



Program Details		
Program Type: Pre School	Program Name: Mound Elementary School	Program Number: 1000018856
Address: 5935 Ackley Rd Cleveland OH 44105		County: CUYAHOGA
Organization Name: Cleveland Municipal	Org IRN: 043786	Site IRN: 025650

Inspection Information		
Inspection Type Annual	Inspection Scope: Full	Inspection Notice: Unannounced
Visit Date: 05/11/2021	Begin Time: 12:30 PM	End Time: 1:00 PM

The most recent written compliance reports and the program's corrective action plan shall remain posted in a conspicuous place near the posted program license until the next compliance report is received from the department

Note: All documented non-compliances are grouped as Serious, Moderate and Low risk violations. A serious risk non-compliance may impact a program's Step up to Quality rating.

Summary of Findings		
Number of Rules Verified: 190	Number of Rules with Non-Compliances: 12	
Serious Risk Non-Compliances: 0	Moderate Risk Non-Compliances: 2	Low Risk Non-Compliances: 12

Summary of Non-Compliances
Program Fully Compliant? No
Serious Risk Non-Compliances
No Serious Risk Non-Compliances were observed during this inspection
Moderate Risk Non-Compliances



Domain: 08 Staff Files

Rule: 3301-37:04 Additional Background Check for Sex Offender Registry Requirements

Code: "This rule requires that staff are to have national and state sex offender registries and Statewide Automated Child Welfare Information System (SACWIS) (child abuse and neglect) registry background checks per Child Care and Development Block Grant Act of 2014 for programs contracted to provide Publicly Funded Child Care services and ODE licensed Head Start programs.

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Findings: On the day of the inspection, staff members working in a program receiving Head Start funding did not have evidence of the additional background checks.

Corrective Action Plan Due: 06/11/2021

Domain: 08 Staff Files

Rule: 3301-37:04 Criminal Background Check Requirements

Code: This rule requires that the director and preschool staff member provide evidence of a BCII investigation and FBI criminal background check. Documentation that reports and five-year updates have been sent to the district or the department's office of educator licensure shall be kept on file.

Findings: During the inspection and review of staff files one or more staff members did not have BCII and FBI background checks on file for review.

Corrective Action Plan Due: 06/11/2021

Low Risk Non-Compliances

Domain: 08 Staff Files

Rule: 3301-37:04 Non-guilty/non-Conviction Statement

Code: This rule requires preschool staff, non-teaching employees, and volunteers to annually sign a non-guilty/non-conviction statement on a prescribed form.

Findings: During the inspection and review of staff records one or more staff members did not have a signed non-guilty non-conviction statement.

Domain: 08 Staff Files

Rule: 3301-37:04 Staff Medical Statement

Code: This rule requires preschool staff members to have a medical statement on file.



Findings: During the inspection and review of staff files one or more staff members did not have a medical statement on file.

Domain: 08 Staff Files

Rule: 3301-37:04 Director Qualifications

Code: This rule requires the director in a public school preschool program to hold either: a valid pre-kindergarten teaching certificate; pre-kindergarten endorsement or pre-kindergarten associate license; a valid educator license and have completed at least four courses in child development or early childhood education from an accredited college, university, or technical college; valid principal license for grades pre-kindergarten through grade six; an early childhood license; or if employed prior to July 1, 1988, a valid kindergarten-primary certificate.

Findings: During the inspection and a review of the director's file, the director of the preschool program operated by the public school did not meet the qualifications as described in this rule.

Domain: 08 Staff Files

Rule: 3301-37:04 Head Teacher Qualifications

Code: This rule requires each class/group is to have at least one head teacher who meets rule requirements for the position.

Findings: During the inspection it was observed that each class/group of children was not assigned a head teacher who met requirements for the position.

Domain: 08 Staff Files

Rule: 3301-37:04 Public School Substitute Qualifications

Code: This rule requires substitute teachers to meet the following minimum requirements for programs operated by public schools, education service centers, or county boards of DD: (a) Requirements related to a medical examination, in-service and criminal background investigation pursuant to section 3301.541 of the Revised Code after fifteen school days; and (b) Minimum requirements for the position for which they are substituting after sixty consecutive school days.

Findings: During the inspection and review of substitute records, one or more substitutes did not have a criminal background investigation report on file after fifteen school days.



Domain: 08 Staff Files

Rule: 3301-37:04 Staff Age and Minimum Education Requirements

Code: This rule requires each preschool staff member to be at least eighteen years of age and have a high school diploma or a certification of high school equivalency.

Findings: During the inspection and review of staff files one or more staff members did not have a diplomas on file and available for review.

Domain: 08 Staff Files

Rule: 3301-37:04 Public School Substitute Qualifications

Code: This rule requires substitute teachers to meet the following minimum requirements for programs operated by public schools, education service centers, or county boards of DD: (a) Requirements related to a medical examination, in-service and criminal background investigation pursuant to section 3301.541 of the Revised Code after fifteen school days; and (b) Minimum requirements for the position for which they are substituting after sixty consecutive school days.

Findings: During the inspection and review of substitute records, one or more substitutes did not have a medical examination on file after fifteen school days.

Domain: 08 Staff Files

Rule: 3301-37:04 Staff Annual 10 Hours of Training Requirement

Code: This rule requires preschool staff members licensed by the department to complete ten annual clock hours, which may be part of the professional development plan in accordance with Chapter 3301-24 of the Administrative Code. Annual completion refers to the school year, from July first to June thirtieth.

Findings: During the inspection and a review of staff files, staff who are licensed by the department did not have documentation of completing the required ODE orientation training.

Domain: 08 Staff Files

Rule: 3301-37:07 First-aid Training

Code: This rule requires that in each building there shall be readily available at all times at least one preschool staff member who has completed a course in first aid.



Findings: Program policies and procedures do not state that at least one preschool staff member with current first aid training is available at all times.

Domain: 08 Staff Files

Rule: 3301-37:11 Communicable Disease Training

Code: This rule requires that in each building there shall be readily available at all times at least one preschool staff member who has completed a course in the prevention, recognition, and management of communicable diseases

Findings: On the day of the inspection, no staff member with current prevention, recognition, and management of communicable disease training was onsite during the time that children were in attendance.

Domain: 08 Staff Files

Rule: 3301-37:07 Child Abuse Recognition and Prevention Training

Code: This rule requires that each building is to have readily available at all times at least one preschool staff member who has completed a child abuse recognition and prevention course based on an approved curriculum.

Findings: On the day of the inspection, no staff member with a current child abuse recognition and prevention course based on an approved curriculum was onsite during the time that children were in attendance.

Domain: 08 Staff Files

Rule: 3301-37:04 Public School Substitute Qualifications

Code: This rule requires substitute teachers to meet the following minimum requirements for programs operated by public schools, education service centers, or county boards of DD: (a) Requirements related to a medical examination, in-service and criminal background investigation pursuant to section 3301.541 of the Revised Code after fifteen school days; and (b) Minimum requirements for the position for which they are substituting after sixty consecutive school days.

Findings: During the inspection and review of substitute records, one or more substitutes did not have the required in-service training hours on file after fifteen school days.



Rule: 3301-37:04 Seven Or More Children In Attendance	<i>Compliant</i>
Rule: 3301-37:04 Nap Time: Staff Presence	<i>Not Verified</i>
Rule: 3301-37:04 Nap Time: Staff Able To Summon Other Adults	<i>Not Verified</i>
Rule: 3301-37:04 Nap Time: Accessible Staff	<i>Not Verified</i>
Rule: 3301-37:04 Nap Time: Open Wall Space And Staff Supervision	<i>Not Verified</i>
Rule: 3301-37:05 Supervising Children To And From Play Areas	<i>Compliant</i>
Rule: 3301-37:04 Maximum Group Size by age of children	<i>Compliant</i>
Rule: 3301-37:04 Special Education Staff/Child Ratios	<i>Compliant</i>
Rule: 3301-37:04 Combined Age Groups	<i>Compliant</i>
Rule: 3301-37:04 Nap/Rest Time Ratio	<i>Not Verified</i>
Rule: 3301-37:05 Maintaining Staff/Child Ratio-Large Motor Space	<i>Compliant</i>
Rule: 3301-37:04 Staff Physically Present To Maintain Ratio	<i>Compliant</i>
Rule: 3301-37:06 Storage Of Cleaning Supplies	<i>Compliant</i>
Rule: 3301-37:06 Sanitizing Cots	<i>Compliant</i>
Rule: 3301-37:05 Annual fire Inspection	<i>Compliant</i>
Rule: 3301-37:07 Medical and Dental Emergency Postings	<i>Compliant</i>
Rule: 3301-37:07 Emergency Phone Numbers	<i>Compliant</i>
Rule: 3301-37:11 Communicable Disease Chart	<i>Compliant</i>



Rule: 3301-37:06 Furniture, Materials, And Equipment	<i>Compliant</i>
Rule: 3301-37:07 Record of Drills	<i>Compliant</i>
Rule: 3301-37:02 Compliance and Corrective Action	<i>Compliant</i>
Rule: 3301-37:06 Cots	<i>Compliant</i>
Rule: 3301-37:09 Menus	<i>Compliant</i>
Rule: 3301-37:07 Emergency Procedure Postings	<i>Compliant</i>
Rule: 3301-37:05 Facility Requirements	<i>Compliant</i>
Rule: 3301-37:05 Indoor Space: Square Footage, Exclusions, Group Size and Barriers	<i>Compliant</i>
Rule: 3301-37:05 Large Motor Play Space	<i>Compliant</i>
Rule: 3301-37:05 Phone Availability	<i>Compliant</i>
Rule: 3301-37:07 Injury Logs	<i>Compliant</i>
Rule: 3301-37:04 Nap Time Preparations Complete	<i>Not Verified</i>
Rule: 3301-37:06 Ease Of Reaching Play Materials	<i>Compliant</i>
Rule: 3301-37:06 First Aid Supplies	<i>Compliant</i>
Rule: 3301-37:09 Snack Nutritional Requirements	<i>Compliant</i>
Rule: 3301-37:09 Use Of Powdered Milk For Snacks	<i>Compliant</i>
Rule: 3301-37:09 Nutritious Snack Choices Provided	<i>Compliant</i>
Rule: 3301-37:09 Meals Provided To Children Who Attend Four Or More Hours	<i>Compliant</i>



Rule: 3301-37:09 Meal Nutritional Requirements	<i>Compliant</i>
Rule: 3301-37:09 Use Of Powdered Milk For Meals	<i>Compliant</i>
Rule: 3301-37:09 Meal Service Time	<i>Compliant</i>
Rule: 3301-37:09 Snack Service Time	<i>Compliant</i>
Rule: 3301-37:07 Annual Rosters	<i>Compliant</i>
Rule: 3301-37:03 Philosophy and Goals	<i>Compliant</i>
Rule: 3301-37:03 Written Curriculum	<i>Compliant</i>
Rule: 3301-37:03 Daily Schedule	<i>Compliant</i>
Rule: 3301-37:03 Nap/Rest-Time Requirements	<i>Compliant</i>
Rule: 3301-37:03 Nap/Rest-Time: Cot Requirements And Flexible Schedule	<i>Compliant</i>
Rule: 3301-37:03 Progress Reporting and Parent Conferences	<i>Compliant</i>
Rule: 3301-37:03 Parent Handbook	<i>Compliant</i>
Rule: 3301-37:08 Attendance Records	<i>Compliant</i>
Rule: 3301-37:09 Food License	<i>Compliant</i>
Rule: 3301-37:04 Responsibilities And Onsite Time	<i>Compliant</i>
Rule: 3301-37:04 Staff In-service Training	<i>Compliant</i>
Rule: 3301-37:04 Head Teacher Acting As A Director Qualifications	<i>Compliant</i>
Rule: 3301-37:04 Teacher Qualifications: Publicly Funded Programs	<i>Compliant</i>



Rule: 3301-37:04 Teacher Qualifications: Operated By Public School	<i>Compliant</i>
Rule: 3301-37:04 Staff In-service Training Areas	<i>Compliant</i>
Rule: 3301-37:04 Staff Annual Training Year	<i>Compliant</i>
Rule: 3301-37:04 Part-time Staff Training Hour Requirement	<i>Compliant</i>
Rule: 3301-37:04 Staff Training Hour Requirement: Associates Degree Or Higher	<i>Compliant</i>
Rule: 3301-37:04 In-service Trainer Requirements	<i>Compliant</i>
Rule: 3301-37:11 Staff Trained to Recognize Communicable Disease	<i>Compliant</i>
Rule: 3301-37:07 Annual Roster Permission	<i>Compliant</i>
Rule: 3301-37:08 Child Medical Statement	<i>Compliant</i>
Rule: 3301-37:08 Child Medical Statement Signed By Medical Personnel	<i>Compliant</i>
Rule: 3301-37:08 Child medical statement: child with disability	<i>Compliant</i>
Rule: 3301-37:08 Cumulative Record	<i>Compliant</i>
Rule: 3301-37:08 Health Record: Authorization To Administer Medication	<i>Compliant</i>
Rule: 3301-37:08 Health Record: Chronic Health Problems	<i>Compliant</i>
Rule: 3301-37:08 Health record: Emergency Medical And Dental Care	<i>Compliant</i>
Rule: 3301-37:08 Health Record: Emergency Transportation Permission	<i>Compliant</i>
Rule: 3301-37:08 Health Record: Immunization Record	<i>Compliant</i>
Rule: 3301-37:08 Health Record: List Of Allergies	<i>Compliant</i>



Rule: 3301-37:08 Health Record: List Of Diseases	<i>Compliant</i>
Rule: 3301-37:08 Health Record: List Of Medications	<i>Compliant</i>
Rule: 3301-37:08 Health Record: Medical Statement	<i>Compliant</i>
Rule: 3301-37:08 Health record: Physician and Dentist Information	<i>Compliant</i>
Rule: 3301-37:08 Injury Notification	<i>Compliant</i>
Rule: 3301-37:08 Required Cumulative and Immunization Records Due Dates	<i>Compliant</i>
Rule: 3301-37 10:Staff Responsibility For Behavior Management/Discipline	<i>Compliant</i>
Rule: 3301-37:07 Behavior Management and Discipline Policy	<i>Compliant</i>
Rule: 3301-37:07 Admission and Withdrawal Policies	<i>Compliant</i>
Rule: 3301-37:07 Developmental Materials And Equipment	<i>Compliant</i>
Rule: 3301-37:07 Developmental Planning	<i>Compliant</i>
Rule: 3301-37:07 First-aid Facilities and Materials	<i>Compliant</i>
Rule: 3301-37:07 Hand washing	<i>Compliant</i>
Rule: 3301-37:07 Health and Safety Procedures	<i>Compliant</i>
Rule: 3301-37:07 Health and Safety Procedures: ODE Funded Programs	<i>Compliant</i>
Rule: 3301-37:07 Management of Communicable Disease Policy	<i>Compliant</i>
Rule: 3301-37:07 Medication Administration Requirements	<i>Compliant</i>
Rule: 3301-37:07 Policy Implementation	<i>Compliant</i>



Rule: 3301-37:07 Policy Minimum Requirements	<i>Compliant</i>
Rule: 3301-37:07 Program Policy Approval	<i>Compliant</i>
Rule: 3301-37:07 Program Rosters	<i>Compliant</i>
Rule: 3301-37:07 Services to Children With Disabilities	<i>Compliant</i>
Rule: 3301-37:07 Staff Awareness of Child Records	<i>Compliant</i>
Rule: 3301-37:07 Staff Policies	<i>Compliant</i>
Rule: 3301-37:07 Staff Reference Checks	<i>Compliant</i>
Rule: 3301-37:07 Supervision Requirements	<i>Compliant</i>
Rule: 3301-37:07 Transportation Policies	<i>Compliant</i>
Rule: 3301-37:07 Unlimited Parent Access	<i>Compliant</i>
Rule: 3301-37:07 Written Policies	<i>Compliant</i>
Rule: 3301-37:07 Cumulative Record Requirements	<i>Compliant</i>
Rule: 3301-37:07: Injury Procedures	<i>Compliant</i>
Rule: 3301-37:10 Behavior Management/Discipline Policy Ensures Well Being Of Individuals	<i>Compliant</i>
Rule: 3301-37:10 Behavior Management/Discipline Policy Requirements	<i>Compliant</i>
Rule: 3301-37:10 Discipline Restrictions	<i>Compliant</i>
Rule: 3301-37:10 Parents Receive Behavior Management and Discipline Policy	<i>Compliant</i>
Rule: 3301-37:10 Staff Receive Behavior Management and Discipline Policy	<i>Compliant</i>



Rule: 3301-37:11 Communicable Disease Policy	<i>Compliant</i>
Rule: 3301-37:11 Communicable Disease Policy: Isolating And Discharging An Ill Child	<i>Compliant</i>
Rule: 3301-37:11 Communicable Disease Policy: Means Of Training Staff	<i>Compliant</i>
Rule: 3301-37:11 Communicable Disease Policy: Readmittance	<i>Compliant</i>
Rule: 3301-37:11 Communicable Disease Policy: Parent Notification Of Illness	<i>Compliant</i>
Rule: 3301-37:11 Isolating And Discharging An Ill Child	<i>Compliant</i>
Rule: 3301-37:11 Mildly Ill Child Procedures	<i>Compliant</i>
Rule: 3301-37:11 Notification To Parents: Exposed To Communicable Disease	<i>Compliant</i>
Rule: 3301-37:11 Parent Notification Of Child Illness	<i>Compliant</i>
Rule: 3301-37:11 Reasons to isolate and discharge child at some point during the day	<i>Compliant</i>
Rule: 3301-37:11 Symptoms of Illness	<i>Compliant</i>
Rule: 3301-37:04 Supervision of Children	<i>Compliant</i>
Rule: 3301-37:06 Safe And Sanitary Furniture, Materials, Equipment	<i>Compliant</i>
Rule: 3301-37:09 Snack Choices From Two Food Groups	<i>Compliant</i>
Rule: 3301-37:06 Electrical Outlets	<i>Compliant</i>
Rule: 3301-37:04 Maximum group size exceeded	<i>Compliant</i>