



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

COMPLAINT INVESTIGATION OF  
SUBSTANTIATED STATUTE OR RULE VIOLATIONS

DATE OF REPORT  
9/23/2019

DVN  
002538829

**FACILITY NAME**

MY FRIEND'S HOUSE, LLC.

**FACILITY ADDRESS**

19 NEW SUGAR CREEK RD

**CITY**

FENTON

**ZIP CODE**

63026-4459

**PHONE NUMBER**

(636) 283-8830

**COUNTY**

JEFFERSON

**ASSIGNED SPECIALIST**

RILEY, ALYSSA MARIE

**RULE/STATUTE VIOLATION(S)**

**VIOLATION(S)**

19 CSR 30-62.102 (2)(A)(1)

The group day care home provider or the individual designated as the center director shall be responsible for planning, monitoring and managing the facility's daily program.

19 CSR 30-62.102 (2)(A)(2)

Center directors and group day care home providers routinely shall be on duty during the hours of highest attendance a minimum of forty (40) hours per week. If the facility operates less than forty (40) hours per week, the center director or group day care home provider shall be on duty at least fifty percent (50%) of the operating hours.

**CONCLUSION SUMMARY**

Based on the observation that the approved director was not on site during CCFS visit and the interviews with several staff members confirming Ms. Tanya Baston-Minto's regular absence, the allegation that the approved director, Ms. Tanya, is not present at the facility during peak attendance monitoring the every day programming of the daycare is substantiated.

The Following licensing rules were violated:

19 CSR 30-62.102 (2)(A)(2) Center directors and group day care home providers routinely shall be on duty during the hours of highest attendance a minimum of forty (40) hours per week. If the facility operates less than forty (40) hours per week, the center director or group day care home provider shall be on duty at least fifty percent (50%) of the operating hours.

19 CSR 30-62.102 (2)(A)(1) The group day care home provider or the individual designated as the center director shall be responsible for planning, monitoring and managing the facility's daily program.

Staff members, including Ms. Tanya, confirmed that Ms. Tanya does work at My Friend's House and does come in to work, but has been absent frequently and helping and working at other daycare facilities and does not work at least 40 hours a week during the highest peak of attendance.

**VIOLATION(S)**

19 CSR 30-62.202 (1)(I)

State or local rules, or both, governing food service sanitation shall be maintained in the storage, preparation and service of foods.

**CONCLUSION SUMMARY**

Based on the interview with infant staff, the allegation that bottles are not properly washed and sanitized before reuse is substantiated.

The following licensing rule has been violated:

19 CSR 30-62.202 (1)(I) State or local rules, or both, governing food service sanitation shall be maintained in the storage, preparation and service of foods.

Infant teacher, Ms. Jennifer Stolter stated that she has rinsed out a bottle that was used to feed an infant breast milk and then later refilled it to be used again for another feeding. Center director, Tanya Baston-Minto stated that it is the facility's policy to use the bottles one time and then send home for parents to wash and return daily and that the facility does not rinse or wash bottles at all.

## CORRECTIVE MEASURES

### CORRECTIVE MEASURE

The facility shall submit paperwork to approve a Center Director. The Center director routinely shall be on duty during the hours of highest attendance a minimum of forty (40) hours per week. If the facility operates less than forty (40) hours per week, the center director or group day care home provider shall be on duty at least fifty percent (50%) of the operating hours.

**COMPLETED (Y/N)**

Yes

**COMPLETED DATE**

11/14/2019

### CORRECTIVE MEASURE

The facility shall conduct a staff meeting to review the center's policies and all licensing rules and regulations regarding food and meal service. The facility must provide the Section for Child Care Regulation with a statement, signed by all staff (paid employees or unpaid volunteers), to indicate they understand and agree to follow those rules and regulations.

**COMPLETED (Y/N)**

Yes

**COMPLETED DATE**

8/24/2020

### DISPOSITION

SUBSTANTIATED

### DISPOSITION DATE

11/15/2019

### APPROVING SUPERVISOR

CLARK, ANGELA