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

Name of Center: Kids West-Western Hills Elementary **Enrollment:** 80 **License ID No. (Reapplications)** 41577

Street: 600 39th 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): Dorothy Frencher **E-Mail:** whkidswest@wdmcs.org kunza@wdmcs.org

Date(s) of Visit: 10-16-2024

X **Licensing Visit** X **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:** 08-12-2024

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

Date Inspected: 10-06-2023

Comments : West Des Moines Fire Marshal. West Des Moines typically does annual inspections. State licensing requirements are that these are done at least every three years.

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: Year-round X School-Year Summer Only

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			

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 12-01-2024 to 12-01-2026
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Nate Knepper **Date:** 10-17-2024

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 10/16/24. The director and the on-site supervisor were both 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 - Western Hills is a school-age program located within the Western Hills Elementary School in West Des Moines. Within the building, the center uses the gym and cafeteria (community room). The center also has access to 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 as well as the seven other Kids West programs. Ashley has her Bachelor's degree and has past experience working in child care which includes being a director over multiple related programs at the same time. Dorothy Frencher is the on-site supervisor of this program as of 7/2022. Dorothy has an AA degree as well as past experience working in child care.

During the visit, children were observed in the cafeteria and in the gym. Staff were spaced out in both areas among the different groups of children. In the cafeteria, children were playing with learning stations made available to them while sitting at the tables. In the gym, children were engaged in large motor activities and games. Children have the choice of what they want to do.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

There is a secure entrance into the school during programming hours.

A nutritionist reviews all meal items.

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

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.

There is a lot of storage space the center has access to.

The playground is very large with a large variety of activities children can choose from.

The director has quarterly meetings with other directors of before/after school programs in the western suburbs.

Team leaders of the Kids West programs have weekly meetings. The on-site supervisor at this location has monthly meetings with her staff.

There is a good working relationship between the program and other school personnel.

The on-site supervisor believes she has a good group of staff. Staff reportedly work well together and there is a real sense of teamwork.

Enrollment remains steady over the past year.

Kids West programs now have two behavioral specialists who work between the eight programs throughout the week.

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

109.7(1): All staff(within first 3 months of employment)Two hours of approved training FOR the mandatory reporting of child abuse. At least one hour of training regarding universal precautions and infectious disease control. Certification in American Red Cross, American Heart Association, American Safety and Health institute or MEDIC First Aid infant, child, and adult cardiopulmonary resuscitation (CPR) OR equivalent certification approved by the department. A valid certificate indicating the date of training and expiration date shall be maintained. Certification in infant, child, and adult first aid that uses a nationally recognized curriculum or is received from a nationally recognized training organization including the American Red Cross, American Heart Association, American Safety and Health Institute or MEDIC First Aid or an equivalent certification approved by the department. 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 NEWER STAFF IS A MONTH PAST DUE FOR NEEDING TO HAVE THE ESSENTIALS TRAINING COMPLETED.

109.11(3)a: Center shall ensure that: Facility and premises are sanitary, safe, and hazard free. Adequate indoor and outdoor space is provided. The outdoor area shall include safe play equipment and area of shade.
There is not enough pea gravel surfacing for the swings and other climbing structure in that same area on the playground.
THIS IS AN ONGOING ISSUE.

V. SPECIAL NOTES/RECOMMENDATIONS:

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

The center contracts with the school district and takes a school bus for field trips.

I-Power and IQ4K were previously discussed with the director. Staff should continue to upload training certificates and also keep hard copies of these in their files.

As mentioned at last year's visit, it is recommended that outdoor mats be placed under the swings. It is recommended a lot more pea gravel be put down by the swings and monkey bars.

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.