



**MISSOURI DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION
OFFICE OF CHILDHOOD - CHILD CARE COMPLIANCE
COMPLAINT INVESTIGATION OF
SUBSTANTIATED STATUTE OR RULE VIOLATIONS**

DATE OF REPORT
11/7/2019

DVN
002168729

FACILITY NAME

FOUR LEAF CLOVER PRESCHOOL

FACILITY ADDRESS

3525 COUNTRY CLUB DR

CITY

JEFFERSON CITY

ZIP CODE

65109

PHONE NUMBER

(573) 632-6400

COUNTY

COLE

ASSIGNED SPECIALIST

EVANS, ALISON MICHELE

RULE/STATUTE VIOLATION(S)

VIOLATION(S)

19 CSR 30-62.112 (2)

If a center has an attendance of more than fifty (50) children, the center director or individual in charge shall not be included in staff/child ratios except during naptime or on an emergency substitute basis.

CONCLUSION SUMMARY

On November 12, 2019 Child Care facility Specialist (CCFS) Alison Evans conducted an inspection at the facility and documented attendance and observed attendance records for the children and staff from November 4, 2019 to November 8, 2019. Based on interviews conducted with caregivers, director, and owner the allegation is substantiated. Marcella Williams, director was substituting for staff for extended periods of time the week of November 4th, 2019. The rule states that if a facility has a capacity of 50 or more the director shall not count in staff/child ratios.

CORRECTIVE MEASURES

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The facility shall create a policy to maintain staff/child ratio without utilizing the director during days that staff call in sick. The director and owner shall submit a signed statement indicating that they will follow this policy. The policy and signed statement shall be submitted to SCCR.

COMPLETED (Y/N)

Yes

COMPLETED DATE

1/15/2020

DISPOSITION

SUBSTANTIATED

DISPOSITION DATE

12/23/2019

APPROVING SUPERVISOR

TODARO, KAYLA