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

Name of Center: Kids West-Hillside Elementary **Enrollment:** 79 **License ID No. (Reapplications)** 26539

Street: 713 8th ST **City:** West Des Moines Iowa **Zip** 50265 **County:** Polk

Mailing Address: 3550 Mills Civic PKWY, West Des Moines, IA, 50265

Director's Name: Ashley Kunz **Phone Number:** 515-633-5018

On-Site Supervisor(s): Rosalinda Solis **E-Mail:** hdkidswest@wdmcs.org kunza@wdmcs.org

Date(s) of Visit: 10-01-2024

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:** 09-09-2024

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

Date Inspected: 09-28-2023

Comments : West Des Moines Fire Marshal.

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	0	0	0	150	150
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 11-01-2024 to 11-01-2026
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Nate Knepper **Date:** 10-01-2024

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 10/1/24. The director and the on-site supervisor were present for 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.

Kids West Hillside is a school-age program located within the Hillside Elementary School in West Des Moines. The center predominately uses the gym and cafeteria (community room) but they also use the media center at times as well as the outdoor playground area. The program was given permission to open by HHS (formerly known as DHS) on 8/22/14. Previous to this date, the center was under the Department of Education's supervision. There is a before and after school component as well as a full-day component during the summer and no school days. Before school hours are 6:30am - 8:55am and after school hours are 3:55pm - 6:00pm (with the exception of early out days). Full day programming is 6:30am - 6:00pm.

The center is overseen by a Board and owned by the West Des Moines School District. Ashley Kunz is the director of this program and the seven other Kids West programs. Ashley has a Bachelor's degree and has past experience working in child care. Rosalinda is the on-site supervisor of this center as of 5/8/18. Rosalinda has worked for Kids West for many years and meets the requirements for on-site supervisor.

During the visit, the children were split up between the gym and the cafeteria. In the gym, children were engaged in large motor activities. In the cafeteria, children were broken up into smaller groups and engaged in free choice play at the different learning stations made available to them. Staff were sufficiently spaced out and interacting and supervising children. Good redirection of two children who weren't getting along was observed.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

There is a secure entrance into the school during programing hours. Parents have to enter a code to gain access. There are also security cameras outside.

A nutritionist reviews all meal items.

Staff use walkie-talkies to communicate throughout different areas used by the center.

The center has a good working relationship with the school.

A staff person sits at a "communication desk" by the main parent board to greet parents and children and to ensure children are signed into/out of the center.

Typically, children get three credible food items for snack when only two are required to be served.

Staff pictures are posted by the main parent board.

The areas/rooms the center uses are nicely set up so that children can more easily flow from one area to the next.

There are team lead meetings every week. The director of the Kids West programs also meets quarterly with other directors of before/after school programs in the western suburbs.

This center has weekly staff meetings.

Staff reportedly work well together and there is a real sense of "team". There are a lot of tenured staff at this location.

Enrollment remains steady.

The Kids West programs now have behavioral specialists who rotate between the eight programs .

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

109.7(1): A valid certificate indicating the date of training and expiration date shall be maintained. Minimum health and safety trainings, approved by the Department. If significant changes occur to content, the Department may require the training be renewed.
One staff member did not have current professional development training certificates in their file nor in I - Power.

V. SPECIAL NOTES/RECOMMENDATIONS:

The center is exempt from environmental testing as they serve school-age children only and in a school building.

For field trips, the center contracts with the school district for a driver and a bus.

I-Power and IQ4K were discussed at the visit. Staff need to upload their professional development training hours to I-Power.

This consultant's most up to date posting was emailed to the program after the visit concluded.

Two staff members have physicals, but they were not filed.

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.