

**Notice of Findings**

**Notice To:** Fiona Wilson - Director  
**Facility Name:** Little Acorns LLC  
**Owner:** Fiona Wilson  
**Site Address:** 1240 Huff Lane  
**City/State/Zip:** Jackson, WY 83001

The Department of Family Services has completed the investigation regarding alleged violation(s) of the Wyoming Child Care Rules received on 03/17/2022, and investigated by Kelli Dunne

A statement of childcare allegation, CPL-48711, was provided on 03/17/2022.

The finding is listed below for each individual alleged violation of the Wyoming Child Care Licensing Rules:

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1. Finding: Non-Compliant

Regulation: Chapter 4. General Requirements

Section 3. Provider, Director, and Staff Requirement

(a) Before the provider, director, their staff, household member, substitute or volunteer assume responsibility for the direct care of children, work in the facility or move into the Family Child Care Home or Family Child Care Center, the following shall be on file:

(iv) Completed National Sex Offender Registry check and state Sex Offender Registry checks for Wyoming and for each state the person has lived in for the past five (5) years for staff, household members, substitutes, and volunteers. A person shall not be employed or present in the facility if the Sex Offender Registry check(s) states the person is a registered sex offender.

Explanation of Findings: It was discovered during renewal desk review and verified at visit that (1) staff member relocated out of state and has been working without an out of state background check for a period of 3.5 months.

Action Required: Staff member may not work until out of state background check has been completed or an approved variance is in place. A corrective action plan needs to be completed detailing how this will not happen in the future.

Corrective Action Plan Due Date: 04/01/2022

Corrective Action Plan Achieved Date:

Compliance Due Date: 03/17/2022

Compliance Achieved Date:



**The Department requests your cooperation in ensuring compliance is met. In the absence of cooperation, the Department may take whatever steps are necessary to ensure the safety of children.**

**The Department's information may be shared with authorized individuals or agencies, which include, but are not limited to, the Attorney General, County Attorney, and law enforcement.**

If you disagree with the Department's finding of a non-compliance violation, you may request an Administrative hearing within (10) days of your receipt of this letter (W.S. 14-4-108). Administrative hearing procedures are included in the Wyoming Department of Family Services Contested Case Hearing Rules, Chapter 2, Substitute Care and Child Care Licensing and based on the above statute. If you need a copy of the Rules, or assistance in requesting an Administrative hearing, you may contact the Department of Family Services Field Office in the county where you live.

Licenser: Kelli Dunne  
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Phone: 307-249-5848  
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Licenser Supervisor: Michelle Tucker  
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Phone: 307-777-5151  
Email: michelle.tucker1@wyo.gov

Signature:

A handwritten signature in black ink, appearing to read 'K Dunne', with a large, stylized initial 'K' and a long, flowing tail.

Kelli Dunne

Date: 03/17/2022

CC:

Janette Garcia-Luna - Assistant Director  
fiona@littleacornsacademy.com

Fiona Wilson - Owner  
fiona@littleacornsacademy.com

Sara Dolentz - Owner  
PO Box 7343, Jackson, WY, 83002