

LETTER OF COMPLIANCE INSPECTION REPORT

INSPECTION DATE/TIME/DURATION: 1/6/2026 9:00 AM		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="2">INSPECTION TYPE</th> </tr> <tr><td>☐</td><td>Initial Application</td></tr> <tr><td>☐</td><td>Conversion</td></tr> <tr><td>☐</td><td>Mandatory Review</td></tr> <tr><td>☐</td><td>Full</td></tr> <tr><td>☒</td><td>Complaint Investigation</td></tr> <tr><td>☐</td><td>Monitoring</td></tr> <tr><td>☐</td><td>Other</td></tr> <tr><td>☐</td><td>Follow Up</td></tr> </table>		INSPECTION TYPE		☐	Initial Application	☐	Conversion	☐	Mandatory Review	☐	Full	☒	Complaint Investigation	☐	Monitoring	☐	Other	☐	Follow Up	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="4">Approved Capacity: 35</th> </tr> <tr> <th>AGES</th> <th>Approved for</th> <th># Enrolled</th> <th># Present</th> </tr> <tr> <td>2's</td> <td>☒ Y ☐ N</td> <td>12</td> <td>3</td> </tr> <tr> <td>3's</td> <td>☒ Y ☐ N</td> <td>20</td> <td>9</td> </tr> <tr> <td>4's</td> <td>☒ Y ☐ N</td> <td>17</td> <td>7</td> </tr> <tr> <td>5's (pre-school)</td> <td>☒ Y ☐ N</td> <td>0</td> <td>0</td> </tr> <tr> <td>5-15 (school-age)</td> <td>☐ Y ☒ N</td> <td>0</td> <td>0</td> </tr> <tr> <td>TOTAL</td> <td></td> <td>49</td> <td>19</td> </tr> <tr> <td>Head Start</td> <td>XXXXXXX</td> <td>0</td> <td>XXXXXX</td> </tr> </table>		Approved Capacity: 35				AGES	Approved for	# Enrolled	# Present	2's	☒ Y ☐ N	12	3	3's	☒ Y ☐ N	20	9	4's	☒ Y ☐ N	17	7	5's (pre-school)	☒ Y ☐ N	0	0	5-15 (school-age)	☐ Y ☒ N	0	0	TOTAL		49	19	Head Start	XXXXXXX	0	XXXXXX
INSPECTION TYPE																																																											
☐	Initial Application																																																										
☐	Conversion																																																										
☐	Mandatory Review																																																										
☐	Full																																																										
☒	Complaint Investigation																																																										
☐	Monitoring																																																										
☐	Other																																																										
☐	Follow Up																																																										
Approved Capacity: 35																																																											
AGES	Approved for	# Enrolled	# Present																																																								
2's	☒ Y ☐ N	12	3																																																								
3's	☒ Y ☐ N	20	9																																																								
4's	☒ Y ☐ N	17	7																																																								
5's (pre-school)	☒ Y ☐ N	0	0																																																								
5-15 (school-age)	☐ Y ☒ N	0	0																																																								
TOTAL		49	19																																																								
Head Start	XXXXXXX	0	XXXXXX																																																								
PROVIDER ID: 13103		COMPLAINT #: 15043394																																																									
LICENSE #: 85850		NURSERY SCHOOL: ☐ Y ☒ N		FATALITY: 0																																																							
JURISDICTION:				SERIOUS INJURY: 0																																																							
REGION: 1		ACCREDITED BY:		EXP DATE:																																																							
EXCELS LEVEL: 2		ACCREDITED: ☐ Y ☒ N		EXP DATE: 3/25/2026																																																							
WORKERS COMPENSATION INSURANCE COVERAGE: ☒ Y ☐ N																																																											
OPERATOR NAME:																																																											
FACILITY NAME: Galilee Lutheran Preschool																																																											
ADDRESS: 4652 Mountain Road Pasadena MD 21122																																																											
PERSON(S) INTERVIEWED: Andrea Kopf																																																											
TITLE(S): Director																																																											
TELEPHONE: (410) 255-3504		E-MAIL: a.kopf@glcpasadena.org ☒ Verified ☐ N/A																																																									

PART 1 - MANDATORY REVIEW ITEMS

INSTRUCTIONS: (1) Review each regulation that applies to the inspection being conducted.
 (2) The compliance status of an item listed under Part 2 may be recorded when deemed necessary.
 (3) Initial/Resumption/Conversion/Full Inspection - Complete both Part 1 and Part 2.

C = In Compliance, D = Discussed, N = Not in Compliance, X = Not Inspected, NA = Not Applicable

C .03.06A Notifications
C .04.01B Capacity
C .05.01A Building Safety
C .05.08A Appropriate Facilities and Supplies
C .05.11 General Cleanliness and Disposal of Refuse
C .05.12 Outdoor Activity Area
C .07.02 Abuse and Neglect Reporting
C .07.06 Child Security

D .08.01A Appropriate Supervision
C .08.03 Group Size and Staffing
C .08.07 Playground Supervision
C .10.01A(4) Emergency Escape Route Posted
C .10.01C Emergency Contact Posted
C .10.03 Safe Use of Materials and Equipment
C .10.04 Potentially Hazardous Items
C .12.04A Food Safety

PART 2 – GENERAL COMPLIANCE REVIEW

INSTRUCTIONS: The compliance status of an item listed under Part 1 is excepted (exc.) from recording under Part 2.

C = In Compliance, D = Discussed, N = Not in Compliance, X = Not Inspected, NA = Not Applicable

CHAPTER 02 APPLICATION AND MAINTENANCE

C .03C Maintenance of a Continuing Letter of Compliance

CHAPTER 03 MANAGEMENT AND ADMINISTRATION

C .01 Multi-Site Facilities
C .02 Admission to Care
C .03 Program Records
C .04 Child Records
C .05 Staff Records

C .06 Notifications [exc. A]
C .07 Change of Operation
C .08 Variances
C .09 Advertisement

CHAPTER 04 OPERATIONAL REQUIREMENTS

C .02 Enrollment and Attendant

CHAPTER 05 PHYSICAL PLANT AND EQUIPMENT

C .01 Building Safety [exc. A]

PART 2 – GENERAL COMPLIANCE REVIEW

INSTRUCTIONS: The compliance status of an item listed under Part 1 is excepted (exc.) from recording under Part 2.

C = In Compliance, D = Discussed, N = Not in Compliance, X = Not Inspected, NA = Not Applicable

CHAPTER 05 PHYSICAL PLANT AND EQUIPMENT, CON'T

<u>C</u>	.02	Accessibility
<u>C</u>	.03	Indoor Space
<u>C</u>	.04	Building Repair and Maintenance
<u>C</u>	.05	Lead-Safe Environment
<u>C</u>	.06	Ventilation and Temperature
<u>C</u>	.07	Water Supply
<u>C</u>	.08	Sanitary Facilities and Supplies [exc. A]
<u>C</u>	.09	Lighting
<u>C</u>	.10	Telephone and Communication
<u>C</u>	.13	Swimming Facilities

CHAPTER 06 STAFF REQUIREMENTS

<u>C</u>	.01	Minimum Staff Age
<u>C</u>	.02	Staff Orientation
<u>C</u>	.03	Suitability for Employment
<u>C</u>	.04	Staff Health
<u>C</u>	.05	Substitutes
<u>C</u>	.06	Support Personnel
<u>C</u>	.07	Volunteers

CHAPTER 07 CHILD PROTECTION

<u>C</u>	.01	Prohibition of Abuse, Neglect, Injurious Treatment
<u>D</u>	.03	Child Discipline
<u>C</u>	.04	Parental Access
<u>C</u>	.05	Authorized Release

CHAPTER 08 CHILD SUPERVISION

<u>N</u>	.01	Individualized Attention and Care [exc. A]
<u>C</u>	.02	Staff Available for Emergencies
<u>C</u>	.04	Variations in Group Size
<u>C</u>	.05	Supervision during Water Activities
<u>C</u>	.06	Supervision during Transportation
<u>C</u>	.08	Rest Time Supervision

CHAPTER 09 PROGRAM REQUIREMENTS

<u>C</u>	.01	Materials and Equipment
<u>C</u>	.02	Rest Furnishings
<u>C</u>	.03	Storage

CHAPTER 10 SAFETY

<u>C</u>	.01	Emergency Safety Requirements [exc. A(4), C]
<u>C</u>	.02	First Aid and CPR
<u>C</u>	.05	Transportation

PART 2 – GENERAL COMPLIANCE REVIEW

INSTRUCTIONS: The compliance status of an item listed under Part 1 is excepted (exc.) from recording under Part 2.

C = In Compliance, D = Discussed, N = Not in Compliance, X = Not Inspected, NA = Not Applicable

CHAPTER 11 HEALTH

- C .01 Exclusion for Acute Illness
C .02 Infectious and Communicable Diseases
C .03 Preventing Spread of Disease
C .04 Medication Administration and Storage
C .05 Smoking
C .06 Alcohol and Drugs

CHAPTER 12 NUTRITION

- C .01 Food Service
C .02 Modified Diet
C .03 Food Sources
C .04 Food Storage and Preparation [exc. A]

CHAPTER 12 NUTRITION, CON'T

- C .05 Food Preparation Area and Equipment

CHAPTER 13 ADOLESCENT FACILITIES

- NA .01 Approved Plan

CHAPTER 14 EDUCATIONAL PROGRAM

- NA .04 Change of Operation
NA .06 Personnel Qualifications
NA .07 Educational Program
NA .08 Child Records
NA .09 Health, Fire Safety, Zoning

CHAPTER 15 INSPECTIONS, COMPLAINTS AND ENFORCEMENTS

- C .02 Inspections
C .06 Emergency Suspension



Signature of Provider



Signature of Agency Representative

Nancy Cahlink-Seidler

1/06/2026

Date

