Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: Urbandale Adventuretime-Olmsted Elementary

Provider No.: 16659

Address: 7110 Prairie AVE, Urbandale, IA, 50322

County: Polk

Director's Name: Jake Leonard

On-Site Supervisor: Carissa Bragg, Donna Williams, Kerri Ehlers

Phone Number: 5153136550

E-Mail: leonardj@urbandaleschools.com

HHS Visit Date: 09/30/2025

Licensing Period: 11/01/2025 to 11/01/2027

Fire Inspection:

Date Inspected: 09/24/2024

Comments: State Fire Marshal 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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Program Population Served:

- [ ] Infant(0-<24 Months)
- [ ] Toddler
- [X] PreSchool
- [X] School Age
- [ ] All Ages

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Aged	Capacity
General	0	0	30	170	200
Summer					0

1. Basic Overview

A licensing inspection was conducted on 9/30/25. On-site supervisor, Donna Williams, was present throughout 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.

Urbandale Adventuretime - Olmsted Elementary was given permission to open under HHS (formerly known as DHS) supervision on 8/18/14. Previous to being licensed by HHS, the program was licensed by the Dept. of Education. The former school was torn down and a new school was built that the program moved into (same name) in 8/2021.

This programs serves Wrap-around children as well as school-age children. There is year-round programming for the Urbandale Adventuretime programs, but only during the school year are children present at this specific location. Summer programming and no school day programming is held at Valerius Elementary 6:30am - 6:00pm. This is one of four Adventuretime programs. The school year schedule is typically 6:30am- 9:00am (10am on Mondays) and then again 3:40pm - 6:00pm. This program uses several classrooms (preschool rooms 1411, 1413, and 1402 which is currently the only preschool classroom in use), the cafeteria, the commons area, gym, and makers space area (currently not being used).

The center is overseen by a Board. The director of all four Adventuretime programs is Jake Leonard as of 12/2021. Jake has a BA degree and past experience working in child care before/after school programs. On-site supervisors at this location are Carissa Bragg, Donna Williams, and Kerri Ehlers. All three individuals meet the qualifications for on-site supervisors.

During the visit, school-age children were all in the cafeteria. Children were observed in a variety of activities that included arts/crafts, playing with manipulative toys, playing with blocks, playing board games, and playing with dramatic play toys. Preschool children were located in the preschool commons area. Children were again engaged in free-choice play. Staff were spaced out in all areas and interacting with children. Toys and other equipment are being cleaned and sanitized daily. Children gave specific answers as to where they relocate to for fire and tornado drills and how often they wash their hands while at the center.

2. Identify Observed Strengths of the program

CHILD CARE CENTER ANNUAL EVALUATION

The director has past experience working in a school-age program and is organized. The on-site supervisors are organized.

The director believes he has strong on-site supervisors with good leadership skills.

There is a good mix of mostly tenured and a couple new staff at this location.

All staff wear Adventuretime shirts or Adventuretime badges which makes staff more easily identifiable.

Staff use walkie talkies to communicate with each other throughout the classrooms, playground, etc.

The center is involved with QPPS.

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

The program moved into the brand new school building in 8/2021.

There is a lot of storage space.

Staff and child files were nicely organized.

3. Identify the aspects that fall below the standard

109.11(8)c: All centers: Annual inspection prior to heating season of all fuel-burning appliances to reduce risk of carbon monoxide poisoning and shall install one carbon monoxide detector on each floor that conforms to UL Standard 2034.
The boiler inspection on file expired in 6/2025.

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 9/3/24 - 9/5/24. Radon levels came back below the 4.0 cutoff. 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.

The boiler inspection on file expired at the end of 6/2025.

For field trips, the program contracts with the school district and takes a school bus and bus driver.

For nutrition, the school is providing all meals (AM snack, PM snack, lunches). Food storage was sufficient.

I-Power was again discussed at the visit. Staff should continue to upload their training certificates and also keep hard copies for their files.

The center caps their capacity at 200 children. The capacity of areas used are as follows:
Art room: 28 children (approved for space previously but not in use)
Cafeteria: 171 children
Gym: 185 children
Makers room: 34 children
PreK 1411: 34 children
PreK 1413: 34 children
PreK 1402: 22 children

CHILD CARE CENTER ANNUAL EVALUATION

A new, full, two-year license is recommended.

Date: 09/30/2025

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**.