



MISSOURI DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION
OFFICE OF CHILDHOOD - CHILD CARE COMPLIANCE

COMPLAINT INVESTIGATION OF
SUBSTANTIATED STATUTE OR RULE VIOLATIONS

DATE OF REPORT
12/2/2021

DVN
000354101

FACILITY NAME

ST. JOHN'S EVANGELICAL LUTHERAN CHURCH OF HANNIBAL, MISSOURI

FACILITY ADDRESS

1317 LYON

CITY

HANNIBAL

ZIP CODE

63401

PHONE NUMBER

(573) 221-0615

COUNTY

MARION

ASSIGNED SPECIALIST

RULE/STATUTE VIOLATION(S)

VIOLATION(S)

5 CSR 25-500.112(1)(C)

Ages Three Through Four (3-4) Years. Groups composed solely of three (3) - and four (4) -year olds shall have no less than one (1) adult to ten (10) children;

5 CSR 25-500.112(1)(D)

Ages Five (5) and Up. Groups composed solely of five (5) -year olds and older shall have no less than one (1) adult to every sixteen (16) children; and

CONCLUSION SUMMARY

Office of Childhood has determined that St. John's Evangelical Lutheran Church of Hannibal, Missouri, has violated rules regarding staff child ratio based on the statements of staff Michaela Hull, Danielle Gallup, and Marilyn Sublette. Specifically:

Michaela Hull stated:

- She has definitely been over her correct number of children in the past.
- It is usually afterschool with the older children.
- She has had up to 28 kids in her care by herself in the gym before.
- This has happened a couple times.
- The last time she had too many kids was December 1, 2021, which were age range Kindergarten through 8th grade.
- When this happens, it usually happens for approximately one hour from 3:00 p.m. to later.
- There is no other staff with her sometimes until she goes to the preschool playground about 4:00 p.m.

Danielle Gallup stated:

- There has been multiple times that the school-age children and teachers are out of ratio.
- The last time it happened has been within the last two weeks.
- There was one teacher to approximately 25 children.

Marilyn stated:

- "We are taking care of it"
- "It is being taken care of"
- "That is all I am going have to say"

CI Duckworth asked Marilyn Sublette if the child/staff ratio concerns that "are being taken care of" are with the preschool children and Marilyn stated "yes".

CORRECTIVE MEASURES

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JoAnne Conoyer, Director, will submit a plan to Office of Childhood, Child Care Compliance, documenting how St. John's Evangelical Lutheran Church will maintain correct child/staff ratios of all age ranges for children before/after school and during daycare hours.

COMPLETED (Y/N)

Yes

COMPLETED DATE

1/26/2022

CORRECTIVE MEASURE Once the plan submitted by JoAnne Conoyer for maintaining child/staff ratios has been approved by Office of Childhood, Child Care Compliance, JoAnne Conoyer will conduct a staff meeting with all staff members of St. John's Evangelical Lutheran Church to address such plan. A copy of the meeting agenda along with a sign-in sheet of all staff attending the meeting will be submitted to Child Care Compliance after the meeting is conducted.		COMPLETED (Y/N) Yes	COMPLETED DATE 1/26/2022
CORRECTIVE MEASURE St. John's Evangelical Lutheran Church will post child/staff ratio requirements for each age range on the door of each room used for before and after school care and daycare.		COMPLETED (Y/N) Yes	COMPLETED DATE 1/11/2022
DISPOSITION SUBSTANTIATED		DISPOSITION DATE 1/5/2022	
APPROVING SUPERVISOR BRUCE, CHRISTINA			