

### **Notice of Findings**

**Notice To:** Sabra J Nation - Director  
**Facility Name:** Key Explorers Preschool and Early Childhood Center  
**Owner:**  
**Site Address:** 3425 Del Range Blvd.  
**City/State/Zip:** Cheyenne, WY 82001

The Department of Family Services has completed the investigation regarding alleged violation(s) of the Wyoming Child Care Rules received on 06/16/2025, and investigated by Danielle Farino.

A statement of childcare allegation, CPL-5950, was provided on 06/23/2025.

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

---

#### 1. Finding: Non-Compliant

Regulation: Chapter 4. General Requirements  
Section 6. Discipline and Guidance.

(d) The following behavior shall be prohibited in all child care settings:  
(iv) Any form of humiliation including threats of physical punishment;

Allegation: It has been reported that on one or more occasion in the last 4 months, a staff member threatened to physically punish a child in care.

Explanation of Findings: It has been found that on one or more occasion in the last 4 months, staff member SH threatened to spank her child while her child was enrolled in care at the facility.

Action Required: The facility shall create a policy outlining appropriate interactions between staff who are parents and their own children, and detailing that all interactions must be compliant with the DFS Licensing requirements for Discipline and Guidance. Additionally, this policy should include detailed information on how staff shall report inappropriate actions to the director, and encouraging them to do so. The facility shall submit a corrective action plan outlining how they will implement this new policy to ensure all current and future staff are abiding by it, and provide signatures from all staff currently employed, acknowledging they have read and understand the policy. Furthermore, staff member SH shall complete 1 hour of training in the areas of self control and discipline, respectful interactions with children and/or handling challenging behaviors in a child care setting. This training may be taken online, through the DFS technical assistance coordinator Penny Cannon, the PLC or another approved entity. This training may count toward the facility's biennium training

requirements if approved by STARS. This training shall be completed no later than 8/3/2025, and the signatures of staff who have read and acknowledge the new policy on appropriate parent/staff and child interactions shall be submitted on that same day.

Corrective Action Plan Due Date: 07/17/2025

Corrective Action Plan Achieved Date:

Compliance Due Date: 08/03/2025

Compliance Achieved Date:

## 2. Finding: Compliant

Regulation: Chapter 4. General Requirements

Section 6. Discipline and Guidance.

(d) The following behavior shall be prohibited in all child care settings:

(iii) Inappropriate use of language, including but not limited to profanity, name-calling, derogatory or demeaning terminology or screaming related to disciplinary purposes;

Allegation: It has been reported that on one or more occasion in the last 4 months, that a staff member used inappropriate language, including but not limited to yelling, screaming, and/or profanity, in front of and/or towards children in care.

Explanation of Findings: There is not enough evidence to support a finding of noncompliance.

Corrective Action Plan Due Date:

Corrective Action Plan Achieved Date:

Compliance Due Date:

Compliance Achieved Date:

## 3. Finding: Compliant

Regulation: Chapter 4. General Requirements

Section 6. Discipline and Guidance.

(b) When "time out" is used, it shall:

(iii) Be used infrequently and for very brief periods of time-out using one (1) minute for each year of the child's age. It shall be used selectively, taking into account the child's developmental stage and the usefulness of "time out" for the particular child.

Allegation: It has been reported that on one or more occasion in the last 4 months, a staff member was inappropriately utilizing time-outs as a form of punishment by keeping them in time-out for 10-15 minutes.

Explanation of Findings: There is not enough evidence to support a finding of noncompliance.

Corrective Action Plan Due Date:

Corrective Action Plan Achieved Date:

Compliance Due Date:

Compliance Achieved Date:

## 4. Finding: Compliant

Regulation: Chapter 4. General Requirements

Section 6. Discipline and Guidance.

(d) The following behavior shall be prohibited in all child care settings:

(vi) Any form of confining a child's movement or restraining a child as a means of punishment; and

Allegation: It has been reported that on one or more occasion in the last 4 months, a staff member was confining or restraining a child as a means of punishment by holding them in time-out, and/or holding children's arms down while they are in time-out.

Explanation of Findings: There is not enough evidence to support a finding of noncompliance.

Corrective Action Plan Due Date:

Corrective Action Plan Achieved Date:

Compliance Due Date:

Compliance Achieved Date:

## 5. Finding: Compliant

Regulation: Chapter 4. General Requirements

Section 6. Discipline and Guidance.

(d) The following behavior shall be prohibited in all child care settings:

(ii) Rough handling of children, including but not limited to hitting, spanking, beating, shaking, pinching, pushing or other measures that could produce physical pain;

Allegation: It has been reported that on one or more occasion in the last 4 months, a staff member roughly handled children by tugging or yanking on their arms or limbs.

Explanation of Findings: There is not enough evidence to support a finding of noncompliance.

Corrective Action Plan Due Date:

Corrective Action Plan Achieved Date:

Compliance Due Date:

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 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.

Licenser: Danielle Farino  
Address: 3817 Beech St Suite 200  
City/State/Zip: Laramie WY 82070  
Phone: 307-745-2114  
Email: danielle.farino@wyo.gov

Licenser Supervisor: Michelle Lala  
Address: 1510 East Pershing Blvd  
City/State/Zip: Cheyenne WY 82001  
Phone: 307-777-5151  
Email: Michelle.Tucker1@wyo.gov

Signature:

A handwritten signature in black ink, appearing to read 'Danielle Farino', written in a cursive style.

Date: 07/03/2025

Danielle Farino

CC:

Shannon Kastriotis - Board Representative  
keyeducationboard@gmail.com