

**Notice of Findings**

**Notice To:** Kylah Avery - Director  
**Facility Name:** Avery Adventure Academy  
**Owner:** Kylah Avery  
**Site Address:** 303 Midway Street  
**City/State/Zip:** Rock Springs, WY 82901

The Department of Family Services has completed the investigation regarding alleged violation(s) of the Wyoming Child Care Rules received on 05/19/2026, and investigated by Veronica Endecott.

A statement of childcare allegation, CPL-6107, was provided on 05/19/2026.

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. Owner, Director, and Staff Requirements.

(f) All staff, household members, substitutes, and volunteers shall complete a full fingerprint based national criminal history record background check and a state criminal registry check for Wyoming and for each state the person has lived in the past five (5) years, every five (5) years. These checks shall be kept current at all times, using the date the check was performed as the initial date, and repeated every five (5) years thereafter. The Department may require a new full fingerprint based national criminal history record background check or a state criminal registry check for Wyoming and/or each state the person has lived in the past five (5) years at any time for staff, household members, substitutes, and volunteers.

Allegation: It has been found by Child Care Licensing during a review of background checks on May 19, 2026 that Director/Owner Kylah Avery and household member John Avery's fingerprint background check results expired on April 12, 2026.

Explanation of Findings: It has been found by Child Care Licensing during a review of background checks on May 19, 2026 that Director/Owner Kylah Avery and household member John Avery's fingerprint background check results expired on April 12, 2026. Over the course of the previous 90 days, Kylah received no less than 8 reminders to complete these background checks and multiple requests to submit a complete, appropriate variance request for more time to submit and process these background check forms. As of May 19, 2026, no complete variance request has been received and the correct forms have not been submitted to the Background Check Unit for processing.

Action Required: The Director/Owner of the facility shall submit a complete variance request no later than the close of business on May 20, 2026. The Director/Owner and household member shall submit the complete, correct background check forms and fingerprint cards no later than May 26, 2026. The Director/Owner shall complete a Corrective Action Plan detailing how the facility will ensure that background checks are completed timely and correctly in the future, including details of how the facility will ensure communication with their Licensor if more time is needed. Failure to complete these tasks may result in additional negative action.

Corrective Action Plan Due Date: 06/02/2026

Corrective Action Plan Achieved Date:

Compliance Due Date: 05/26/2026

Compliance Achieved Date: 05/20/2026

**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 the 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 non-compliance for a 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 Department of Family Services' **Wyoming Child Care Licensing Rules, Chapter 3, Section 5: Contested Case Hearing Rules**, and based upon the above statute. If you have questions, or need a copy of the Rules, you may contact the Department of Family Services Field office in the county where you live.

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Email: Michelle.Tucker1@wyo.gov

Signature: \_\_\_\_\_  
Veronica Endecott

Date: \_\_\_\_\_

CC:  
Kylah Avery - Owner  
kylaha14@gmail.com