

Notice of Findings

Notice To: Cami Walther - Director
Facility Name: Trinity Lutheran School
Owner:
Site Address: 1111 East 22nd. St.
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 01/16/2025, and investigated by Kathy Geringer

A statement of childcare allegation, CPL-54223, was provided on 01/16/2025.

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 3. Owner, Director, and Staff Requirements.

(e) All staff, household members, substitutes, and volunteers shall complete child abuse/neglect Central Registry background checks and a National and state Sex Offender Registry check once a year, for Wyoming and each state the person has lived in the past 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 year thereafter. An out-of-state abuse/neglect Central Registry background check for states lived in during the past five (5) years do not have to be repeated unless the person has lived in that state since the last check was performed. The Department may require a new child abuse/neglect Central Registry background check at any time for staff, household members, substitutes, and volunteers.

Explanation of Findings: Current Wyoming Central Registries were not on file for two staff working in the facility. One staff had a lapse of five months since the last Central Registry run. The second staff had not had a Wyoming Central Registry since that staff turned eighteen years old two months ago.

Action Required: A Wyoming Central Registry was completed for one of the staff on 1/14/25, and submitted for the second staff on 1/14/25. Submit a Corrective Action Plan stating how you will in the future; track the due dates for all Wyoming Central Registries, the submission of all Wyoming Central Registry checks, and the completion of all Wyoming Central Registries.

Corrective Action Plan Due Date: 01/30/2025
Corrective Action Plan Achieved Date:
Compliance Due Date: 01/15/2025
Compliance Achieved Date: 01/15/2025

2. Finding: Non-Compliant

Regulation: Chapter 4. General Requirements
Section 3. Owner, Director, and Staff Requirements.

(a) Before the owner, director, their staff, household member, employee, substitute or volunteer assume responsibility for children, provide direct care of children, work in the facility or move into the Family Child Care Home or Family Child Care Center, the following shall be on file:
(v) A full fingerprint based national criminal history record background check. A state criminal

registry check for Wyoming and each state the person has lived in for the past five (5) years is also required. Staff, household members, substitutes, and volunteers may not be employed or present in the facility if the background checks indicate they have been convicted or have a pending deferred prosecution of a felony or misdemeanor involving:

Explanation of Findings: A staff member turned 18 years old in November of 2024, but had not had a fingerprint criminal history background check completed.

Action Required: Submit fingerprints for staff immediately and notify the Licenser when they have been submitted. Submit a variance request to allow the staff to be allowed to work in the facility pending the completion of the fingerprint background check. Submit a Corrective Action Plan stating how you will track the birthdate of minor staff and the date their fingerprints will be submitted.

Corrective Action Plan Due Date: 01/30/2025

Corrective Action Plan Achieved Date:

Compliance Due Date: 01/17/2025

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 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 a non-compliance 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 Wyoming Department of Family Services Contested Case Hearing Rules, Chapter 2, Substitute Care and Child Care Licensing and based on the above statute. If you need a copy of the Rules, or assistance in requesting an Administrative hearing, you may contact the Department of Family Services Field Office in the county where you live.

Licenser: Kathy Geringer
Address: 1556 Progress Court
City/State/Zip: Wheatland WY 82201
Phone: 307-322-3790
Email: Kathy.Geringer@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 be 'Kathy Geringer', written over a horizontal line.

Kathy Geringer

Date: 01/16/2025

CC:

Zack Raak - Board President
castleraak@gmail.com

Pastor John Preus - Board Representative
pr.preus@trinitycheyenne.org