



RYAN WALTERS
STATE SUPERINTENDENT *of* PUBLIC INSTRUCTION
OKLAHOMA STATE DEPARTMENT *of* EDUCATION

MEMORANDUM

TO: The Honorable Members of the State Board of Education
FROM: Ryan Walters
DATE: July 25, 2024
SUBJECT: Lindsey Nicole Henry Scholarship

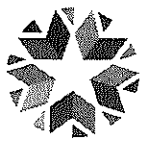
For Heaven's Sake Christian Child Development Center (FHS Christian School) request approval to participate in the Lindsey Nicole Henry Scholarship for Students with Disabilities program. They are accredited through the Association of Christian Schools International (ACSI).

FHS Christian School provides specialized education services through a dedicated Special Education teacher who conducts testing and offers support in a classroom environment. Students benefit from personalized one-on-one assistance within small group settings. Additionally, the school offers private tutoring by a Take Flight reading specialist. Moreover, FHS partners with the Oklahoma Pediatric Therapy Center, which offers comprehensive Speech, Occupational, and Physical Therapy services.

Included is compliance documentation that meets certain criteria in the application.

- Criteria 1: Fiscal Soundness – FHS Certificate of Incorporation and Certificate of Good Standing
- Criteria 2: Non-Discrimination – FHS Handbook
- Criteria 3: Health and Safety – Certificate of Occupancy, Commercial Liability Umbrella, Oklahoma State Department of Health Food Inspection Report
- Criteria 4: Academic Accountability – FHS Handbook
- Criteria 5: Teacher Requirements – FHS Handbook
- Criteria 6: State laws and disciplinary procedures – FHS Handbook
- Criteria 7: Accreditation – ACSI memo

RW/se



For Heaven's Sake Christian Child Development Center

Pre-K through 8th

NAME OF PRIVATE SCHOOL

GRADE LEVELS

360 N Yukon Pkwy

Yukon

OK

73099

ADDRESS

CITY

STATE

ZIP

405-350-7788

Forheavenssakechristiancdc.com

PHONE NUMBER

WEBSITE ADDRESS

Caleigh Brown

SUPERINTENDENT, HEADMASTER OR PRINCIPAL NAME

Caleigh Brown

FHSelementary360@gmail.com

LNH CONTACT PERSON

CONTACT EMAIL

The Lindsey Nicole Henry (LNH) Scholarship Act requires, in part, that participating schools are located in Oklahoma and meet certain criteria prior to being approved. The school must provide supporting documentation that demonstrates compliance that will be reviewed by the State Board of Education (SBE) during the approval process. In many cases, the required documentation can be found in the school policies and/or school handbook.

The SBE shall approve a private school as eligible to participate in the scholarship program upon determination that the private school meets the following:

1. The private school must demonstrate fiscal soundness by having been in operation for one (1) year or providing the SBE with a statement by a certified public accountant confirming that the private school desiring to participate is insured and the owner or owners have sufficient capital or credit to operate the school for the upcoming year by serving the number of students anticipated with expected revenues from tuition and other sources that may be reasonably expected. In lieu of a statement, a surety bond or letter of credit for the amount equal to the scholarship funds for any quarter may be filed with the Oklahoma State Department of Education. ***Proof of compliance required.***
2. The private school must comply with the antidiscrimination provision of 42 U.S.C. § 2000d. ***Proof of compliance required.***
3. The private school must meet state and local health and safety laws and codes. ***Proof of compliance required.***
4. The private school must be academically accountable to the parent or legal guardian for meeting the educational needs of the student. ***Proof of compliance required.***

5. The private school must employ or contract with teachers who hold baccalaureate or higher degrees, or have at least three (3) years of teaching experience in public instruction in subjects taught. ***Proof of compliance required. A statement or excerpt from the school policies or handbook stating the educational requirement for the teaching staff is acceptable documentation.***
6. The private school must comply with all state laws relating to general regulation of private schools and adhere to the tenets of all published disciplinary procedures prior to the expulsion of a scholarship student. ***Proof of compliance required.***
7. The private school must meet the accreditation requirements set by the SBE or another accrediting association approved by the SBE. ***Submit proof of accreditation and list accreditation information in the box below.***

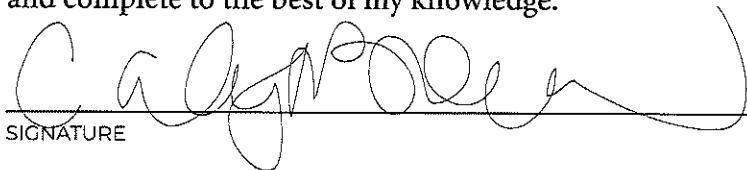
We have Foundational Accreditation through ACSI. Our letter verifying Accreditation is attached to this email.

8. The private school must be able to provide services and/or accommodations for students with disabilities. ***Please describe in detail the services, programs and support you offer to students with disabilities in the box below.***

Students at FHS are allowed the opportunity to work at their own pace and start at the level they test in at. FHS also has a Special Education teacher who offers testing and services in a classroom setting. Students who qualify for services are worked with one on one, in small groups and in whole group mainstream classroom settings depending on their level of need. We also have a Special Service building where there is a quiet classroom environment available. Private tutoring from a Take Flight reading specialist is available for those who could benefit from these services. We contract with Oklahoma Pediatric Therapy Center. They provide Speech, Occupational and Physical Therapy services. Our Special Education teacher provides Individualized Service Plans for those who need special services.

I verify that For Heaven's Sake Christian Child Development Center complies with all the criteria listed
NAME OF PRIVATE SCHOOL

above and will provide documentation for each as proof. The information I have provided to the SBE is correct and complete to the best of my knowledge.


SIGNATURE

06/26/2024

DATE

Complete application and required documents may be emailed to stacy.eden@sde.ok.gov.

Contact Stacy Eden at (405) 521-4876 for additional Lindsey Nicole Henry Scholarship information.

Criteria 1: Fiscal Soundness

CERTIFICATE OF INCORPORATION
OF
FOR HEAVEN'S SAKE CHRISTIAN CHILD DEVELOPMENT CENTER, INC.

TO THE SECRETARY OF STATE

STATE OF OKLAHOMA

The undersigned, a natural person, for the purposes of organizing a corporation for conducting the business and promoting the purposes hereinafter stated, under the provisions of and subject to the requirements of the Oklahoma Business Corporation Act (the "Act"), hereby certifies as follows.

FIRST: The name of the corporation (the "Corporation") is
FOR HEAVEN'S SAKE CHRISTIAN CHILD DEVELOPMENT CENTER, INC.

SECOND: The address, including the street, number, city and county, of the registered office of the Corporation in the State of Oklahoma is 4100 N. Mustang Road Yukon, Oklahoma, County of Canadian and the name of the registered agent of the Corporation is Lauren Straka.

THIRD: The corporation is organized for profit and the nature of its business or purposes to be conducted or promoted are:

(a) To engage in the business of child care and related services, consulting, and representative to service providers of all kinds; and as a part of said business to carry on any other business which can be conveniently carried on within the objects of this corporation;

(b) To carry on the business of distributors, wholesalers or agents, to buy, sell and deal in, at wholesale or retail, merchandise, goods, wares and commodities of every sort, kind, or description, and to carry on any other business, whether manufacturing or otherwise, which can be conveniently carried on with any of the objects of this Corporation;

(c) To engage in the transportation of property by motor vehicle; to engage in the general transportation and communication business and to buy, sell, lease, own or operate other motor carriers, broadcasting stations and facilities; to buy, sell, lease, own or operate terminals and warehouses and engage in warehousing business; to buy, sell, deal and engage in the sale of motor vehicles and parts;

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OKLAHOMA SECRETARY OF STATE



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OF STATE

Criteria 1: Fiscal Soundness

(d) To make and purchase materials for the construction of buildings; to erect buildings; to own, manage, operate, lease and sell buildings; to conduct and carry on the business of builders for the purpose of building, repairing or doing any other work in connection with any and all classes of building and improvements;

(e) To enter into a partnership or other arrangement for sharing profits or cooperate with any entity carrying on any business capable of being conducted so as to benefit this Corporation; to acquire the assets and assume the liabilities of any entity; to pay for the same in cash, stock or otherwise; to hold or dispose of the property so purchased; and to conduct any business so acquired;

(f) To borrow and negotiate loans; to lend money to any person, including shareholders and employees of the Corporation in their capacity as such; to draw, accept and endorse notes, accounts receivable, bond, stocks, debentures and other securities; to subscribe for, acquire, hold and dispose of share of stocks, bonds, accounts, and other securities of any government, person or corporation;

(g) To purchase or otherwise acquire, apply for register, hold, use, grant, assign, sell or in any manner dispose of licenses, franchises, or other rights in, and in any manner deal with, patents, inventions, improvements, processes, formulas, trademarks, trade names, copyrights or otherwise;

(h) To have one or more offices and to conduct any or all of its operations and business to promote its objects within or without the State of Oklahoma, without restriction as to place or amount; and

(i) To do any or all of the things herein set forth as principal, agent, contractor, trustee or otherwise, alone or jointly, with natural persons, or any legal entity.

The objects and purposes specified in the foregoing clause shall be in no way limited nor restricted by reference to, or inference from, the terms of any other clause of this Certificate of Incorporation, but the objects and powers shall be regarded as independent objects and purposes.

FOURTH: All of the shares to be issued by this Corporation shall be of one class, Common Stock. The par value and total number of shares of stock which the Corporation shall have authority to issue is:

Par Value	Number Authorized
\$1.00 per share	50,000

FIFTH: The name and mailing address of the incorporator is as follows:

Criteria 1: Fiscal Soundness

NAME

Lauren Straka

MAILING ADDRESS

7315 E. Britton Road
El Reno, OK 73036

SIXTH: The Corporation is to have perpetual existence.

SEVENTH: Whenever a compromise or arrangement is proposed between the Corporation and its creditors or any class of them and/or between this Corporation and its shareholders or any class of them, any court or equitable jurisdiction within the State of Oklahoma may, on the application in a summary way of this Corporation or of any creditor or shareholder thereof or on the application of any receiver or receivers appointed for this Corporation under the provisions of Section 1100 of Title 18 of the Act order a meeting of the creditors or class of creditors, and/or of the shareholders or class of shareholders of this Corporation, as the case may be, to be summoned in such manners as the courts direct. If a majority in number representing three-fourths (3/4) in value of the creditors or class of creditors, and/or of the shareholders or class of shareholders of this Corporation, as the case may be, agree to any compromise or arrangement and to any reorganization of this Corporation as consequence of such compromises or arrangement, the compromise or arrangement and the reorganization shall, if sanctioned by the court to which the said application has been made, be binding on all the creditors or class of creditors, and/or on all the shareholders or class of shareholders, of the Corporation, as the case may be, and also on this Corporation.

EIGHTH: For the management of the business and for the conduct of the affairs of the Corporation, and in further definition, limitation and regulation of the powers of the Corporation and of its directors and of its shareholders of any class thereof, as the case may be, it is further provided:

(1) The management of the business and the conduct of the affairs of the Corporation shall be vested in its Board of Directors. The number of directors which shall constitute the whole Board of Directors shall be fixed by, or in the manner provided in, the Bylaws. The phrase "whole Board" and the phrase "total number of directors" shall be deemed to have the same meaning, to wit, the total number of directors which the Corporation would have if there were no vacancies.

No election of directors need be by written ballot.

(2) After the original or other Bylaws of the Corporation have been adopted, amended, or repealed, as the case may be in accordance with the provisions of Section 1013 of the Act, and, after the Corporation has received any payment for any of its stock, the power to adopt, amend, or repeal the Bylaws of the Corporation may be exercised by the Board of Directors of the Corporation; provided, however, that any provision for the classification of directors of the Corporation for staggered terms pursuant to the provisions of subsection D of Section 1027 of the Act shall be set forth in an initial Bylaw or in a Bylaw adopted by the Shareholders entitled to vote of the Corporation unless provisions for such classification shall be set forth in this certificate of incorporation.

Criteria 1: Fiscal Soundness

(3) Whenever the Corporation shall be authorized to issue only one class of stock, each outstanding share shall entitle the holder thereof to notice of, and the right to vote at, any meeting of shareholders. Whenever the Corporation shall be authorized to issue more than one class of stock no outstanding share of any class of stock which is denied voting power under the provisions of the certificate of incorporation shall entitle the holder thereof to the right to vote at any meeting of the shareholders except as the provisions of paragraph (2) of subsection B of Section 1077 of the Act shall otherwise require; provided, that no share of any class which is otherwise denied voting power shall entitle the holder thereof to vote upon the increase or decrease in the number of authorized share of said class.

NINTH: The appraisal rights afforded by Section 1091 of the Act, subject to the duties and limitations therein contained, shall attach to any proposed amendment of this certificate of incorporation which shall attempt to impose, directly or indirectly, personal liability for the debts of the Corporation on any shareholder or shareholders.

TENTH: The personal liability of the directors of the Corporation is hereby eliminated to the fullest extent permitted by the Act, as the same may be amended and supplemented, or otherwise changed by law.

ELEVENTH: The Corporation shall, to the fullest extent permitted by Section 1031 of the Act, as the same may be amended and supplemented, indemnify any and all persons whom it shall have power to indemnify under the Act from and against any and all of the expenses, liabilities or other matters referred to in or covered by the Act, and the indemnification provided for herein shall not be deemed exclusive of any other rights to which those indemnified may be entitled under any Bylaw, agreement, vote of shareholders or disinterested directors or otherwise, both as to action in his official capacity and as to action in another capacity while holding such office, and shall continue as to a person who has ceased to be a director, officer, employee or agent and shall endure to the benefit of the heirs, executors and administrators of such a person.

TWELFTH: From time to time any of the provisions of this certificate of incorporation may be amended, altered or repealed, and other provisions authorized by the laws of the State of Oklahoma at the time in force may be added or inserted in the manner and at the time prescribed by said laws, and all rights at any time conferred upon the shareholders of the Corporation by this Certificate of Incorporation are granted subject to the provisions of the Article TWELFTH.

Signed this 1st Day of May, 2005


Lauren Straka, Incorporator

OFFICE OF THE SECRETARY OF STATE



CERTIFICATE OF GOOD STANDING
DOMESTIC FOR PROFIT BUSINESS CORPORATION

I, THE UNDERSIGNED, Secretary of State of the State of Oklahoma, do hereby certify that I am, by the laws of said state, the custodian of the records of the state of Oklahoma relating to the right of certain business entities to transact business in this state and am the proper officer to execute this certificate.

I FURTHER CERTIFY that FOR HEAVEN'S SAKE CHRISTIAN CHILD DEVELOPMENT CENTER, INC. whose registered agent is LAUREN STRAKA, with its registered office at 4100 N MUSTANG RD YUKON 73099 USA Oklahoma is a Domestic For Profit Business Corporation duly organized and existing under and by virtue of the laws of the state of Oklahoma and is in good standing according to the records of this office. This certificate is not to be construed as an endorsement, recommendation or notice of approval of the entity's financial condition or business activities and practices. Such information is not available from this office.



IN TESTIMONY WHEREOF, I hereunto set my hand and affixed the Great Seal of the State of Oklahoma, done at the City of Oklahoma City, this 12th, day of April, 2024.

A handwritten signature in black ink, which appears to read "Julia C. Calkins", is written over a horizontal line.

Secretary Of State

Criteria 2: Non-Discrimination Policy



Non Discrimination Statement

For Heaven's Sake Christian School admits students of any race, color, national and ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admissions policies, scholarship programs, and any other school administered programs unless you disagree with our statement of philosophy and faith and are unwilling to provide a testimony of faith.

For Heaven's Sake Christian School values all employees and job candidates as unique individuals, and we welcome the variety of experiences they bring to our school. As such, we have a strict non-discrimination policy. We believe everyone should be treated equally regardless of race, sex, national origin, native language, age, disability, marital status, citizenship, pregnancy, or any other characteristic protected by law. If you feel that you have been discriminated against, please let our Head of School know as soon as possible.

Every complaint will be appropriately investigated.

* All scholarship programs will require applications and full review by four administrators.

*No statement of faith or testimony will be required of parents or students in order to be accepted to For Heaven's Sake Christian School.

CITY OF YUKON
Certificate of Occupancy

THIS FORM WAS PRINTED ON 8/07/2003

COMPLETION DATE 8-7-03

This Certificate issued pursuant to the requirements of the International Building Code certifying that at the time of issuance, this structure was in compliance with the various ordinances of the Jurisdiction regulating building construction or use.

PROJECT #: 20014935 PERMIT #: 20014935

PROPOSED USE:

OCCUPANCY TYPE: I-2 - INDUSTRIAL

CONSTRUCTION TYPE: 5A - WOOD FRAME
PROTECTED

PROPERTY OWNER: FOR HEAVENS SAKE
CHILD DEVELO

ADDRESS: 4100 N. MUSTANG RD.

CITY: YUKON

STATE: OK ZIP: 73099

PROJECT ADDRESS: 4100 N. MUSTANG RD.

Rick Mundell
(APPROVED BY) COMMUNITY DEVELOPMENT

8 / 7 / 03
DATE

Jeffrey J. Lane
(APPROVED BY) FIRE DEPARTMENT

8 / 8 / 2003
DATE

POST IN A CONSPICUOUS PLACE

POLICY NUMBER: 0411299 85-383673

COMMERCIAL LIABILITY UMBRELLA
CU DS 01 12 20**COMMERCIAL LIABILITY UMBRELLA DECLARATIONS**

Church Mutual Insurance Company, S.I. 3000 Schuster Lane Merrill, WI 54452	SCOTT LODES CHURCH MUTUAL INS CO 3000 SCHUSTER LANE MERRILL, WI 54452
Named Insured(s): FOR HEAVENS SAKE CHRISTIAN CHILD DEVELOPMENT CENTER INC	
Mailing Address: 360 N YUKON PKWY YUKON, OK 73099-4590	
Policy Period: From: 04/01/2022 To: 04/01/2023 At 12:01 A.M. (Standard Time at your mailing address shown above)	

IN RETURN FOR THE PAYMENT OF THE PREMIUM, AND SUBJECT TO ALL THE TERMS OF THIS POLICY, WE AGREE WITH YOU TO PROVIDE THE INSURANCE AS STATED IN THIS POLICY.

Limits Of Insurance		
Each Occurrence Limit (Liability Coverage)	\$1,000,000	
Personal and Advertising Injury Limit	\$1,000,000	Any one person or organization
Aggregate Limit (Liability Coverage) (except with respect to "covered autos")		\$1,000,000
Other:		

Description Of Business	
Form Of Business:	
☐ Individual	☐ Partnership ☐ Joint Venture
☐ Limited Liability Company	☒ Organization, Including A Corporation (But Not Including A Partnership, Joint Venture Or Limited Liability Company)
Business Description:	

Criteria 3: Health & Safety

All Premises You Own, Rent Or Occupy	
Location Number	Address Of All Premises You Own, Rent Or Occupy
	PER SCHEDULE ON FILE WITH COMPANY

Premium			
Subject Premium of Employers Liability Coverage	x Umbrella Factor		
Subject Premium of Commercial General Liability Coverage	Included x Umbrella Factor	Included	Included
Subject Premium of Commercial Auto (Including Auto Dealers) Coverage	Included x Umbrella Factor	Included	Included
Subject Premium of Other Coverages	x Umbrella Factor		
Other Premium Terrorism - Certified Acts	Included x Umbrella Factor	Included	Included
	Sub-total Premium		\$606.00
	State Tax Or Other (if applicable)		\$0.00
	Total Premium (Subject To Audit)		\$606.00
Premium Shown Is Payable:	At Inception At Each Anniversary (If policy period is more than one year and premium is paid in annual installments)		
Audit Period (If Applicable)	☐ Annually	☐ Semi- Annually	☐ Quarterly
			☐ Monthly

Endorsements
Endorsements Attached To This Policy:
SEE ATTACHED SCHEDULE OF FORMS AND ENDORSEMENTS

00119439/000025 0/10 0000

RETAINED LIMIT	
1. SELF-INSURED RETENTION	\$10,000
2. SCHEDULE OF UNDERLYING INSURANCE	
Employers Liability	
Company:	
Policy Number:	
Policy Period:	
Minimum Applicable Limits	
Bodily Injury By Accident	Each Accident
Bodily Injury By Disease	Each Employee
Bodily Injury By Disease	Policy Limit
or	Each
	Accident/Occurrence
Commercial General Liability	☒ Occurrence ☐ Claims-Made
Company: Church Mutual Insurance Company, S.I.	
Policy Number: 25-383318	
Policy Period: 04/01/22 - 04/01/23	
Minimum Applicable Limits	
General Aggregate	\$5,000,000
Products-Completed Operations Aggregate	\$5,000,000
Personal And Advertising Injury	\$2,000,000
Each Occurrence	\$2,000,000
Commercial Auto Liability (Other Than Auto Dealers Liability)	
Company: Church Mutual Insurance Company, S.I.	
Policy Number: 09-382259	
Policy Period: 04/01/22 - 04/01/23	
Minimum Applicable Limits	
Each Accident	\$1,000,000
Auto Dealers Liability	
Company:	
Policy Number:	
Policy Period:	
Minimum Applicable Limits	
Covered Auto Liability	Each Accident
General Liability Bodily Injury And Property Damage Liability	Each Accident
Personal And Advertising Injury	Any One Person or Organization
General Liability Aggregate	
Products And Work You Performed Aggregate	

Other Coverages

☐ Occurrence

☐ Claims-Made

Company:

Policy Number:

Policy Period:

Minimum Applicable Limits

THESE DECLARATIONS, TOGETHER WITH THE COMMON POLICY CONDITIONS AND COVERAGE FORM(S) AND ANY ENDORSEMENT(S), COMPLETE THE ABOVE NUMBERED POLICY.

Countersignature Of Authorized Representative

Name:

Title:

Signature:

Date:



00119435 000025 049 011 000

SCHEDULE OF FORMS AND ENDORSEMENTS

POLICY NUMBER:

0411299 85-383673

EFFECTIVE DATE:

04/01/2022

NUMBER

TITLE

UMBRELLA

CMIL TR 02 (12-20)	Rejection Of Terrorism Risk Insurance Act Commercial Umbrella/Excess Liability Policy
FM: GR01 (01-20)	Privacy Practices Disclosure Notice
CM 00 46 (09-21)	Contact Menu
IL DS 00 (09-08)	Common Policy Declarations
CU DS 01 (12-20)	Commercial Liability Umbrella Declarations
CMIL 00 02 (01-20)	Mutual Conditions
CMIL 99 01 (01-20)	Church Mutual Insurance Company, S.I. Amendatory Endorsement
IL 00 17 (11-98)	Common Policy Conditions
IL 01 79 (10-02)	Oklahoma Notice
IL 02 36 (09-07)	Oklahoma Changes - Cancellation And Nonrenewal
IL 09 85 (12-20)	Disclosure Pursuant To Terrorism Risk Insurance Act
CU 00 01 (04-13)	Commercial Liability Umbrella Coverage Form
CU 01 01 (10-10)	Oklahoma Changes - Representations Or Fraud
CU 21 23 (02-02)	Nuclear Energy Liability Exclusion Endorsement
CU 21 27 (12-04)	Fungi Or Bacteria Exclusion
CU 21 31 (01-15)	Exclusion Of Other Acts Of Terrorism Committed Outside The United States; Cap On Losses From Certified Acts Of Terrorism
CU 21 36 (01-15)	Exclusion Of Punitive Damages Related To A Certified Act Of Terrorism
CU 21 58 (05-09)	Communicable Disease Exclusion
CU 21 86 (12-20)	Exclusion - Access Or Disclosure Of Confidential Or Personal Information And Data-Related Liability - With Limited Bodily Injury Exception
CMCU 04 10 (06-20)	Nonprofit And Human Services Professional Liability Umbrella Coverage
CMCU 21 01 (03-19)	Exclusion - Cyber Liability And Data Breach Response
CMCU 21 02 (03-19)	Exclusion - Asbestos
CMCU 21 03 (03-19)	Exclusion - Lead
CMCU 21 07 (03-19)	Exclusion - Affiliated Entity Personal And Advertising Injury
CMCU 21 09 (03-19)	Exclusion - Sexual Misconduct
CMCU 21 10 (03-19)	Exclusion - Abusive Behavior
CMCU 21 11 (03-19)	Exclusion - Nonphysical Abusive Behavior
CMCU 21 12 (03-19)	Exclusion - Law Enforcement Or Security Service Activities

Consumer Protection Division
Food Inspection Report
State Code OAC 310:257

Criteria 3: Health & Safety

Page 1 of _____

Inspection Date 4/5/23	Inspection Time 10:29	Mgr. Cert	County # 9	Establishment# F83-0024571	License Expiration day care	Type Canteen	Class	Priority																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																														
Purpose of Inspection: 1—Routine 2—Compliance 3—Issue License Application 4—Complaint 5—Other 6—Out of Business 7—Follow-Up Activity 8—Reserved																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
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Establishment: For Heaven's Sake Christian CDC				Owner For Heaven's Sake Christian CDC inc																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																		
Physical Address 360 North Parkway			City Yukon	Zip Code 73099	Phone # Cell Phone #																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																	
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Priority items are proven measures that are directly linked to the elimination, prevention or reduction of hazards associated with foodborne illness. Priority Foundation items incorporate specific actions, equipment or procedures to control risk factors that contribute to foodborne illness. NOTE: Items 1-35 Require Immediate Action or by date noted on Pg 2 - Not to exceed 10 days from date of inspection.																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
IN=in compliance OT=not in compliance NO=not observed NA=not applicable CDI=corrected on-site during inspection R=repeat violation																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
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Control of Hands, as a Vehicle of Contamination																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
5	✓						Hands clean, washed, maintained; Hand antiseptics	21	✓																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																													
6	✓						No Bare Hand Contact with Ready-to-Eat foods Or alternate methods; Glove limitations	22	✓																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																													
7	✓						Adequate hand wash facilities: supplied, accessible; Toilets properly supplied	23		✓																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																												
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8	✓						Food, water, ice: obtained from approved source	24		✓																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																												
9	✓						Food in good condition, safe, unadulterated, segregated	25	✓																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																													
10							✓ Required records (shellstock tags, parasite destruction)	26	✓																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																													
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11	✓						Food separated/protected; Proper tasting procedures; Self-serve operations; Single service use when required	Consumer Advisory: Highly Susceptible Populations																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																														
12	✓						Disposition of returns, previously served, Reconditioned, unsafe food	27		✓																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																												
13	✓						Prohibited animals; Prohibited food operation locations	28		✓																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																												
14	✓						Sinks used for intended purposes	Chemicals																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																														
15	✓						Food equipment: improper use, operation (Materials, design)	29		✓																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																												
16	✓						Insects, rodents, & other pests controlled	30	✓																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																													
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<table border="1"> <tbody> <tr> <td>31</td> <td>✓</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Warewash, sanitize equipment: Design, supplies, operated; Test strips; Temp gauges; Alarms</td> <td>34</td> <td>✓</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>32</td> <td>✓</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Warewashing; Sanitize at 200 ppm/temp</td> <td>35</td> <td>✓</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>33</td> <td>✓</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Food contact surfaces of equipment & utensils clean</td> <td colspan="6">Water: adequate pressure, sufficient capacity</td> </tr> <tr> <td colspan="8"></td> <td colspan="6">Plumbing sewage system: design, approved, installed</td> </tr> <tr> <td colspan="8"></td> <td colspan="6">Cross-connection prohibited, air gaps, disposal</td> </tr> </tbody> </table>														31	✓						Warewash, sanitize equipment: Design, supplies, operated; Test strips; Temp gauges; Alarms	34	✓					32	✓						Warewashing; Sanitize at 200 ppm/temp	35	✓					33	✓						Food contact surfaces of equipment & utensils clean	Water: adequate pressure, sufficient capacity														Plumbing sewage system: design, approved, installed														Cross-connection prohibited, air gaps, disposal																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
31	✓						Warewash, sanitize equipment: Design, supplies, operated; Test strips; Temp gauges; Alarms	34	✓																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																													
32	✓						Warewashing; Sanitize at 200 ppm/temp	35	✓																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																													
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Core items relate to general sanitation & maintenance, equipment design & maintenance, and physical facilities & structures.																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
<table border="1"> <thead> <tr> <th colspan="7">Food Temperature Controls</th> <th colspan="7">Physical Facilities</th> </tr> </thead> <tbody> <tr> <td>36</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Approved thaw methods; Active cool containers stored properly</td> <td>48</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Plumbing sys: maintained, backflow device installed, inspected</td> </tr> <tr> <td>37</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Thermometers provided, accurate, conspicuous</td> <td>49</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Toilet facilities: accessible, properly constructed, cleaned Self closures</td> </tr> <tr> <td colspan="7">Food Identification</td> <td>50</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Break/locker areas: used, provided, maintained; Living areas separated; Laundry facilities</td> </tr> <tr> <td>38</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Food properly labeled, original container, honestly presented</td> <td>51</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Hand wash sinks: designed, clean, used; Proper signage</td> </tr> <tr> <td colspan="7">Prevention of Food Contamination</td> <td>52</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Floors, walls, ceilings (premises): clean, free of litter; Removal of pests</td> </tr> <tr> <td>39</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Contamination prevented during food preparation, storage & display; Washing fruits/vegetables</td> <td>53</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Floors, walls, ceilings (physical facilities): design, maintained, good repair; Outer openings protected</td> </tr> <tr> <td>40</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Personnel: clean, jewelry, hair restraints</td> <td>54</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Service Sinks; Maintenance & cleaning tools: use, storage</td> </tr> <tr> <td>41</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Eating, drink, tobacco use; No discharge from eyes, nose, mouth</td> <td>55</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Outdoor areas: constructed, maintained clean</td> </tr> <tr> <td>42</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Wiping cloths: properly used & stored; Sponges prohibited</td> <td>56</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Garbage/refuse: properly disposed, fac constr, maintained</td> </tr> <tr> <td colspan="7">Proper Use of Utensils</td> <td>57</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Ventilation: installed, maintained; Lighting: adequate, shielded</td> </tr> <tr> <td>43</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>In-use utensils proper storage, cleaning frequency; Utensils, equip & linens: properly stored, dried, handled; Linens clean</td> <td>58</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Other</td> </tr> <tr> <td>44</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Single-use, single-service articles: properly stored, used</td> <td colspan="7"></td> </tr> <tr> <td colspan="7">Utensils, Equipment and Vending</td> <td colspan="7"></td> </tr> <tr> <td>45</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Food & non-food contact surfaces cleanable, design</td> <td colspan="7"></td> </tr> <tr> <td>46</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Manual/Mechanical warewashing facilities: maintained, operated; Pressure gauges, data plates; Use limitation, pre-cleaning</td> <td colspan="7"></td> </tr> <tr> <td>47</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Non-food contact surfaces clean; Cleaning frequency</td> <td colspan="7"></td> </tr> </tbody> </table>														Food Temperature Controls							Physical Facilities							36							Approved thaw methods; Active cool containers stored properly	48								Plumbing sys: maintained, backflow device installed, inspected	37							Thermometers provided, accurate, conspicuous	49								Toilet facilities: accessible, properly constructed, cleaned Self closures	Food Identification							50								Break/locker areas: used, provided, maintained; Living areas separated; Laundry facilities	38							Food properly labeled, original container, honestly presented	51								Hand wash sinks: designed, clean, used; Proper signage	Prevention of Food Contamination							52								Floors, walls, ceilings (premises): clean, free of litter; Removal of pests	39							Contamination prevented during food preparation, storage & display; Washing fruits/vegetables	53								Floors, walls, ceilings (physical facilities): design, maintained, good repair; Outer openings protected	40							Personnel: clean, jewelry, hair restraints	54								Service Sinks; Maintenance & cleaning tools: use, storage	41							Eating, drink, tobacco use; No discharge from eyes, nose, mouth	55								Outdoor areas: constructed, maintained clean	42							Wiping cloths: properly used & stored; Sponges prohibited	56								Garbage/refuse: properly disposed, fac constr, maintained	Proper Use of Utensils							57								Ventilation: installed, maintained; Lighting: adequate, shielded	43							In-use utensils proper storage, cleaning frequency; Utensils, equip & linens: properly stored, dried, handled; Linens clean	58								Other	44							Single-use, single-service articles: properly stored, used								Utensils, Equipment and Vending														45							Food & non-food contact surfaces cleanable, design								46							Manual/Mechanical warewashing facilities: maintained, operated; 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Proper Use of Utensils							57								Ventilation: installed, maintained; Lighting: adequate, shielded																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																							
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Criteria 3: Health & Safety

OAC 310.257 – Subchapters & Paragraphs Listed Below Note: all subchapter and paragraph numbers are listed without parenthesis to save

Supervision & Licenses (Priority/Priority Foundation)			
1	15-12; 15-21; 17-2c3 & d2; 17-3b&d, 17-4c&e; 17-5c	Valid License to Operate; non-transferable; Mobile pushcarts: Licensed Commissary; Mobile F. S. E. location; visible license; Mobile F.S.E.-Commissary Licenses	5-53,1; 5-64a, b4, c, & d2, C-E; 5-53,2; 5-63; 5-64b1, 2, 3, 5, 6; 5-64d1 & 2A, F, G, & H; 5-64d, 3 & 4; 5-64e2, 3, & 4; 7-35b; 15-4; 15-5,2; 15-9
2	3-1; 3-2; 3-3	Assignment (PIC present); Demonstration (PIC Knowledge demo); Person in charge (PIC duties)	Treat juice (HACCP); Reduced Oxygen Pack; Criteria: Treating juice (warning label); Molluscan Shellfish Tanks; Conformance w/ approved procedure, ROP without a variance; Molluscan Shellfish Tanks Req's; Variance; Contents, Documentation, justification
Employee Health (Priority/Priority Foundation)			
4	3-4; 3-5; 3-6	Ill Workers-PIC & EMP Responsibility to report Exclusions & Restrictions, Remove adjust, retain	3-4c & f PIC & EMP reporting
Control of Hands as a Vehicle of Contamination (Priority/Priority Foundation)			
5	3-9; 3-10; 3-12; 3-13; 3-14; 3-15	Clean hands and arms; how and when to wash; Prevent contamination from hands (wash); Where to Wash; Hand Sanitizers; nails trimmed no polish, gloves good repair	9-14a; 9-18a; 9-23; 9-26; 11-24; 11-25; 11-30
6	5-21b; 5-34a; 5-21c	No BHC w/ RTE; alt methods; Glove Limitation Minimize bare hand contact w/ Non-RTE food	Handwashing Facility, installation; water at 100°F; Numbers & Capacities, Location & Placement, Use; maintained, no other purpose; Cleanser availability; Hand drying provision; toilet paper available at toilets
Approved Source (Priority/Priority Foundation)			
8	5-2a,b; 5-3; 5-4; 5-5; 5-6; 5-7a; 5-8a; 5-11; 5-12; 5-14; 5-18a2; 5-28; 9-1; 9-3; 9-4; 9-5; 5-20-e; 5-18a1; 9-6	Approved source, home prepared prohibited Food-Hermetically sealed; Milk & Milk Products, Fish, Molluscan Shellfish; Wild Mushrooms; Game Animals, Eggs; Eggs and Milk Products, Pasteurized, Ice; Juice Treated; Ice Used as Exterior Coolant, Prohibited as Ingredient; Water; Approved system-Bottled drinking water; Quality, standards; Non-drinking water; Food Labeling; Juice treated -HACCP system; Sampling-non-community H2O sampled	5-44a; 5-70; 11-38
9	5-1; 5-13	Safe, Unadulterated and Honestly Presented Package Integrity; Separate Distressed Products	11-21; 3-21a; 11-54a
10	5-49a; 5-15a; 5-16a; 5-20; 5-50a & c	Parasite destruction-fish freezing requirements Shucked Shellfish, Packaging and Identification; Shellstock-proper labels; 90 day label; frozen records/letter from supplier	11-44
11	5-22; 5-23a,1&2; 5-30; 5-41; 5-43a; 7-79; 5-43b&c; 7-55	Food Contact w/ Equip. & Utensil; Food display: protect self-serve from contamination; Single-service/Single-use; Articles; Required use Self Service operations; customer self service	7-1; 7-3; 7-4a; 7-5; 7-7; 7-12 1A-2A; 7-14; 7-28,5; 7-35a; 7-36; 7-15; 7-16 a-1 9-31,1; 9-37,1
			11-50 1-4
			Disposition of Returns; Previously Served; Discarding contaminated food
			Private homes and living or sleeping quarters use prohibition; Animals; employee may not touch; no live animals; Prohibiting animals (limitations)
			Sinks not contaminated with cleaning equip
			Food Equipment Char., safe; Lead:China/crystal; Copper; Galvanized; Lead-Use: Pewter alloys: Singleuse service articles-safe; No glass thermometer; Dispensing Equip. for TSC Foods; Molluscan shellfish display tanks-indentification; Vending machine-automatic shutoff; Materials, Approved-(mobile water tank materials safe) Food contact surfaces, CIP equipment
			Controlling Pests
Time/Temperature Control for Safety (TCS) (Priority/Priority Foundation)			
17	5-46a 1-3 & b2; 5-48	Raw Animal Food cook temp; Plant food cooking	5-62b1,3,4 & c1,4,5; 5-62a, b2, c2,c3
18	5-52 a-d	Re-heating for hot holding	5-48.1, 1-5; 5-48.1
19	5-57; 5-58a	Cooling time-temperature parameters; Cooling Methods	7-50; 17-2d4
20	5-9; 5-59 a	Hot Hold Temps	7-23; 7-24; 7-37e; 7-56; 7-78b
21	5-9 a,b,c; 5-59 a,b; 5-9 e & f	Cold Hold Temps; Receiving TCS 41° or below, Frozen Food: Shipped & Received, no temp abuse	Time as a Public Health Control, mark, temp, discard; RTE, Time Control/Safety Proc: Labeling, date marking
22	5-61; 5-60	RTE discarded after expiration; no date; RTEdate Marking-41° for 7 days; options	Non-continuous cook of raw animal foods Written Procedures for above
			Adequate equipment to maintain food temps
			Thermometers: Food; Ambient Air & Water Accurate Thermometers: thin tip: Good Repair, Calibrated
Consumer Advisory: Highly Susceptible Population (Priority/Priority Foundation)			
27	5-46d2; 5-67b5; 5-69	Children's menu: raw animal food Allergens; Consumer adv. Disclosure/Reminder	5-25; 5-71
			Pasteurized Foods: Prohibited Foods ; Prohibited Reserve
Chemicals (Priority/Priority Foundation)			
29	5-10; 5-26	Additives; Use approved; Protection from un-approved	13-1; 13-2; 13-4a; 13-5,3; 13-15a; 13-17
30	13-3; 13-5 1&2; 13-6; 13-7; 13-8a; 13-9; 13-10; 13-11; 13-12; 13-13; 13-14a; 13-15b; 13-16; 13-17,2; 13-19	Toxic:Stored separate; Proper use; Toxic:Restricted Container; Sanitizers, Wash Agents, Drying Agents, Lubricants, Pesticides, Rodent Bait Stations;Tracking Powders, Employee Meds-Labeled, Stored; Refrig. Meds; First Aid; Employee items separation	Onsite generation of chemicals, toxics & labels; Manufacturer Label; Common Name; Restrictions & Use; Application by Certified Operator; Restriction and storage of employee medicines; First aid supply storage
Warewashing (WW), Food Contact Surfaces (Priority/Priority Foundation)			
31	7-40; 7-41; 7-42; 7-51, a&b; 7-58; 7-68; 7-77	WW, machine temps measured; Manual Equip; Auto Dispense Detergent; Alarms; 3-Compartment sink-Adequate-Test kits; Cleaning Agent Required; Chem. Sanitizer test	7-72; 7-75; 7-95; 7-70; 7-71; 7-73a
			7-83a,c; 7-94; 7-82a
			Sanitization: Hot Water, Chemical, Pressure; Wash Solution:Temp Manual and Mech.; Hot Water Sanitization Temp: mechanical
			Food contact surfaces-Clean & Sanitize Food contact surfaces-Clean, Sight, Touch
Plumbing (Priority/Priority Foundation)			
34	17-1; 9-8; 9-9; 9-10; 9-11	Sink construction; contamination of utensils by hand washing; Water delivery; Pressure; Capacity of hot & cold; Alternate water supply; mobile water requirements	9-2; 9-12; 9-13a; 9-15; 9-16; 9-21; 9-27a; 9-29; 9-30,1; 9-38; 9-41; 9-44a; 9-47a; 9-49; 9-52; 9-27b; 9-28; 9-50
			Backflow Prevention Sewage conveying: Approv. Disposal System Approved delivery sys: indentified, serviced Commissary & Servicing Area Requirement; Mobile wastes

ODH #542 (Revised 3/2022)

OAC 310:257 - Subchapters & Paragraphs Listed Below
Good Retail Practices

Criteria 3: Health &
Safety

Food Temperature Control		
36	Microwave, Slacking, Thawing, Cooling methods	5-47; 5-55; 5-56; 5-58 b
37	Equipment thermometers provided, conspicuous	7-37 a-d
Food Identification		
38	Food properly labeled, original container, honestly presented	5-2 f,g; 5-15 b; 5-19; 5-24; 5-39; 5-50 b; 5-65; 5-66; 5-67 a, b1-4, b6-7, c,d; 5-68
39	Contamination prevented during food preparation, storage & display	5-17; 5-21 d; 5-23 a3-8; 5-27; 5-29; 5-32; 5-36; 5-37; 5-38; 5-40; 5-42; 5-44 b; 5-45; 5-71 8; 13-8 b
	Washing fruits and vegetables	17-2 a; 17-2 c; 17-4 d; 17-5 b; 17-6
	Mobile pushcarts, retail food service establishment, commissary	3-16; 3-17; 3-20
40	Personnel: cleanliness, jewelry, hair restraints	3-18; 3-19
41	Eating, drinking, tobacco; No discharge from eyes, nose, mouth	5-33; 7-6; 7-102
42	Wiping cloths proper use & storage; Sponges prohibited	
Proper Use of Utensils		
43	In-use utensils properly stored, cleaning frequency; Utensils, linens, equipment properly stored, dried, handled; Linens clean	5-31; 7-59 a,b; 7-96 thru 7-99; 7-101; 7-105 a,b,d 7-106, 7-107 b; 7-108; 7-109; 17-6
44	Single-use, single-service articles: properly stored, used	7-80; 7-81; 7-105 a,c; 7-106; 7-107 a,c
Utensils, Equipment & Vending		
45	Food / non-food contact surfaces: cleanable, designed, constructed used	5-34 b,c,d; 5-35; 7-1 2,3,4,5; 7-2; 7-9; 7-10; 7-11; 7-12 1B, 2B; 7-13; 7-16 a2,b; 7-17 thru 7-21; 7-27; 7-28 1-4; 7-29 thru 7-34; 7-46 thru 7-49; 7-60 thru 7-64; 7-103; 7-104; 17-1 c
46	Manual/Mechanical warewashing facilities: maintained, operated; Pressure gauges, data plates; Use limitation, pre-cleaning; Design; drain boards	7-25; 7-38; 7-39; 7-43; 7-44; 7-45; 7-51 c,d,e,f 7-52; 7-57; 7-65; 7-66; 7-67; 7-69; 7-74; 7-76; 7-87 thru 7-91
47	Non-food contact surfaces clean; Equip/utensil cleaning frequency	7-82 b,c; 7-84; 7-85
Physical Facilities		
48	Plumbing systems: maintained, backflow devices installed, inspected	9-14 b,c,d; 9-22; 9-24; 9-30 2; 9-31 2,3; 9-32 thru 9-36; 9-37 2-5; 9-39; 9-40; 9-42; 9-43; 9-44 b; 9-45; 9-47 b,c,d; 9-48; 9-51; 9-53
49	Toilet facilities: proper construction, accessible, supplied, cleaned; Self closures	9-19; 9-61; 11-14; 11-36; 11-47; 11-48
	Mobile pushcarts, retail food service establishment,	17-2 c2, d1; 17-4 f
50	Break rooms, Locker areas: used, provided, maintained; Living areas separate; Laundry facilities	7-54; 7-59 c; 7-100; 11-22; 11-33; 11-37; 11-49
51	Hand washing sinks designed, clean, used; Proper signage	9-13 b; 11-26; 11-27; 11-47
52	Floors, walls, ceilings (premises): clean, maintained free of litter Removal of pests	11-41; 11-42; 11-51; 11-53
53	Floors, walls, ceilings (physical facilities): properly designed, maintained, good repair; Outer openings protected Mobile food service establishment	11-1; 11-3 through 11-10; 11-15; 11-16; 11-40; 11-46 17-3 a
54	Service sinks; Maintenance and cleaning tools properly used & stored	7-86; 9-20; 11-45; 11-52
55	Outdoor areas: constructed, maintained, clean Mobile Commissary & servicing area	11-2; 11-17; 11-18; 11-19 17-5 e
56	Garbage & refuse: properly disposed, facilities constructed, maintained	9-55 thru 9-60; 9-62 thru 9-73; 11-20
57	Ventilation: installed, maintained; Lighting: adequate, shielded	7-22; 7-26; 7-53; 11-11; 11-12; 11-31; 11-32; 11-43



FHS Teaching and Learning Domains

Length of School Year and Instructional Hours

For not less than one thousand eighty (1,080) hours with a minimum of one hundred sixty-five (165) days of instruction each school year, if a district board of education adopts a school-hours policy and notifies the Board of Directors.

2023-2024 School year

Days-167

Hours- 1085.50

School Selected Resources

Math:

Teaching Textbooks (3rd-8th grade), Math U See (1st-8th Grade), Math with Confidence (Pre-K/Kindergarten)

English/ Language Arts:

Shurley English (K-8th), Abeka Language/Grammar (1st-8th)

Reading/Spelling:

Children Learning Reading (Pre-K/K), Abeka Spelling and Poetry (1st-8th), Explode the Code (K-5th), Spectrum Reading Comprehension (3rd-8th)

Criteria 4: Academic Accountability

Writing:

Writing Rhetoric (1st–8th), Handwriting Without Tears Manuscript (K–2nd), Handwriting Without Tears Cursive (3rd–8th)

Science:

Masterbooks– Gods Design (K–2nd), Elementary Science of Soil, Sea an Sky (3rd–4th), Elements of Faith (5th–8th)

Social Studies/History/Geography:

Abeka – My America and My World (Kindergarten), Our America (1st–2nd), Our America Heritage/Map Skills (3rd–4th), The History of Our United States/ Geography Skills (5th–8th)

Selection of Standardized Assessment

Beginning of Year, Middle of Year and End of Year Assessment is done by paper assessments for Pre-K and Kindergarten. STAR Renaissance Testing for 1st–8th grade in both Math and Reading subject areas.

Criteria 5: Teacher Requirements



FHS Faculty/Staff Qualifications and Expectations

Our Head of School and Dean of Students are required to have a minimum of a Bachelor's Degree. Our Lead Teachers are required to have a Bachelor's Degree in our K-8th grade classes. Our EE Lead Teachers are required to have an associates degree. All of our teachers are required to be compliant with ACSI certification regulations and requirements.

Discipline

The primary goal of the discipline program at FHS is to help a child become responsive and obedient to God and His written word as the final authority in all matters (Psalm 119:11; Heb. 12:6-11). We must help our students learn to discern the difference between God's Law and man's practices and then act to choose

God's way so that they may grow in wisdom and prosper (Prov. 29:15). The ultimate goal of the "discipline process" is to help the student learn "self-discipline." To recognize the need for correction, obey, and finally exercise proper authority is a major characteristic of a successful person. We believe that education is best accomplished when there are consistent behavioral standards. We believe that a minimum number of behavioral rules are necessary to allow students and teachers to live and work together in a peaceful, orderly environment. Students are actually happier when there are clear rules that are consistently and fairly enforced, for then the students know what is expected of them.

A positive approach to discipline with positively stated expectations, positive reinforcement, and positive communication is practiced throughout the school. Children are guided to make responsible choices and assume responsibility for their own actions. Each classroom establishes expectations and appropriate consequences that are clearly understood by all. The emphasis is directed toward what the child is expected to do and encouraged. We explain correct/appropriate actions and expectations. We allow time to mature and grow in abilities and self control while recognizing

Criteria 6: Disciplinary Procedures

all children mature at their own pace. We modify expectations based on abilities when needed.

True Discipline follows a "5-fold" process:

- (1) Instruction
- (2) Correction
- (3) Consequence
- (4) Repentance
- (5) Restoration

The administration of FHS is committed to this process. Every teacher is responsible for discipline at all times, in all parts of the building, on the playground, and while on field trips even when parents are present. Teachers have full authority and responsibility to correct student behavior whenever such correction is necessary. Students and parents are asked to abide by the discipline policies.

"Train up a child in the way he should go, Even when he is old, he will not depart from it." Proverbs 22:6

Discipline Policy

Whenever possible, the teacher will attempt to work out a problem with the student, without administrative involvement. Each teacher will enforce basic classroom/property rules and encourage good behavior and discourage

Criteria 6: Disciplinary Procedures

inappropriate behavior. A student will know in advance the consequences for disobeying the rules. Each case of misconduct will be handled on an individual basis. The student will be given a chance to explain his version of the facts. Video Surveillance will be used and viewed by FHS staff only when needed for clarity. If we feel the video surveillance needs to be viewed regarding an occurrence we will include four admin staff positions to view to give fair representation of the situation. The corrective measures to be employed to help the student correct his misconduct will be determined by the teacher and/or administration. Examples of corrective measures that will typically be employed are as follows:

1. Student-Teacher Conference
2. Student-Administrator Conference
3. Parent-Teacher Conference
4. Parent-Teacher/Administrator Conference (in person or by phone)
5. A discipline contract with a written plan for resolution
6. Removal of privileges or partial recess
7. Lunch Detention
8. School Suspension
9. Expulsion

A written Incident/ Injury form will be sent home as needed. Parents will sign and return to school.

Every effort will be made by the school to keep parents informed when there is a problem or when any disciplinary action is taken.

Parental Support

Criteria 6: Disciplinary Procedures

Especially in matters of discipline, there may be times when you or your children will have questions about a particular incident or decision. When this happens please keep the following things in mind:

1. Please encourage your child to love and accept others at all stages and to give grace.
2. Until you have heard both sides of the story, please give the staff the benefit of the doubt.
3. Realize that the child's reporting of the information is from a child's perspective.
4. Help us enforce to the child that there are reasons for all rules and that they are enforced without favor. Never criticize the school in front of the child or others.
5. Support the administration and call us for all the facts.

Concerns/Issues

Express it promptly. Keeping a grievance to yourself will only cause bad feelings and friction between you and the school. We cannot appropriately address a situation if we are not aware of it. According to the Matthew 18 principle, complaints should first be discussed with the specific individual involved. Telling someone else will cause a negative undercurrent and will not solve the problem. Please go to the school Administrator with any concerns or issues. Please do not discuss on Group Me or in a large group. Please private message or call

Criteria 6: Disciplinary Procedures

admin directly with concerns. Please speak only on the behalf of your child. If others come to you with concerns, encourage them to address all concerns with FHS administration.

Criteria 7: Accreditation



Central Division

P 719-867-5286 | accreditation_ma@acsi.org
The Hope Center | 2001 West Plano Parkway, Suite 2300
Plano, Texas 75075

June 21, 2024

For Heaven's Sake Child Development Center
Caleigh Brown, Head of School
360 N Yukon Pkwy
Yukon, OK 73099
ACSI Member ID# 7196275

Dear Ms. Brown,

I want to congratulate you and your team for successfully meeting the standards for ACSI Foundational Accreditation. The South Accreditation Commission for the Central Division voted to approve For Heaven's Sake Child Development Center for ACSI Foundational Accreditation for a three-year term:

Initial ACSI Accreditation: 7/1/2024
Current Accreditation Term Begins: 7/1/2024
Current Accreditation Term Expires: 6/30/2027

Grades Accredited: EE-8
Status: Foundational
Type of Visit: Foundational

Additional Requirements: The conditions associated with this approval require the following:

Submit with your October 2024 annual report the evidence (documentation) showing the legal issues have been resolved (Purpose Domain, Governing Body Structure, and Bylaws)

Your accomplishment is being communicated to ACSI headquarters and they will be mailing a Foundational certificate directly to your school. Display this certificate with honor! This decision was based on the work that you and your staff have put together to successfully meet the standards.

Please Note:

- **ACSI Membership**—Your school must maintain ACSI membership and pay the annual accreditation fee during the Foundational Accreditation term.
- **Annual Reporting**—You will be required to complete a Foundational Annual Report each October in which you will address your progress on the areas outlined in the *Next Steps* document.
- **Logo Usage**—Use the Foundational Accreditation logo on all publications and use the term "Foundational Accreditation" in all literature and communication.
- **Prepare for Your Full Team Visit**—Begin working on a comprehensive self-study to host a full team visit by the end of this accreditation term. Refer to the timelines in the *Next Steps* document and the *Inspire School Coordinator Handbook*.

Should you have any questions, please do not hesitate to contact bobbie_kelly@acsi.org, lauren_moore@acsi.org, or tracey_pitts@acsi.org.

Sincerely in Christ,

A handwritten signature in cursive script that reads "Ed Thomas".

Ed Thomas
South Accreditation Commission Chairperson, ACSI Central Division

cc: Roberta "Bobbie" Kelly, MED, Accreditation Director, ACSI Central Division