



**Bright from the Start Georgia Department of Early Care and Learning  
2 Martin Luther King Jr. Drive SE, 670 East Tower  
Atlanta, GA 30334**

Phone: (404) 657-5562 WWW.DECAL.GA.GOV

**Date:** 9/7/2018    **VisitType:** Licensing Study    **Arrival:** 9:45 AM    **Departure:** 12:45 PM

**CCLC-666**

**E.E. Butler Head Start/Pre-K**

1300 Athens Street Gainesville, GA 30507 Hall County  
(770) 536-1816 jonathan.moore@ndohs.org

**Regional Consultant**

LaKeyshia Tucker

Phone: (770) 357-7048

Fax: (770) 357-7047

lakeyshia.tucker@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:** ★ ★ ★

<b>Compliance Zone Designation</b>			<b>Compliance Zone Designation</b> - A summary measure of a program's 12 month monitoring history, as it pertains to child care health and safety rules. The three compliance zones are good standing, support, and deficient.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
09/07/2018	Licensing Study	Good Standing	
04/25/2018	Monitoring Visit	Good Standing	
08/07/2017	Licensing Study	Good Standing	

**Ratios/License Capacity**

Building	Room	Age Group	Staff	Children	NC/C	Max 35 SF.	35 SF. Comp.	Max 25 SF.	25 SF. Comp.	Notes
Main	T Back L Hall 1R		0	0	C	20	C	NA	NA	
Main	U Back R Hall		0	0	C	22	C	NA	NA	
Main	O Main Hall 2L	Three Year Olds and Four Year Olds	2	17	C	21	C	NA	NA	Music
Main	A 1R Hall 1R	PreK	2	19	C	22	C	NA	NA	Centers
Main	B 1R Hall 2R	PreK	2	18	C	22	C	NA	NA	Centers
Main	D 1R Hall 4R	Four Year Olds and Five Year Olds	2	14	C	22	C	NA	NA	Centers
Main	E 1R Hall 5R	Infants and One Year Olds	3	4	C	21	C	NA	NA	Outside
Main	F 1R Hall 3L	Two Year Olds	2	8	C	17	C	NA	NA	Circle Time
Main	G 1R Hall 2L	One Year Olds	2	6	C	19	C	NA	NA	Centers
Main	H 1R Hall 1L	Two Year Olds	2	7	C	22	C	NA	NA	Free Play
Main	I L Hall 1L		0	0	C	19	C	NA	NA	
Main	J L Hall 2L		0	0	C	22	C	NA	NA	
Main	L 2R Hall 2L		0	0	C	22	C	NA	NA	
Main	P Main Hall 3L	Three Year Olds	2	13	C	21	C	NA	NA	Circle Time,Art
Main	R Main Hall 4L	Two Year Olds and Three Year Olds	2	13	C	21	C	NA	NA	Centers
Main	S Back L Hall 2R		0	0	C	22	C	NA	NA	
Main	C 1R Hall 3R	Four Year Olds	3	20	C	22	C	NA	NA	Centers
Main	K Hall 2L	Three Year Olds and Four Year Olds	2	7	C	19	C	NA	NA	Centers
Main	M 2R Hall 1L	Three Year Olds and Four Year Olds	2	14	C	22	C	NA	NA	Art


Main	N Main Hall 1L	Three Year Olds and Four Year Olds	3	16	C	21	C	NA	NA	Centers	
Total Capacity @35 sq. ft.: 382			Total Capacity @25 sq. ft.: 0			Building @35 capacity limited by Fire Marshall Limitations					
Total # Children this Date: 176			Total Capacity @35 sq. ft.: 382			Total Capacity @25 sq. ft.: 0			Building @25 capacity limited by Fire Marshall Limitations		

Building	Playground	Playground Occupancy	Playground Compliance
Main	Large Playground	368	C
Main	Small Playground	52	C

**Comments**

Plan of Improvement: No Plan Developed

Any rule violation which subjects a child to injury or life-threatening situation or any rule violations previously cited but not corrected, may result in the imposition of an adverse enforcement action. Serious or continued noncompliance may also jeopardize participation in one or more DECAL program(s).



Please refer to the website, <http://www.dec.state.ga.us/CCS/Regulations.aspx>, for information regarding October 1, 2018 rule changes about Criminal Records Checks that may affect your facility. In summary,

- New records checks will be required to be completed if a staff member experiences a six month break in service from the child care industry
- New clearance is required at least once every five years
- Any staff member solely responsible for supervising children will be required to have completed a comprehensive background clearance
- All staff members are required to have completed at least a national fingerprint based clearance check
- Any staff member with only the national fingerprint based clearance, must be under constant and direct supervision of a staff member with a satisfactory comprehensive records check clearance
- Facilities are required to use DECAL KOALA for Criminal Records Checks, including to verify portability of an employee

O.C.G.A. Section 42.1.12(i)(2) requires Bright from the Start: Georgia Department of Early Care and Learning to notify licensed child care programs on accessing and retrieving from the Georgia Bureau of Investigation's (GBI) website a list of the names and addresses of all registered sexual offenders. Please see GBI's website located at <http://gbi.georgia.gov> to access the Georgia Sex Offender Registry.

**Refutation Process:**

You have the right to refute any of the citations noted in this report with which you disagree. To refute a citation(s), e-mail the following information to [CCSRefutations@dec.state.ga.us](mailto:CCSRefutations@dec.state.ga.us).

- 1) Facility name, license number and visit date
- 2) Your name, title/relationship to the facility, e-mail address & up to two phone number(s) where you can be reached
- 3) Specific rule number(s) that you are refuting, along with your concerns or questions regarding the rule citation

Refutations must be submitted to Child Care Services (CCS) within 10 business days of the completion date.

A sample form for submitting a refutation can be found at: <http://dec.state.ga.us/ChildCareServices/RefutationInformation.aspx>

Your refutation will be forwarded to the appropriate CCS manager, who will follow up with you about your concerns. If you have any questions about this process, contact our office at 404-657-5562.

Bright from the Start recommends that all licensed child care providers carry liability insurance coverage sufficient to protect its clients. If you do not have this liability insurance, you are required to post a notice with ½ inch letters in a conspicuous location in the program, notify the parent or guardian of each child in care in writing, obtain their signature to acknowledge receipt and maintain this written acknowledgment on file at the program at all times while the child attends the program and for 12 months after the child's last date of attendance. (O.C.G.A. Section 20-1A-4)



**Important New Deadlines:**

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS).

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.state.ga.us/>  
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or [qualityrated@dec.state.ga.us](mailto:qualityrated@dec.state.ga.us)

---

Jonathan Moore, Program Official

Date

---

LaKeyshia Tucker, Consultant

Date



Bright from the Start Georgia Department of Early Care and Learning  
2 Martin Luther King Jr. Drive SE, 670 East Tower  
Atlanta, GA 30334  
Phone: (404) 657-5562 WWW.DECAL.GA.GOV

### Findings Report

**Date:** 9/7/2018      **VisitType:** Licensing Study      **Arrival:** 9:45 AM      **Departure:** 12:45 PM

#### CCLC-666

#### E.E. Butler Head Start/Pre-K

1300 Athens Street Gainesville, GA 30507 Hall County  
(770) 536-1816 jonathan.moore@ndohs.org

**Mailing Address**  
Same

#### Regional Consultant

LaKeyshia Tucker

Phone: (770) 357-7048

Fax: (770) 357-7047

lakeyshia.tucker@decal.ga.gov

The following information is associated with a Licensing Study:

### Activities and Equipment

#### 591-1-1-.12 Equipment & Toys(CR)

Met

#### Comment

A variety of equipment and toys were observed throughout the center.

#### 591-1-1-.35 Swimming Pools & Water-related Activities(CR)

Met

#### Comment

Center does not provide swimming activities.

### Facility

#### 591-1-1-.19 License Capacity(CR)

Met

#### Comment

Licensed capacity observed to be routinely met by center.

#### 591-1-1-.25 Physical Plant - Safe Environment(CR)

Met

#### Comment

No hazards observed accessible to children on this date.

#### 591-1-1-.26 Playgrounds(CR)

Met

#### Comment

The consultant observed the large playground to be closed on the day of the visit, due to construction. Per the director the construction will be complete by 9-14-18.

**Correction Deadline: 4/25/2018**

**Corrected on 9/7/2018**

**.26(9) - Correction of previous citation, on the small playground there were no insect nest or trash observed.**

### Food Service

---

**591-1-1-.18 Kitchen Operations****Met****Comment**

Kitchen appears clean and well organized.  
The center had a score of 100 from the Health Department.

---

**Health and Hygiene**

---

---

**591-1-1-.10 Diapering Areas & Practices(CR)****Met****Comment**

Staff state proper knowledge of diapering procedures.

---

**591-1-1-.17 Hygiene(CR)****Met****Comment**

Staff were observed to remind children to wash hands.

---

**591-1-1-.20 Medications(CR)****Met****Comment**

At this time the center is currently not dispensing medication.

---

**Policies and Procedures**

---

---

**591-1-1-.21 Operational Policies & Procedures****Met****Comment**

Observed documentation of completed fire drills on the day of the visit.

**Correction Deadline: 9/12/2018**

---

**Safety**

---

---

**591-1-1-.11 Discipline(CR)****Met****Comment**

Staff were observed to maintain a positive learning environment on this date.

---

**591-1-1-.36 Transportation(CR)****Met****Comment**

Center does not provide routine transportation.

---

**Sleeping & Resting Equipment**

---

---

**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Met****Comment**

Pleasant naptime environment observed.

---

**Staff Records**

---

---

**Records Reviewed: 30****Records with Missing/Incomplete Components: 0**

---

Staff # 1

Met

Date of Hire: 12/01/2018

Staff # 2

Met

---

Date of Hire: 01/02/2018

Staff # 3 Met

Date of Hire: 07/31/2017

Staff # 4 Met

Date of Hire: 02/09/2015

Staff # 5 Met

Date of Hire: 07/25/2017

Staff # 6 Met

Date of Hire: 08/06/2007

Staff # 7 Met

Date of Hire: 09/12/2011

Staff # 8 Met

Date of Hire: 09/01/2017

Staff # 9 Met

Date of Hire: 10/29/2010

Staff # 10 Met

Date of Hire: 02/22/1993

Staff # 11 Met

Date of Hire: 02/26/2001

Staff # 12 Met

Date of Hire: 02/22/1993

Staff # 13 Met

Date of Hire: 09/20/2011

Staff # 14 Met

Date of Hire: 04/15/2015

Staff # 15 Met

Date of Hire: 12/05/2017

Staff # 16 Met

Date of Hire: 08/23/2004

Staff # 17 Met

Date of Hire: 01/07/2018

**Records Reviewed: 30**

**Records with Missing/Incomplete Components: 0**

---

Staff # 18 Date of Hire: 09/24/2012	Met
Staff # 19 Date of Hire: 07/25/2016	Met
Staff # 20 Date of Hire: 07/25/2016	Met
Staff # 21 Date of Hire: 08/22/2016	Met
Staff # 22 Date of Hire: 11/17/2003	Met
Staff # 23 Date of Hire: 06/01/2018	Met
Staff # 24 Date of Hire: 11/20/2000	Met
Staff # 25 Date of Hire: 05/23/1988	Met
Staff # 26 Date of Hire: 02/04/2017	Met
Staff # 27 Date of Hire: 07/15/2016	Met
Staff # 28 Date of Hire: 01/19/2016	Met
Staff # 29 Date of Hire: 11/01/2017	Met
Staff # 30 Date of Hire: 08/11/2018	Met

**Staff Credentials Reviewed: 30**

---

**591-1-1-.09 Criminal Records Check(CR)**

**Met**

**Comment**

Criminal records checks were observed to be complete.  
Discussed new criminal records requirements that are effective 10-1-18.

---

**591-1-1-.31 Staff(CR)**

**Met**

**Comment**

Staff observed to be compliant with applicable laws and regulations.

<b>Staffing and Supervision</b>
---------------------------------

---

**591-1-1-.32 Staff:Child Ratios and Group Size(CR)**

**Met**

**Comment**

Center observed to maintain appropriate staff:child ratios.

---

**591-1-1-.32 Supervision(CR)**

**Met**

**Comment**

Staff observed to provide direct supervision and be attentive to children's needs.