Health and Human Services

# Iowa Department of Health And Human Services

## CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: The Study Loft By Tree House

Provider No.: 44221

Address: 110 NW 9th ST, Ankeny, IA, 50023

County: Polk

Director's Name: Missey Michel/Mindy Seeman

On-Site Supervisor: Katie Swick

Phone Number: 5159644886

E-Mail: melinda@treehouseglc.com
melissa@treehouseglc.com

HHS Visit Date: 05/12/2026

Licensing Period: 04/01/2026 to 04/01/2028

**Fire Inspection:**

Date Inspected: 01/27/2026

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

**Report Visit Type:**

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

**License Type:**

- [X] Full
- [ ] Provisional

**Quality initiative:**

- [ ] Accrediation

**Program Duration:**

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

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| HOURS: | *Year-round* | *School-Year* | *Summer Only* |
|---|---|---|---|
| Sunday | | | |
| Monday | 6:30 AM to 6:00 PM | | |
| Tuesday | 6:30 AM to 6:00 PM | | |
| Wednesday | 6:30 AM to 6:00 PM | | |
| Thursday | 6:30 AM to 6:00 PM | | |
| Friday | 6:30 AM to 6:00 PM | | |
| Saturday | | | |

**Program Population Served:**

- [ ] Infant(0-<24 Months)
- [ ] Toddler
- [ ] PreSchool
- [X] School Age
- [ ] All Ages

| LICENSE CAPACITY | Infants | 2 Years | Preschool | School-Aged | Capacity |
|---|---|---|---|---|---|
| General | | | | 53 | 53 |
| Summer | | | | | 0 |

**1. Basic Overview**

An unannounced visit was competed 5-12-26. Staff members Brody and Grace were present upon arrival and on-site supervisor Katie Swick arrived after completing bussing.

This is a school-age only program that is owned by Mindy Seeman and her sister Missey Michel. They also own three other centers named The Tree House, The Tree House at Northview and the Study Loft at Autumn Crest. Mindy and Missey both taught in elementary school and felt the children were not coming in with basic skills they should have. They felt they could have a positive impact on the learning of young children, so they left their teaching jobs and opened up their first daycare center in 2008. In 2014, they opened up this school age only site in a small building. In 2016 they opened up another child care center that serves all ages. In 2018, they opened up another Study Loft at Autumn Crest.

Missey and Mindy have director qualified on-site supervisors at each of their four programs and these on-site supervisors are in charge of the day to day operations.

The Director of the Study Loft is Katie Swick.

The Study Loft opened in October of 2014. They had the opportunity to expand into an adjoining suite, so in the fall of 2015 they were able to remodel the adjoining suite and increase their capacity from 26 up to 53 children. Late start Wednesday mornings are the only mornings they are open before school. After school care is offered M-F from 3:15-6:00 pm. On non-school days and during the summer all day care is offered from 6:30 am-6:00 pm.

Room observations/Activities: The programming area encompasses two rooms in the same building with a pass through.

## CHILD CARE CENTER ANNUAL EVALUATION

The children and staff were arriving back after picking up the children at the conclusion of the school day. The children were content and staff were engaged in helping children transition to the after school programming, groups and snack.

Nutrition practices: There is an on-site kitchenette; on non-school days the children bring their own lunches; the center provides breakfast and snacks daily that are in-line with CACFP. Snack or other food items are occasionally prepared at another site and transported for the children at this site.

Playground: The green space traditionally used is currently fenced for construction, so alternate arrangements are being made. The summer program often has planned field trips and structured activities inside as well.

Transportation: There are several busses and vans that are shared between sites.

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

The environment of the Study Loft does not have a child care center feel at all. Instead it is a place with a game and TV room, a library area, an area for yoga and exercise, and just space to spread out.

Time is allowed each day for children to do their homework or read during the school year. The staff are able to help with homework if needed. Parents appreciate this because sometimes activities get in the way of time at home to do homework.

The center is able to be flexible with families.

The center offers several field trips in the summer and is able to take the children to several different activities. The center has a good summer program.

The center sends out a monthly newsletter and also has a Facebook page and a website. In the summer months the center uses the Tadpoles App which allows parents to have up to the minute information about their child during the day.

The center has a secure entrance.

The center has a good reputation in the community. Their enrollment is high and they will be fully enrolled in the summer.

The staff keep the children engaged. The staff are reliable.

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

109.6(4)c: Center repeats Iowa record checks at a minimum of every two years or when aware of additional child abuse or criminal history that occurs.

109.9(1)c: 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.

**4. Any corrective action plans, provisional license, and safety plans-steps to get into compliance**

109.6(4)--Center repeats Iowa record checks (SING)
-one staff file needed up repeated SING (Iowa) Background check
-The on-site supervisor or designated person will repeat the background check and forward to licensing.

109.9(1)c--documentation of on-going staff trainings: First Aid/CPR and Mandatory child abuse training
-one staff file indicated the need to repeat mandatory child abuse training
-the director will ensure the staff member completes the training and notifies licensing of completion

**5. Special Notes/Recommendations**

## CHILD CARE CENTER ANNUAL EVALUATION

Radon testing is now due every five years if the test is below the 4.0 cutoff. The center last conducted radon testing in March of 2023 and the rooms tested fell below the 4.0 cutoff. Radon testing, although pending now, is not due until 2028.

Date: 05/22/2026

HHS Licensing Consultant: Maggie Gibson, SWIV

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**.