



Corrective Action Plan

Date Issued March 06, 2026 Status Closed

Provider Name	<u>LITTLE SCOTTIES DAYCARE LLC</u>
Provider Type	<u>Child Care</u>
License #	<u>1807607393</u>
Provider Address	<u>516 W Pine St, Philip, SD 57567, USA</u>
Provider Contact	<u>Aleida Fairbanks</u>

The following administrative rules have been found to be out of compliance. A corrective action plan is required to bring the provider into compliance. Continued non-compliance could lead to revocation of your license.

Corrective Action Plan #1

Administrative Rule:

67:42:17:09

The program administrator is the director or individual responsible for planning and implementing the program in a licensed child care or school-age program and must be at least eighteen years of age and:

- (1) Have a bachelor's degree in a field of education or human development;
- (2) Have a two-year degree in early childhood education;
- (3) Have a Child Development Associate credential or comparable credential, as determined by the department;
- (4) Hold certification in a child learning philosophy and have at least one year of experience in a child care setting;
- (5) Have a child development technician diploma; or
- (6) Have four years of experience in a center or school-age program.

Summary of Non-Compliance Finding:

The program does not have an individual who meets the required education or experience qualifications to serve as the program administrator. There is no other individual currently working in the program who meets these qualification requirements.

A Compliance Plan was issued to the program on June 3, 2024, for not meeting the program administrator qualification requirement. The program has failed to meet the extended, agreed-upon completion date of September 30, 2025.

Corrective Action:

The owner agrees to complete the Child Development (CDA) Credential online to meet program administrator qualification requirements.

- The owner has completed 120 hours of professional early childhood education training, consisting of approximately 90 modules, covering six instructional units, and will complete a CDA Professional Resource Portfolio.
- The owner will apply to the National Council for Professional Recognition using the online application process **no later than March 30, 2026**. At the time of application, the owner will upload the Professional Portfolio, the Professional Philosophy Statement and Family Questionnaires.
- The owner will complete the CDA examination **no later than April 30, 2026**.
- The owner will obtain CDA credential **no later than June 30, 2026**.
- If the owner is unable to complete the CDA requirements by the expected achievement date, an individual that meets the program administrator qualifications outlines in ARSD 67:42:17:09 will be hired **no later than June 30, 2026**.

Supporting Evidence:

- Monthly
check-ins will be conducted by the Office of Licensing & Accreditation by phone or e-mail to monitor progress toward completion.
- The owner will submit documentation
verifying receipt of the CDA Credential to the Office of Licensing & Accreditation upon completion.
- If the CDA requirement is not met by the established achievement date of **June 30, 2026**, the provider will notify the Office of Licensing & Accreditation of the individual who meets the program administrator qualifications and will submit documentation verifying that individual's education and/or experience.

How Maintained:

The owner will maintain and renew the CDA credential as required.

Position Responsible:
Aleida Fairbanks, Owner

Expected Completion Date:
June 30, 2026

Date Completed:
June 24, 2026

SIGNATURES

Your signature below certifies you have read and understand the non-compliance findings and agree to make corrections to be compliant with the identified administrative rules.

Aleida Fairbanks

Provider Name



Signature of Provider

March 06, 2026

Date

The Department of Social Services, Office of Licensing and Accreditation has reviewed and accepted the above plan.

Andrea Neff

Printed Name of DSS Staff



3/6/2026, 12:45:15 PM

Signature of DSS Staff:

March 06, 2026

Date

COMPLETION DETAILS

COMPLETION DATE: June 24, 2026

The Department of Social Services, Office of Licensing and Accreditation has reviewed the actions taken by the agency to resolve the above items and has accepted the above plan as completed.

Andrea Neff

Printed Name of DSS Staff



6/30/2026, 1:05:24 PM

Signature of DSS Staff:

June 24, 2026

Date