

Notice of Findings

Notice To: Karen Williamson - Director
Facility Name: Koala Kids Daycare and Preschool
Owner:
Site Address: 411 Lincoln St
City/State/Zip: Lander, WY 82520

The Department of Family Services has completed the investigation regarding alleged violation(s) of the Wyoming Child Care Rules received on 01/12/2026, and investigated by Laice Deyo.

A statement of childcare allegation, CPL-6047, was provided on 01/13/2026.

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 10. Records.

(c) Owner, director, staff, substitute and volunteer records shall be current and maintained at all times either on the DFS-205, Facility Staff Record or other similar record, and shall include:

(v) Dates, hours worked and area of responsibility;

Allegation: It was reported that on or around January 7th 2026, facility did not keep attendance records with accurate arrival and departure times for one or more staff.

Explanation of Findings: Through interviews and evidence obtained over the course of this investigation, it has been found that on January 7, 2026 the facility did not keep attendance records with accurate arrival or departure times for at least one staff.

Action Required: The Director and/or Assistant Director shall do hourly checks of the attendance sheet, updating as needed to ensure accuracy for both children and staff. The Director and/or Assistant Director shall submit the verified attendance records by the end of the day on Friday each week. Please submit a corrective action plan detailing how the director will ensure that staff and child attendance records are current and maintained accurately throughout that day.

Corrective Action Plan Due Date: 02/03/2026

Corrective Action Plan Achieved Date:

Compliance Due Date: 02/03/2026

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: Laice Deyo
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Licenser Supervisor: Stoney Busch
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Phone: 307-473-3933
Email: Stoney.Busch@wyo.gov

Signature: _____
Laice Deyo

Date: _____

CC: