



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

**COMPLAINT INVESTIGATION OF
SUBSTANTIATED STATUTE OR RULE VIOLATIONS**

DATE OF REPORT
8/20/2020

DVN
001839210

FACILITY NAME

CIRCLE OF FRIENDS LEARNING CENTER, L.L.C.

FACILITY ADDRESS

2 CORPORATE DR

CITY

DEXTER

ZIP CODE

63841

PHONE NUMBER

(573) 624-0706

COUNTY

STODDARD

ASSIGNED SPECIALIST

GRAHAM, JESSICA

RULE/STATUTE VIOLATION(S)

VIOLATION(S)

19 CSR 30-62.112 (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.

19 CSR 30-62.112 (3)

If a center has an attendance of more than thirty (30) children at lunch or dinner time, staff shall be provided for meal preparation, serving and clean-up. The staff shall not be included in staff/child ratios during this time.

CONCLUSION SUMMARY

On August 26, 2020, Child Care Facility Specialist (CCFS) Jessica Graham investigated the allegation that the facility is over on the amount of kids per staff members. This allegation is substantiated based on the following rule violations:

19 CSR 30-62.112 (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."

AND

19 CSR 30-62.122 (3) which states: "If a center has an attendance of more than thirty (30) children at lunch or dinner time, staff shall be provided for meal preparation, serving and clean-up. The staff shall not be included in staff/child ratios during this time."

Bailey Pullum, caregiver, and Tally Ward, caregiver, both stated that on August 20, 2020, there was only them and one other caregiver working, DeDe. Dede is the cook. Tally stated that the attendance was the highest it had been for the summer with 34 children in attendance.

Bailey and Tally worked all day, however, DeDe left around 12:30pm that day. DeDe was counting in ratio while she was cooking, and the total capacity was over 30 children. When DeDe left around 12:30pm, Tally and Bailey were left with 34 children by themselves, ages 2 years to school age.

CCFS Graham observed child attendance and staff attendance records that were submitted by Circle of Friends Learning Center, LLC. The child attendance showed a total of 34 children in attendance on August 20, 2020. Staff attendance showed that Bailey worked 9 hours, Tally worked 10.75 hours and DeDe worked 3.5 hours. The staff attendance does not show the actual times that the staff clock in and out for their shifts.

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(s) shall be submitted to Section for Child Care Regulation.

COMPLETED (Y/N)

Yes

COMPLETED DATE

10/19/2020

CORRECTIVE MEASURE

The facility shall conduct a staff meeting to review licensing rules and regulations regarding Staff/Child Ratios. The facility must provide the Section for Child Care Regulation with a statement, signed by all staff members (paid employees and paid/unpaid volunteers), to indicate they understand and agree to follow those rules and regulations.

COMPLETED (Y/N)

Yes

COMPLETED DATE

10/19/2020

DISPOSITION

SUBSTANTIATED

DISPOSITION DATE

10/9/2020

APPROVING SUPERVISOR

CLARK, ANGELA