

**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.dec.state.ga.us

**(Cover Sheet)****Date:** 1/18/2023**VisitType:** EX-Monitoring**Arrival:** 3:00PM**Departure:** 4:45PM**EX-43887 EXMT-6394 EX-1 - Government  
DeKalb County Schools ASED - E.L. Miller**

919 Martin Road, Stone Mountain GA 30088

DeKalb County

(678) 676-3302

rosrico\_howard@dekalbschoolsga.org

**Mailing Address**

5829 Memorial DR, GA 30083

**Regional Consultant**

Melissa McFarlin

Phone: (770) 359-5224

Fax: (770) 302-9130

melissa.mcfarlin@dec.state.ga.us

Joint with:

Compliance Zone Designation			Prevention Action Category	Intermediate Action Category	Dismissal Action Category
1/18/2023	EX-Monitoring	NA	<b>Prevention Level 1 (P1)</b>	<b>Intermediate Level 1 (I1)</b>	<b>Dismissal (D)</b>
			Technical Assistance	Corrective Action Plan	Dismissal
				Office Conference	Disqualification
			<b>Prevention Level 2 (P2)</b>	<b>Intermediate Level 2 (I2)</b>	
			Citation	Fine (Level 1 or 2)	
			Plan of Improvement		
			<b>Prevention Level 3 (P3)</b>	<b>Intermediate Level 3 (I3)</b>	

**Staff: Child Ratios**

Room Description	Age Groups	Staff Count	Children Count	State Ratio Met	Notes
117		0	0	Y	
119	, Six and older	1	18	Y	
Art Room		0	0	Y	
Cafeteria		0	0	Y	
Gym	PreK, Fives, Six and older	2	16	Y	
PG		0	0	Y	

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 3

#Children Count: 34

**Comments:**

On January 18, 2023, an in person visit was conducted for the purpose of a CAPS Monitoring Visit. In addition, an administrative review was conducted on this date to review required documents.

Corrective Action Plan: Developed This Date

Please refer the website, <http://www.dec.state.ga.us/CCS/RulesAndRegulations.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

By signing this report I acknowledge that the report was discussed with me and if there are any missing requirements I am responsible for submitting them as outlined to Maximus or the CAPS program.

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.al.ga.gov](mailto:CCSRefutations@dec.al.ga.gov).

1. Facility name, program 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 standard(s) that you are refuting, along with your concerns or questions regarding the citation
4. Refutations must be submitted to Child Care Services (CCS) within 10 business days of the completion date of the visit to the facility.
5. Your refutation will be forwarded to the CCS Exemptions Unit manager, who will follow up with you about your concerns. If you have any questions about this process, contact our office at 770-293-5977.

Any violation which subjects a child to injury or life threatening situation or continued non-compliance may jeopardize participation in the CAPS program for eligible license-exempt program (government-owned facilities and day camps).

Director/Person-in-charge Signature\_\_\_\_\_

Printed Name\_\_\_\_\_ Date\_\_\_\_\_

Specialist Signature\_\_\_\_\_ Date\_\_\_\_\_

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**(Summary Report)****Date:** 1/18/2023**VisitType:** EX-Monitoring**Arrival:** 3:00PM**Departure:** 4:45PM**EX-43887 EXMT-6394 EX-1 - Government  
DeKalb County Schools ASEDP - E.L. Miller**919 Martin Road, Stone Mountain GA 30088  
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**The following information is associated with a Exemption Monitoring:****Activities and Equipment****EX-HS-F Equipment & Toys(CS)****Met****Comment**

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

**EX-HS-Q Swimming Pools & Water-related Activities(CS)****N/A****Comment**

Program does not provide swimming activities.

**Exemptions****EX-HS-X Exemption Requirements****Met****Comment**

Observed compliance with the local zoning authorities, fire safety agencies and local building authorities on this date.

**Facility****EX-HS-L Physical Plant(CS)****Met****Comment**

No hazards observed accessible to children on this date.

**EX-HS-M Playgrounds(CS)****Met****Comment**

Playground observed to be clean and in good repair.

**Health and Hygiene****EX-HS-U Diapering Areas & Practices(CS)****N/A****Comment**

No diapered children are enrolled.

**EX-HS-H Hygiene****Met****Comment**

Hand washing was not observed during the visit but proper hand washing rules were discussed.

**EX-HS-.I Medications(CS)****N/A****Comment**

Medication is not dispensed.

**Policies and Procedures****EX-HS-.J Operational Policies & Procedures****Met****Comment**

It was determined that the program provides Parents a copy of the Program's written policies and procedures.

**EX-HS-.T Required Reporting****Met****Comment**

There were no incidents or injuries that required reporting.

**Safety****EX-HS-.E Discipline(CS)****Met****Comment**

Staff were observed to maintain an age appropriate learning environment on this date.

**EX-HS-.S Field Trips****N/A****Comment**

No field trips are offered.

**EX-HS-.R Transportation(CS)****N/A****Comment**

Program does not provide routine transportation.

**Sleeping & Resting Equipment****EX-HS-.V Safe Sleeping and Resting Requirements(CS)****N/A****Comment**

No infants are enrolled.

**Staff Records****Records Reviewed: 6****Records with Missing/Incomplete Components: 3**

Staff's Name [# 1]: Black, Jason

Not Met

"Missing/Incomplete Components"

EX-HS-.D-Criminal Records Check Missing

Staff's Name [# 2]: Buckley, Jamila

Met

Date of Hire: 08/08/2016

Staff's Name [# 3]: Hinton, Patrice

Not Met

"Missing/Incomplete Components"

EX-HS-.D-Criminal Records Check Missing

Staff's Name [# 4]: Howard, Rosrico

Met

Date of Hire: 08/05/2015

Staff's Name [# 5]: Lane, Vivian

Met

Date of Hire: 08/23/2001

Staff's Name [# 6]: Rogers, Altamese

Not Met

"Missing/Incomplete Components"

EX-HS-.D-Criminal Records Check Missing

**EX-HS-.D Criminal Records and Comprehensive Background Checks(CS)****Not Met****Finding**

EX-HS-.D(1) requires every staff member with direct care responsibilities must have a Satisfactory Criminal Records Check Determination before the individual is present at the program while any child is present for care. It was determined that three (3) six (6) staff members did not have a Satisfactory Determination Criminal Records Check.

**POI (Plan of Improvement)**

The Program will ensure that staff members have a Satisfactory Determination Criminal Records Checks prior to working with children in the after care program.

**Correction Deadline: 1/18/2023****EX-HS-.W First Aid & CPR****Met****Comment**

Observed evidence of staff training in CPR and first aid on this date.

**EX-HS-.P Staff Training****Met****Comment**

Observed training for all staff members on this date.

**Staffing and Supervision****EX-HS-.O Staff:Child Ratios and Supervision(CS)****Met****Comment**

Adequate supervision observed on this date.