Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: The Study Loft at Autumn Crest

Provider No.: 50271

Address: 240 NW 36th St Suite 105, Ankeny, IA, 50021

County: Polk

Director's Name: Melissa Michel

On-Site Supervisor: Katie Swick

Phone Number: 5159655505

E-Mail: melissa@treehouseglc.com

HHS Visit Date: 01/16/2026

Licensing Period: 12/01/2024 to 12/01/2026

Fire Inspection:

Date Inspected: 04/08/2026

Comments: Fire inspections due at least every three years; completed by Tyson Hood, Lieutenant of Community Risk Reduction, Fire Inspector, Ankeny 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	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				75	75
Summer					0

1. Basic Overview

A full licensing visit was completed 1/16/26. Staff member Emma was present during the visit and the directors from two other sites were present at times as well.

This center is one of two Study Lofts opened and owned by Mindy Seeman and Melissa (Missey) Michel, sisters. They also own two other full daycare centers in the Ankeny area; The Tree House. The Study Lofts are created and designed for school age children. This center offers before and after school care and full day care on the days when school is not in session and during the summer months.

After school hours are from 3:15 pm to 6:00 pm and full day hours are from 6:30 am to 6:00 pm. At this time, the center is not open before school, just after school and full days when school is not in session. The programming area is on ground level and exclusively occupies two suites in a larger newly built structure. There is a kitchen area with a refrigerator and sink, as well as cupboards. There is a large area of green space behind the building that will be used for outside play. The program offers full and part time care. The programming area has five toilets and sinks, and capacity tops at 75.

There are two suites open to one another with different activities. The staff were observed to be closely supervising while engaged in leading activities and children were content. The center offers a variety of activities in each suite. The programming space was organized and clean.

The Study Loft at Autumn Crest offers transportation after school. During the school year, there is an afternoon snack offered.

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When the program is running in the summer; there are field trips offered along with a morning and afternoon snack. The children bring lunches during full day care in the summer.

2. Identify Observed Strengths of the program

This program offers an atmosphere that is conducive to school age children and their developmental needs. The children have many age appropriate games and activities.

The building is new construction and has up to date technology that the school age children use and enjoy.

The center has a secure entrance and security cameras in place.

The center staff plan weekly activities and art projects, as well as providing the children with STEM related projects.

The center conducts several field trips and the children get to help decide where they go on the field trips. This center does provide transportation.

The staff team well together and enjoy working at the center.

The program has a strong administrative team.

The owners are supportive of the program and staff..

3. Identify the aspects that fall below the standard

109.9(1)a: All files contain:Copy of a department criminal history record check form or any other permission form approved by Department of Public Safety for conducting an Iowa or national criminal history record checkCopy of a request for child abuse information form, when applicable.Copies of results of Iowa record checks conducted through the SING for review by the department upon request.Copies of national criminal history check results.Any department issued documents sent to the center related to a record check, regardless of findings.

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(2)j: School-age (for children five years and older and enrolled in school): Annual statement of health status signed by parent is submitted prior to admission, certifies that the child is free of communicable disease, and lists allergies, medications and acute/chronic conditions.

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

109.9(1)a: All files contain:...Copies of national criminal history check results.
*staff file was missing national background check results (fingerprints)
The director/owner/on-site supervisor will review all files, ensure the files contain the necessary background check results

109.9(1)b: All files contain a pre-employment physical exam report...
*There was a staff file missing documentation of a physical exam
The director/owner/on-site supervisor will review files and have staff obtain documentation of a physical exam

109.9(2)j: School-age (for children five years and older and enrolled in school): Annual statement of health status signed by parent is submitted prior to admission, certifies that the child is free of communicable disease, and lists allergies, medications and acute/chronic conditions.
*several children's files needed updated/valid statements of health status signed by parents
The director/owner/on-site supervisor will review files, obtain updated/signed statements of health status and place in file.

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5. Special Notes/Recommendations

The center completed radon testing in September of 2022 and this fell below the 4.0 cutoff.

Date: 04/06/2026

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**.