STATE OF WYOMING
Department of Family Services

CCL-305

Notice of Findings

Notice To: Taylor R Keast (Interim Director) - Director
Facility Name: MONTESSORI SCHOOL OF CHEYENNE
Owner:
Site Address: 5926 Townsend Place
City/State/Zip: Cheyenne, WY 82009

The Department of Family Services has completed the investigation regarding alleged violation(s) of the Wyoming Child Care Rules received on 02/12/2026, and investigated by Kathy Geringer.

A statement of childcare allegation, CPL-6062, was provided on 02/12/2026.

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 2. Capacity/Supervision Requirements.
   (l) There shall be at least one (1) adult staff supervising the care of children at all times. Video and/or audio monitors shall not be used to fulfill staff supervision requirements.

   Allegation: It has been self reported by the Interim Director of the facility, that on February 11, 2026, a 3 year old child in care was left unsupervised in the bathroom of the facility.

   Explanation of Findings: It has been found based on interviews with the Interim Director and facility staff, that a three year old child was left unsupervised by staff in a classroom/bathroom of the facility on February 11, 2026, for the time period between 2:56pm and 4:11 pm.

   Action Required: Immediately: ~Regardless of the usage of the current Brightwheel application, paper attendance will be used in each classroom. The attendance will be checked and verified by each staff in attendance in the classroom prior to departure from a room/area and prior to returning to each room/area where children are cared for. The attendance will include face and name identification for each child. Counting the number of children alone is not adequate for verification of attendance. The documentation of classroom attendance for each child and staff must also be recorded with in and out times and checked hourly for each classroom and verified by the lead teacher in each room with the time and the lead teacher's initials on the paper forms. The same documentation will be made by the lead teacher when children are entering and leaving a classroom/area. Within 30 days: ~All staff members, including the Director and Assistant Director of the facility, shall complete the following training through the Better Kid Care website: Supervision: Counting Children (1hr) Supervision: Moving Children (1hr) Supervision: Teamwork (1hr) ~All staff members, including the Director and Assistant director, shall read the Head Start Active Supervision PDF (https://headstart.gov/safety-practices/article/active-supervision) ~All staff members, including the Director and Assistant Director shall write a reflection paragraph (minimum 5 sentences) of what was learned regarding active supervision and how it will be applied in the facility. Within 45 days: ~Submit a corrective action plan reflecting on why this event happened, the training and the new attendance documentation which has been implemented for each classroom in the facility, and how the facility will ensure that this incident does not happen in the future.

   Corrective Action Plan Due Date: 05/11/2026
   Corrective Action Plan Achieved Date:
   Compliance Due Date: 04/24/2026
   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.

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Signature:  Date: 03/25/2026

Kathy Geringer

CC:
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