



**Bright from the Start Georgia Department of Early Care and Learning  
2 Martin Luther King Jr. Drive SE, 670 East Tower  
Atlanta, GA 30334**

Phone: (404) 657-5562 WWW.DECAL.GA.GOV

**Date:** 3/24/2023    **VisitType:** Monitoring Visit    **Arrival:** 9:10 AM    **Departure:** 11:10 AM

**CCLC-1956**

**St. Timothy United Methodist Church, Inc.**

5365 Memorial Drive Stone Mountain, GA 30083 DeKalb County  
(404) 297-8913 business@sttimothyschool.com

**Regional Consultant**

Jessica Johnson

Phone: (770) 357-5090

Fax:

jessica.johnson@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:** ★

<b>Compliance Zone Designation</b>		
03/24/2023	Monitoring Visit	Good Standing
03/16/2023	Incident Investigation & Follow Up	Good Standing
12/09/2022	Licensing Study	Good Standing

**Compliance Zone Designation** - A summary measure of a program's 12 month monitoring history, as it pertains to child care health and safety rules. The three compliance zones are good standing, support, and deficient.

**Good Standing** - Program is demonstrating an acceptable level of performance in meeting the rules.

**Support** - Program performance is demonstrating a need for improvement in meeting rules.

**Deficient** - Program is not demonstrating an acceptable level of performance in meeting the rules.

**Ratios/License Capacity**

Building	Room	Age Group	Staff	Children	NC/C	Max 35 SF.	35 SF. Comp.	Max 25 SF.	25 SF. Comp.	Notes
Main	203- 1st Lt.	Three Year Olds and Four Year Olds	1	6	C	11	C	15	C	Centers
Main	204	Two Year Olds	1	6	C	10	C	NA	NA	Free Play,Centers
Main	206- 1st Rt.	Infants and One Year Olds	1	4	C	9	C	NA	NA	Free Play
Main	207- 2nd Lt.		0	0	C	10	C	15	C	Not In Use
Main	208- 2nd Rt.	Two Year Olds	1	5	C	8	C	NA	NA	Free Play,Diapering
Main	209	Three Year Olds and Four Year Olds	1	9	C	11	C	15	C	Centers,Free Play
Main	210- 3rd Rt.	Two Year Olds and Three Year Olds	1	6	C	10	C	NA	NA	Centers
Main	211- 4th Rt.	Three Year Olds and Four Year Olds	1	12	C	16	C	NA	NA	Centers
Main	Dining		0	0	C	38	C	NA	NA	Not In Use
Main	Gym		0	0	C	200	C	NA	NA	Not In Use
			Total Capacity @35 sq. ft.: 129			Total Capacity @25 sq. ft.: 336		Building @35 capacity limited by Playground Limitations		
Total # Children this Date: 48			Total Capacity @35 sq. ft.: 129			Total Capacity @25 sq. ft.: 336				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Infant/ Toddler	10	C

### Comments

An on-site inspection was conducted on March 24, 2023 with the Director Altamese Mitchell. Background checks were all reviewed on March 24, 2023.

Plan of Improvement: Developed This Date 03/24/2023

Any rule violation which subjects a child to injury or life-threatening situation or any rule violations previously cited but not corrected, may result in the imposition of an adverse enforcement action. Serious or continued noncompliance may also jeopardize participation in one or more DECAL program(s).



Please refer to the website, <http://www.dec.al.ga.gov/CCS/RulesAndRegulations.aspx>, for information regarding October 1, 2018 rule changes about Criminal Records Checks that may affect your facility. In summary,

- New records checks will be required to be completed if a staff member experiences a six month break in service from the child care industry
- New clearance is required at least once every five years
- Any staff member solely responsible for supervising children will be required to have completed a comprehensive background clearance
- All staff members are required to have completed at least a national fingerprint based clearance check
- Any staff member with only the national fingerprint based clearance, must be under constant and direct supervision of a staff member with a satisfactory comprehensive records check clearance
- Facilities are required to use DECAL KOALA for Criminal Records Checks, including to verify portability of an employee

O.C.G.A. Section 42.1.12(i)(2) requires Bright from the Start: Georgia Department of Early Care and Learning to notify licensed child care programs on accessing and retrieving from the Georgia Bureau of Investigation's (GBI) website a list of the names and addresses of all registered sexual offenders. Please see GBI's website located at <http://gbi.georgia.gov> to access the Georgia Sex Offender Registry.

#### Refutation Process:

You have the right to refute any of the citations noted in this report with which you disagree. To refute a citation(s), do the following:

- 1) Log into DECAL KOALA [www.decalkoala.com](http://www.decalkoala.com) with the user id for your program
- 2) On the home page scroll down to the Inspection Reports and select 'Refute Citation' for the visit report in dispute
- 3) Select the specific rule number(s) that you are refuting, add the reason for disagreement regarding the rule citation, and upload supporting documentation
- 4) Submit the refutation in DECAL KOALA to Child Care Services (CCS) within 10 business days of the completion date.

Your refutation will be forwarded to the appropriate CCS manager, who will follow up with you about your concerns. If you have any questions about this process, contact our office at 404-657-5562.

Bright from the Start recommends that all licensed child care providers carry liability insurance coverage sufficient to protect its clients. If you do not have this liability insurance, you are required to post a notice with ½ inch letters in a conspicuous location in the program, notify the parent or guardian of each child in care in writing, obtain their signature to acknowledge receipt and maintain this written acknowledgment on file at the program at all times while the child attends the program and for 12 months after the child's last date of attendance. (O.C.G.A. Section 20-1A-4)



#### Important Quality Rated/CAPS Update:

As January 1, 2022, child care providers must be Quality Rated to receive Childcare and Parent Services (CAPS). Newly licensed, or new to CAPS providers may be eligible for the new CAPS/QR Provisional Status, allowing for scholarships while working toward a star rating.

**Contact the Quality Rated help desk at 855-800-7747 or [qualityrated@dec.al.ga.gov](mailto:qualityrated@dec.al.ga.gov) for more information. Free technical assistance is available!**

---

Altamese Mitchell, Program Official

Date

---

Jessica Johnson, Consultant

Date



**Bright from the Start Georgia Department of Early Care and Learning  
2 Martin Luther King Jr. Drive SE, 670 East Tower  
Atlanta, GA 30334**

Phone: (404) 657-5562 WWW.DECAL.GA.GOV

**(Findings Report)**

**Date:** 3/24/2023 **VisitType:** Monitoring Visit

**Arrival:** 9:10 AM

**Departure:** 11:10 AM

**CCLC-1956**

**St. Timothy United Methodist Church, Inc.**

5365 Memorial Drive Stone Mountain, GA 30083 DeKalb County  
(404) 297-8913 business@sttimothyschool.com

**Regional Consultant**

Jessica Johnson

Phone: (770) 357-5090

Fax:

jessica.johnson@decal.ga.gov

**Mailing Address**

Same

The following information is associated with a Monitoring Visit:

**Activities and Equipment**

**591-1-1-.12 Equipment & Toys(CR)**

**Met**

**Comment**

A variety of equipment and toys were observed throughout the center.

**591-1-1-.35 Swimming Pools & Water-related Activities(CR)**

**Met**

**Comment**

Center does not provide swimming activities.

**Facility**

**591-1-1-.19 License Capacity(CR)**

**Met**

**Comment**

Licensed capacity observed to be routinely met by center.

**591-1-1-.25 Physical Plant - Safe Environment(CR)**

**Met**

**Comment**

Please be mindful to keep items that pose a hazard inaccessible to children.

**591-1-1-.26 Playgrounds(CR)**

**Technical Assistance**

**Comment**

Discussed maintenance of resilient surface. Please fluff and redistribute.

**Technical Assistance**

591-1-1-.26(9) - Consultant discussed with the Director cutting back the shrubs from the fence on the Pre-K/  
School Age playground.

**Correction Deadline: 3/24/2023**

**Health and Hygiene**

---

**591-1-1-.10 Diapering Areas & Practices(CR)** **Met**

**Comment**

Staff state proper knowledge of diapering procedures.

---

**591-1-1-.17 Hygiene(CR)** **Met**

**Comment**

Staff were observed to remind children to wash hands.

---

**591-1-1-.20 Medications(CR)** **Met**

**Comment**

The Provider currently does not dispense/administer medication.

---

**Safety**

---

**591-1-1-.11 Discipline(CR)** **Met**

**Comment**

Age-appropriate discussion and/or redirection observed.

---

**591-1-1-.36 Transportation(CR)** **Met**

**Comment**

Center does not provide routine transportation.

---

**Sleeping & Resting Equipment**

---

**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)** **Met**

**Comment**

Discussed SIDS and infant sleeping position.

---

**Staff Records**

---

**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)** **Met**

**Comment**

Criminal record checks were observed to be complete.

---

**591-1-1-.31 Staff(CR)** **Met**

**Comment**

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

---

**Staffing and Supervision**

---

**591-1-1-.32 Staff:Child Ratios and Group Size(CR)** **Met**

**Comment**

Adequate supervision observed on this date.

---

**591-1-1-.32 Supervision(CR)** **Met**

**Comment**

Adequate supervision observed on this date.