Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: Little Learners Club - Vince Meyer

Provider No.: 52929

Address: 430 Ashworth Dr, Waukee, IA, 50263

County: Dallas

Director's Name: Andrea Wilmes

On-Site Supervisor: Madisyn Anderson

Phone Number: 5159875161

E-Mail: awilmes@waukeeschools.org

HHS Visit Date: 08/31/2026

Licensing Period: 10/01/2025 to 10/01/2027

Fire Inspection:

Date Inspected: 08/26/2026

Comments: Waukee Fire Marshal. For licensing regulations, these inspections are due at least every three years.

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	7:00 AM to 5:30 PM		
Tuesday	7:00 AM to 5:30 PM		
Wednesday	7:00 AM to 5:30 PM		
Thursday	7:00 AM to 5:30 PM		
Friday	7:00 AM to 5:30 PM		
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	0	0	72	0	72
Summer					0

1. Basic Overview

An off-year inspection was conducted on 8/31/26. The on-site supervisor was present throughout the inspection and the director was present for a portion of the inspection.

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.

Little Learners Club - Vince Meyer Elementary, is located within three classrooms of the Vince Meyer building and was given permission to open on 8/25/25. All three classrooms have a capacity of 24 children. Children have to be four years old to attend. The center utilizes the Creative Learning Curriculum and the Haggerty Learning Curriculum with children. The program is open year-round and runs from 7:00am - 5:30pm. Total child enrollment on the day of the inspection was 69 children.

This center and the other BTB programs and Wee Care programs are owned by the Waukee School District and overseen by a Board. Andrea Wilmes is the director of all programs. Andrea has a BA degree related to child care. Madisyn Anderson is the on-site supervisor of this location. Madisyn has an AA degree related to child care and has past experience working in child care.

NUTRITION: The program serves an AM snack, lunch, and a PM snack to children. The school provides lunches to children and the program provides the snacks through the school district's vendor. The food menu is poste for the month. Children eat in their classrooms at the child-size tables and chairs.

TRANSPORTATION/FIELD TRIPS: During the summer months, field trips are taken. The center contracts with the school for a bus and a driver. For all field trips, a first-aid kit and children's emergency contacts are taken along. Field trips are not taken during the school year. The center will also bring in different agencies for presentations to children throughout the year.

PLAYGROUND: The center shares the playground with the school. The playground is entirely fenced in and consists of a sidewalk area and climbing structures and other toys. Poured in place rubber is used for surfacing around the climbing structures. The building provides some shade. Monthly playground inspections are being documented.

During the inspection, in all three classrooms, children were engaged in free-choice play at the different learning stations made available to them. Many children were playing with different kinds of blocks. Some children were observed drawing and coloring letters in their names. Staff were spaced out and sitting at the child-size tables with children and engaging with them. Toys, tables, and other equipment are being cleaned and sanitized daily.

For more challenging child behaviors, communication is stressed between staff, parents, and children. Parents participate in behavioral plans if needed. Positive behaviors are focused on with children. Teamwork is stressed.

2. Identify Observed Strengths of the program

The director and on-site supervisor both have a lot of experience working in child care. Both are organized.

All of the BTB programs, Wee Care programs, and Vince Meyer have a curriculum specialist and a behavioral specialist at their disposal.

The center has a good working relationship with other school personnel.

The director meets with other directors of the western Des Moines suburbs for meetings.

On-site supervisors of all of the programs meet monthly for meetings.

Monthly staff meetings are held for staff working at this program.

All of the programs have the same handbooks, administrative people, and can share staff as needed. There is continuity.

Staff photos and bios are posted outside of the two classrooms.

There is a secure entrance into the building.

The classrooms were clean with good lighting.

3. Identify the aspects that fall below the standard

109.11(3)a: Center shall ensure that: Facility and premises are sanitary, safe, and hazard free. Sufficient lighting shall be provided. Sufficient ventilation. Sufficient heating. Sufficient cooling. Equipment placed in the program area is maintained so as not to result in injury to the children.
There were some cleaning products in a lower unlocked cabinet in one classroom that were potentially accessible to children. These cleaning products were moved to an inaccessible location during the inspection by this consultant.

109.13(1 and 2): Center shall serve each child a full, nutritionally balanced meal as defined by CACFP guidelines. Staff shall provide supervision at table during snacks and meals. Children at center two hours or longer shall be offered food of not less than two hours and no more than three hours apart unless child is asleep. Menus shall be made available to parents and kept on file with substitutions noted. Avoid foods with high incident rate of causing choking.
For no preschool days, the food menu needs to be adjusted some as discussed at the inspection.

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109.13(6): Suitable water and sanitary drinking facilities are available and accessible. Centers serving infants and toddlers provide, at a minimum, individual cups.
Children should not use the drinking fountain component of the sinks in classrooms without using their cups to fill the water.

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

N/A.

5. Special Notes/Recommendations

Radon testing was conducted by the school in classrooms before the center opened. Radon testing was conducted 12/2/24 - 12/6/24. Radon levels came back below the 4.0 cutoff in all three classrooms. Because levels were below 4.0, the center can move to testing for radon at least every five years now. So long as radon levels remain below 4.0, they can remain on a five year plan. If at the next testing, levels in any classroom come back 4.0 or higher, the center will have to have a mitigation plan, retest, and at least temporarily move back to testing every two years.

Annual boiler/HVAC inspection was done on 11/30/25 and will be due again in 11/2026.

All staff will need to have I - Power profiles and then also be linked to this specific program. Information on how to link to a specific program was emailed to the center just prior to their inspection and then discussed during the inspection.

It was noted that one classroom door sticks and can be difficult to open and close. The center already had a work order placed prior to the licensing inspection.

6. ADDENDUMS:

- Addendum1: Starting on October 5, 2026, the center will be adding a fourth classroom. This classroom also has a capacity of 24 children, but total child capacity will remain at 72 children.

This Addendum is approved by supervisor on 10/1/2026 9:44:10 AM

Date: 09/01/2026

HHS Licensing Consultant: Nate Knepper

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**.