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

Name of Center: Kids West-Jordan Creek Elementary **Enrollment:** 115 **License ID No. (Reapplications)** 41575

Street: 4105 Fuller Rd **City:** West Des Moines Iowa **Zip** 50265 **County:** Polk

Mailing Address: 3550 Mills Civic Pkwy, West Des Moines, IA, 50265

Director's Name: Ashley Kunz **Phone Number:** 515-633-5018

On-Site Supervisor(s): Jordyn Lashley **E-Mail:** jckidswest@wdmcs.org kunza@wdmcs.org

Date(s) of Visit: 10-02-2024

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:** 09-09-2024

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

Date Inspected: 09-28-2023

Comments : West Des Moines Fire Marshal. For licensing, inspections are due at least every three years. The West Des Moines Fire Marshals typically do annual inspections.

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: Infants (0-23 mo.) 2 Years Preschool-Age X 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	0	0	0	150	150
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 11-01-2024 to 11-01-2026
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Nate Knepper **Date:** 10-02-2024

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

N/A.

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

A licensing visit was conducted on 10/2/24. The director and on-site supervisor were both present for 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 (a few staff files from this program will be reviewed at another Kids West program visit).

Kids West Jordan Creek is a school-age program located within the Jordan Creek Elementary School in West Des Moines. The center primarily uses the gym and cafeteria (community room) but they also use a music room as well as the outdoor playground area. The program was given permission to open by HHS (formerly known as DHS) on 8/22/14. Previous to this date, the center was under the Department of Education's supervision. There is a before and after school component as well as a full-day component during the summer and no school days. Before school hours are 6:30am - 8:55am and after school hours are 3:55pm - 6:00pm (with the exception of early out days). Full day programming is 6:30am - 6:00pm.

The center is overseen by a Board and owned by the West Des Moines School District. Ashley Kunz is the new director of this program and the seven other Kids West programs. Ashley has a Bachelor's degree as well as past experience being a director over multiple programs. Jordyn Lashley is the on-site supervisor of this program. Jordyn has past experience working in child care and has taken a number of professional development training to meet the qualifications for on-site supervisor.

During the visit, children were divided up between the cafeteria and the gym. In the cafeteria, children were observed visiting with each other and doing art projects and homework. In the gym, children were observed in large motor activities. In both areas, staff were spaced out among children and interacting with children.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

There is a secure entrance into the school during programming hours. Parents have to enter a code to gain access.

A nutritionist reviews all meal items.

Staff use walkie-talkies to communicate throughout different areas used by the center.

The center has a good working relationship with the school.

A staff person sits at a "communication desk" in the cafeteria entrance to greet parents and children and to ensure children are signed into/out of the center.

Typically, children get three credible food items for snack when only two are required to be served.

Weekly team lead meetings are held. This center has monthly all staff meetings. In addition, the director meets quarterly with other directors of before/after school programs in the western suburbs.

Staff pictures and bios are posted.

There is a focus for children to get any homework completed they may have received during the day.

Good staff-child interactions were again observed among the different groups of children and staff.

The on-site supervisor stated staff work well together.

The director and on-site supervisor are organized.

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

No below standards were identified at this year's visit.

V. SPECIAL NOTES/RECOMMENDATIONS:

The center is exempt from environmental testing as they are located in a school and only serve school-age children.

For transportation for field trips, the center contracts with the school district for a driver and a bus.

IQ4K and I-Power were previously discussed with the director. Staff will need to upload training certificates into I - Power.

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.