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

Name of Center: Vine Street Child Care Inc **Enrollment:** 230 **License ID No. (Reapplications)** 33501

Street: 2501 Vine St **City:** West Des Moines Iowa **Zip** 50265 **County:** Polk

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

Director's Name: Mandy Lechtenberg **Phone Number:** 515-327-0101

On-Site Supervisor(s): Hollie Allen and Jessica Cozad **E-Mail:** vinestreetchildcare@gmail.com

Date(s) of Visit: 08-11-2025

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

LICENSING VISITS

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

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 08-16-2024

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

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.

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	58	40	144	0	242
Summer					0

QRS Rating: 3

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 09-01-2024 to 09-01-2026
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Nate Knepper **Date:** 08-11-2025

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

N/A.

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

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.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Enrollment has again increased over the past year.

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.

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

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.

V. 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.

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.

*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.