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

Name of Center: Altoona Campus Kids Klub-Centennial **Enrollment:** 105 **License ID No. (Reapplications)** 28338

Street: 910 7th AVE SE **City:** Altoona Iowa **Zip** 50009 **County:** Polk

Mailing Address: 1500 8th ST SW, Altoona, IA, 50009

Director's Name: Ashley Heljik **Phone Number:** 515-967-5078

On-Site Supervisor(s): Jami Schillinger **E-Mail:** Ahejlik@altoonacampus.com

Date(s) of Visit: 06-17-2025

X **Licensing Visit** X **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:** 03-11-2025

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

Date Inspected: 08-08-2024

Comments :

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				80	80
Summer				140	140

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 05-01-2025 to 05-01-2027
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Melinda Larson, Child Care Licensing Consultant **Date:** 06-20-2025

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

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

The Altoona Campus Kids Klub - Centennial is one of six Altoona Campus school age programs. This center has been open since 1994. The center primarily uses the school's cafeteria and gym for programming. The center also uses the playground. The school has secured entrances. Ashley Heljik is the director of all the Altoona Kids Klub centers. She has been the director since October 2017. Ashley has been with Altoona Campus since 2008. She served as the Program Coordinator prior to becoming director. Jami Schillinger is the on site supervisor. Jami started with Altoona Campus Kids Klub in April 2019. Jami has several years of experience working with children at previous child care centers prior to coming to this center.

An unannounced visit was completed on today's date. All areas subject to HHS rules licensing rules were reviewed. Mandatory postings are in place at the center's entrance. The schedule and lesson plan were available and posted. The cafeteria has interest centers set up throughout the cafeteria. Games, various toys and learning supplies are available for the children. Children keep their backpacks and coats in individual baskets.

An unannounced visit was completed on today's date. Jami assisted with the visit. Lead supervisors from a few centers are working at this center for summer programming. There were nine staff working today. There were sixty six children present during the visit. Sixty children were present during the visit. The center has six additional classrooms they are using for the summer. Children are separated into three smaller groups for a lot of programming. The cafeteria is using for some crafts and for snacks and meals. The center had a water and large motor activity of the Color Run today. All the children and staff were participating in this activity today.

During summer programming, the center serves breakfast, lunch, morning and afternoon snack. The center hires cooks to prepare their meals. During the school year, the center serves snack after school. The children are able to eat breakfast from the school cafeteria prior to school. Menus reflect CACFP requirements are being followed.

The center uses the school's playground. Monthly checks are completed by center staff. The school maintains the playground.

The center uses school buses for transportation to off site field trips.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Ashley Heljik has been employed with Altoona Kids Klub for several years. Children are offered large motor play activities on a daily basis through the use of the school's gym and playground. Administrative records are well maintained. The center has many on site and off site activities scheduled for summer programming.

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

There were no licensing violations cited during the visit.

V. SPECIAL NOTES/RECOMMENDATIONS:

The center has a full license.

*Note: If you are the Child Care Center Director and you feel something is unclear or unjustly cited, please contact me (phone 515-362-7823; email melinda.larson@hhs.iowa.gov) so that we may discuss the issue. If necessary, I can make a notation in your record. You may also send a letter that will be included in your licensing file noting any disagreement you may have with this report. If you have the need for any additional information discussed during my visit, please contact me and I will forward the information to you. Thank you.

*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.

*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.