all rooms. Fire and

Tornado drills were documented as completed.

Playground: The playground is enclosed with fencing that is wrought iron and composite privacy fencing. There is shade extending from the building and also on the medium sized play structure. The play structure has safety surfacing of pour in place; the other areas are surfaced with artificial turf--which was receding a bit and there has been a work order submitted to repair the seam or replace this surface.

Transportation/field trips: the centers share access to vans and busses. They are maintained by Hilltop.

Administrative review: Information for mandatory reporting, license and non-smoking signs was posted. The center was sent an updated consultant contact flier. Nine staff files were reviewed; with two needing updated CPR/1st Aide (which the admin indicated was set for 4/8/25 to be renewed. One employee needed to update mandatory reporter training; and a reminder that physicals should be performed 6 months PRIOR to hire and then every three years thereafter. Eight child files were reviewed and one child did need to provide an updated physical form.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Missey and Mindy both have a background in teaching elementary school, and they know what skills children should have when entering kindergarten. They know what the Ankeny Schools expect children to know when they start, and The Tree House strives to meet those expectations.

The center has staff that usually work well together to lead activities and get the children's needs met.

The center has a strong reputation in the community and enrollment is higher.

The center has good communication with families and sends out a monthly newsletter. The center knows their families well and establishes a good rapport with families and the children they serve.

The center has a secure entrance.

The administrative team works well together and they are a strong team.

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

109.9(1)d: All files contain a pre-employment physical exam report completed within six months prior to hire and at least every three years. Physical exams shall be documented on form 470-5152, Child Care Provider Physical Examination Report.
Number not in compliance: 1

109.9(1)e: All files contain documentation to indicate that ongoing staff training requirements are met, including current certifications in first aid/CPR and mandatory child abuse training.
Number not in compliance: 3

109.10(1)a: 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, PA, Chiropractor or ARNP, and contains health history; present health status including allergies, medications, and acute/chronic conditions; and recommendations for continued care if necessary.
Number not in compliance: 1

V. SPECIAL NOTES/RECOMMENDATIONS:

Radon testing is now required every five years if radon testing is under 4.0. The center last completed radon testing in November of 2022 and all rooms tested fell below the 4.0 cutoff.

The menus reflect the center is following CACFP guidelines.

Staff were observed to work well together to respond to the children's needs while transitioning between activities. The children were observed content and seemed to approach staff when needed.

*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.