Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: Shalom Preschool

Provider No.: 52360

Address: 3600 75th ST, Urbandale, IA, 50322

County: Polk

Director's Name: Debora Kellogg

On-Site Supervisor:

Phone Number: 5154435537

E-Mail: debisreading@gmail.com

HHS Visit Date: 03/12/2026

Licensing Period: 02/01/2026 to 02/01/2028

Fire Inspection:

Date Inspected: 03/12/2025

Comments: Fire inspections due at least every three years; completed by David Wyner, Urbandale Fire Dept

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	9:00 AM to 12:30 PM		
Tuesday	9:00 AM to 12:30 PM		
Wednesday			
Thursday	9:00 AM to 12:30 PM		
Friday			
Saturday			

Program Population Served:

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

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Aged	Capacity
General			32		32
Summer					0

1. Basic Overview

An unannounced licensing visit was completed 3/12/26. The director was present for the visit.

Shalom preschool was given permission to open 10/20/23 with a capacity of 32. This pre-school operates from 'United Methodist Church in Urbandale. The program has the support of the church and the pastor often assists in daily program needs (usually transportation). The director is Debora Kellogg; who has years of pre-school and teaching experience; and meets the requirements for director. The assistant director is Michelle Breach.

The hours of operation for pre-school are MTR 9A-12:30PM.

Lesson plans are pulled from Iowa Early Learning standards. The teachers were engaged in leading group activities and the children were content. Some children in the program are new English speakers at times. There is also a fellowship component built in. The rooms have a variety of age/developmentally appropriate play centers and activities.

There is an on-site kitchen that is shared with the church; the program offers morning snack and Lunch.

This program utilizes the large green/play space available at the church.

The program has 12, 15 and 7 passenger vans to assist in transportation. These are owned/maintained by the church.

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2. Identify Observed Strengths of the program

This center is located in a church that also offers English learning classes and is convenient for parents attending those classes.

This center has good support from the church.

This center is nicely arranged and offers a variety of centers for the children.

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)b: 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.

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.

109.9(2)d: All files contain sufficient information and authorization to allow the center to secure emergency medical and dental services at any time child is in center's care.

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

109.6(4)c The center repeats Iowa (SING) checks a minimum of every two years; a review of the files indicated that SING checks were all due this month. The director expressed difficulty with access to the SIGN account; The licensor agreed to send additional resources/leaflet of step-by-step help instructions to gain access to SIGN. The director stated that once access is regained; the checks will be repeated as required. The director will notify the licensor when the Iowa (SING) Checks have been repeated/updated.

109.9(1)b--Files need to contain documentation that each staff has had a physical exam report. There were two staff missing this documentation. The director indicated she would require staff to obtain this information and place the form in the staff file. The director should notify the licensor when this is completed

109.9(1)c--Staff are required to repeat/update CPR First Aid training and mandatory child abuse training. The director stated that there is a group CPR/First Aide training set for the following week. The certificates of completion should be placed in the file or the electronic file (Ipower).

109.9(2)d--Child files should have emergency contact information for medical and dental care. Many files were missing this information. The center does have several children that are new to the area and experience some delay in establishing medical and dental providers. The director stated she would obtain the information from the families and place in the file to be utilized if needed

5. Special Notes/Recommendations

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A full two-year license is recommended.

Date: 03/13/2026

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**.