

Notice of Findings

Notice To: Danielle Martinez - Director
Facility Name: Lighthouse Littles
Owner: Miranda Reddell
Site Address: 107 E 8th Avenue
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 06/24/2026, and investigated by Jessica Jenkins.

A statement of childcare allegation, CPL-6134, was provided on 06/24/2026.

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

1. Finding: Non-Compliant

Regulation: Chapter 11. HEALTH AND SAFETY REQUIREMENTS FOR ALL FACILITY TYPES
Section 12. Physical Facility.

(a) Overall Condition Overall Condition

(ii) Children shall be present only in areas of the facility approved and inspected for child care and designated for their use. Children shall be present only in areas of the facility approved and inspected for child care and designated for their use.

Allegation: During an investigation conducted by Childcare Licensing, it has been reported that on June 4th 2026 a one year old in care was being cared for in the school age program, which is a separate facility exempt from Licensing and not an approved space for child care use.

Explanation of Findings: Through interviews and evidence obtained over the course of this investigation, it have been found that on June 4, 2026, a one year old child in the care of Lighthouse Littles was moved to the unlicensed side of the building, which is used for school age care. This area is not approved for child care use and it has been found that staff of the facility had been clearly instructed that child care children can not be moved to that side of the building prior to this incident.

Action Required: The owner of the facility has implemented a written policy and reminder that children under the age of 5 may not be in the school age side of the building. The facility owner has agreed to pursue licensing the school age program and has taken proactive steps, including applying with DFS and with the County Health Department. If the school age program is not licensed by July 31, 2026, the facility shall provide each parent of each child enrolled in Lighthouse Littles a statement outlining that the program is not licensed and that their children may not be cared for in that side of the building during licensed child care hours of operation and have each parent sign an acknowledgement of receipt of this statement. Complete a Corrective Action Plan explaining how the facility will ensure that children who are being cared for under the Lighthouse Littles license will never be cared for in the school age exempt program.

Corrective Action Plan Due Date: 07/22/2026

Corrective Action Plan Achieved Date:

Compliance Due Date: 07/31/2026

Compliance Achieved Date:

2. Finding: Non-Compliant

Regulation: Chapter 11. HEALTH AND SAFETY REQUIREMENTS FOR ALL FACILITY TYPES
Section 3. Qualifications and Responsibilities.

(g) Background Checks. Background Checks.

(i) The following background checks are required and shall be on file for all owners, directors, adult staff, employees, substitutes, and volunteers who are in the facility during operating hours, prior to working in the facility, assuming responsibility for and providing direct care of children, and household members 18 years of age and older residing in or moving into the facility: The following background checks are required and shall be on file for all owners, directors, adult staff, employees, substitutes, and volunteers who are in the facility during operating hours, prior to working in the facility, assuming responsibility for and providing direct care of children, and household members 18 years of age and older residing in or moving into the facility:

(A) A Central Registry or child abuse/neglect check in Wyoming and in all states lived in for the past five (5) years; A Central Registry or child abuse/neglect check in Wyoming and in all states lived in for the past five (5) years;

Allegation: During an investigation conducted by Childcare Licensing, it has been reported that on June 4th 2026 an unqualified individual, LM, had unsupervised access to a child care child.

Explanation of Findings: Through interviews and evidence obtained over the course of this investigation, it has been found that on June 4, 2026, a one year old child under the care of the Lighthouse Littles was moved to the unlicensed and exempt school age program, where staff member LM had unsupervised access to the child. Staff member LM was not fully qualified due to a missing out of state central registry result.

Action Required: Staff member LM is no longer employed at the facility. Complete a corrective action plan detailing how the facility will ensure that Director and all staff members are fully qualified or supervised by a fully qualified staff member if they are on a variance for a background check.

Corrective Action Plan Due Date: 07/22/2026

Corrective Action Plan Achieved Date:

Compliance Due Date: 07/22/2026

Compliance Achieved Date:

3. Finding: Compliant

Regulation: Chapter 11. HEALTH AND SAFETY REQUIREMENTS FOR ALL FACILITY TYPES
Section 9. Parental Communication.

(a) Access to children Access to children

(iii) Children shall not be released to unauthorized persons without prior parent approval and proper identification. Children shall not be released to unauthorized persons without prior parent approval and proper identification.

Allegation: During an investigation by Childcare licensing, it was reported that on June 4th 2026 a child in care was signed out by an unauthorized individual, without parent approval.

Explanation of Findings: There is not enough evidence to support a finding of non-compliance.

Corrective Action Plan Due Date:

Corrective Action Plan Achieved Date:

Compliance Due Date:

Compliance Achieved Date:

4. Finding: Compliant

Regulation: Chapter 11. HEALTH AND SAFETY REQUIREMENTS FOR ALL FACILITY TYPES
Section 6. Records.

- (b) Administrative records shall include: Administrative records shall include:
- (i) Current and accurate attendance records for each child and staff members to include the dates and arrival/departure times that are verified by staff; Current and accurate attendance records for each child and staff members to include the dates and arrival/departure times that are verified by staff;

Allegation: During an investigation conducted by Child Care Licensing, it has been reported that on June 4th, 2026 a child was marked signed out by staff member L.M. Staff member L.M reported they did not sign the child out on this date, resulting in inaccurate attendance records.

Explanation of Findings: There is not enough evidence to support a finding of non-compliance.

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: Jessica Jenkins
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Licenser Supervisor: Michelle Lala
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Signature:

A handwritten signature in black ink that reads "Jessica Jenkins". The signature is written in a cursive, flowing style.

Jessica Jenkins

Date: 07/08/2026

CC:

Miranda Reddell - Owner
admin@lighthouselearningcenterllc.com