



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

COMPLAINT INVESTIGATION OF
SUBSTANTIATED STATUTE OR RULE VIOLATIONS

DATE OF REPORT
7/20/2022

DVN
002174230

FACILITY NAME

IMAGINATION STATION OF MARSHFIELD

FACILITY ADDRESS

110 COMMERCIAL ST STE 102

CITY

MARSHFIELD

ZIP CODE

65706-2104

PHONE NUMBER

(417) 859-6055

COUNTY

WEBSTER

ASSIGNED SPECIALIST

RADNEY, HEATHER E

RULE/STATUTE VIOLATION(S)

VIOLATION(S)

5 CSR 25-500.112(1)(E)

Mixed Age Groups Two Years (2) and Up. Groups composed of mixed ages of children two (2) years of age and older shall have no less than one (1) adult to ten (10) children with a maximum of four (4) two (2) -year olds. When there are more than four (4) two (2) -year olds in a mixed group, the staff/child ratio shall be no less than one (1) adult to eight (8) children.

CONCLUSION SUMMARY

Compliance Inspector (CI) Mariah Bloom and CI Heather Radney conducted an investigation of the allegation that the facility is out of ratio. The allegation is substantiated based on the following information:

5 CSR 25-500.112(1)(E) which states: Mixed Age Groups Two Years (2) and Up. Groups composed of mixed ages of children two (2) years of age and older shall have no less than one (1) adult to ten (10) children with a maximum of four (4) two (2) -year olds. When there are more than four (4) two (2) -year olds in a mixed group, the staff/child ratio shall be no less than one (1) adult to eight (8) children.

On July 26, 2022, CI Bloom conducted a walkthrough of the facility to observe and document ratio and interview staff. Ratio was observed to be correct on this date. Caregivers Andrea Belcavitch and Tela Dewey stated they had been out of ratio and do have issues with ratio sometimes.

On May 3, 2023, CI Radney received and observed the attendance for July 20, 2022. Nineteen children ages 3-9 years old checked in between 7:10 a.m. and 7:59 a.m.; 10 children ages 3-9 years old checked in between 8:00 a.m. and 8:42 a.m.; and three children ages 3-5 years old checked in between 9:04 a.m. and 9:26 a.m.. Additionally, on May 3, 2023, CI Radney received and observed an email from Director Melanie Fraker stating Cameron Dennis was scheduled 7:00 a.m.-12:00 p.m.; Tela Dewey was scheduled 8:00 a.m.- 4:00 p.m.; Melanie Fraker was scheduled 9:00 a.m.- 6:00 p.m.; Laura Minor was scheduled 10:00 a.m.- 2:00 p.m.; Kelsie Tillman was scheduled 11:00 a.m.- 6:00 p.m.; and Andrea Belcavitch was scheduled 12:00 p.m.- 6:00 p.m. On May 8, 2023, CI Radney received and observed an email from Director Melanie Fraker, stating that Tela Dewey's hours changed in July to 7:45 a.m.- 3:45 p.m. to cover ratio numbers. According to documentation provided by Director Melanie Fraker, the facility was out of ratio beginning at 7:40 a.m. when the eleventh child checked in until Tela Dewey arrived to count in ratio. The time Tela Dewey began counting in ratio cannot be determined, but is estimated to be between 7:45 a.m. and 8:00 a.m. There is no documentation to show the exact time.

On May 8, 2023, CI Radney conducted telephone interviews with Director Melanie Fraker, and Caregivers Andrea Belcavitch, Tela Dewey, Cameron Dennis, Kelsie Tillman, and Laura Minor. Director Melanie Fraker stated she does not remember issues with ratio in July 2022. They had a lot of staff turnover at that time. It must have been a fluke that morning that they were over ratio because they hardly ever had that many children that early in the morning. Caregivers Andrea Belcavitch and Tela Dewey reported they did have issues with ratio in July 2022. Caregiver Andrea Belcavitch reported having over 20 children alone. She does not remember the last time she was out of ratio. Caregiver Tela Dewey stated she no longer works at the facility but remembers having 28 school-agers alone at one time.

CORRECTIVE MEASURES

CORRECTIVE MEASURE The facility shall notify all staff members of the violations which were substantiated, and specify the actions to be taken by all staff in order to comply with all licensing violations cited. A copy of the memo, letter, or staff meeting agenda shall be submitted to the Office of Childhood.		COMPLETED (Y/N) Yes	COMPLETED DATE 8/28/2023
CORRECTIVE MEASURE Signs shall be posted at all entrances of the rooms displaying the required staff/child ratios. A statement indicating that this has been completed shall be submitted to the Office of Childhood.		COMPLETED (Y/N) Yes	COMPLETED DATE 8/28/2023
DISPOSITION SUBSTANTIATED		DISPOSITION DATE 6/23/2023	
APPROVING SUPERVISOR FOX, ROMENA			