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

Name of Center: Urbandale Adventuretime-Valerius Elementary **Enrollment:** 92 **License ID No. (Reapplications)** 43774

Street: 3305 92nd ST **City:** Urbandale Iowa **Zip** 50322 **County:** Polk

Mailing Address: 3305 92nd ST, Urbandale, IA, 50322

Director's Name: Jake Leonard **Phone Number:** 515-313-6550

On-Site Supervisor(s): Michelle Jacobs and Brenee Herrick **E-Mail:** leonardj@urbandaleschools.com

Date(s) of Visit: 09-18-2023

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:** 08-14-2023

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

Date Inspected: 07-12-2023

Comments : State Fire Marshal inspections are due at least every three years. The Urbandale Fire Marshal also inspected the program on 7/28/23 as this is a new building.

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 X 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	200	200
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 10-01-2023 to 10-01-2025
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Nate Knepper **Date:** 09-19-2023

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 9/18/23. The director was present throughout the visit and one of the on-site supervisors was also present for the majority 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. The most recent COVID updates were also reviewed.

Urbandale Adventuretime - Valerius was given permission to open under HHS (formerly known as DHS) supervision on 8/18/14. Prior to becoming licensed under HHS, the program was licensed under the Department of Education. The program reopened in a brand new school building in 8/2023. This is one of four Adventuretime programs licensed by HHS. This program serves preschool children and school-age children. During the school year, hours of operation are 6:30am - 9:00am and then again 3:30pm - 6:00pm. On no school days and during the summer months, hours of operation are 6:30am - 6:00pm, Monday - Friday. The program utilizes a preschool classroom, a multi-purpose classroom, the art room, the gym, and the cafeteria. Total child capacity is 200.

The center is overseen by a Board. The director of all four Adventuretime programs is Jake Leonard. Jake has an AA degree as well as a BA degree. Jake also has past experience working in child care and specifically, school-age programs. The on-site supervisors at this location at Michelle Jacobs and Brenee Herrick. Both individuals meet the requirements for on-site supervisors.

During the visit, preschool children were split up between their classroom and their specific outdoor playground area. In the classroom, children were engaged in free-choice at the different learning stations set up within the classroom. School-age children were all in the cafeteria at the time of the visit. They were divided up into smaller groups and also engaged in free-choice play at the different learning stations made available to them. Staff were attentive to children.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Team leads of the four Adventuretime programs meet two times a week for meetings.

The director of this center attends reoccurring meetings with other directors of before/after school programs in nearby suburbs (some modifications still because of COVID - 19).

Staff wear Adventuretime shirts making them easily identifiable.

There is a mix of tenured and new staff.

The director has past director experience working in before/after school programs.

The center has a good working relationship with the school and other community businesses.

Staff at this center meet every other week for all staff meetings.

The center is located in a brand new school building. There is more overall space, availability, offices, etc.

There is an electronic application being used for parents to sign their child into/out of the program.

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

109.10(2): Medical and dental emergencies: Center shall have sufficient information and authorization to meet medical and dental emergencies of children. Shall have written procedures for emergencies and shall ensure that staff are knowledgeable of and able to implement the procedures.
A food allergy action plan is needed for one child who has an epipen.

109.10(15)b: Emergency instructions, phone numbers, and diagrams for fire, tornado, and flood shall be visibly posted and documented at least once a month for fire and tornado. Records shall be maintained for current and previous year.
Evacuation procedures should be posted at the one door of the multi-purpose classroom.

V. SPECIAL NOTES/RECOMMENDATIONS:

The center has one year from their reopening date to conduct radon testing in the preschool classroom. If the radon level comes back below the 4.0 cutoff, the center can move to testing at least every five years. If the radon level comes back 4.0 or higher, retesting is needed along with possibly contacting a radon mitigation specialist to get levels below 4.0. The center, in this scenario, would then have to test every two years at least initially.

The HVACC system is new and an annual inspection will be needed going forward (2024).

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

It was noted on the food menu, that children are given a wide variety of options to choose from each day. Children will always need to be at least offered two credible food items per CACFP guidelines.

Several preschool children will need to have their immunization records transferred over to a State of Iowa approved form.

A food allergy action plan was emailed to the director after the visit concluded.

I-Power was discussed at the visit. All staff will need to have I-Power profiles.

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.