



Licensed Child Caring Agency Unannounced Site Visit Report

Licensee: Milo Adventist Academy (MAA)

Principal: Randy Thornton

Date of Unannounced: 4/12/23

Licensing Coordinator: Mary Torres

Other Regulatory or Accrediting Agencies: Adventist Accrediting Association (AAA), Middle States Association of Colleges and Schools Commissions on Elementary and Secondary Schools (MSA-CESS) and National Council for Private School Accreditation

Purpose: Per OAR 419-400-0240 (1)(b) Children's Care Licensing is required to perform at least one unannounced site visit a year where children in care reside.

Previous Findings from Unannounced Site Visit on 5/20/22	Repeat Findings Further Action Needed	Comments
Furnishings and Personal Items 413-215-0221 (2) Linens are in good repair. There is a waterproof mattress cover or mattress. Linens are appropriate and towels and washcloths are provided. Some of the mattress covers in the girls' dorm are fabric and not waterproof. REPEAT FINDING from 2021 October Review Corrective Action: Replace all fabric mattress covers with waterproof covers.	Yes ☐ No ☒	In the program's Corrective Action Plan submitted via email on 8/19/22, the program reports that all mattress covers in the girls' dorm were inspected and found in compliance on August 18, 2022. Weekly room inspections are being conducted to assure compliance through the year. Random bedroom checks during this unannounced visit found waterproof mattress covers on beds located in both the boys' and girls' dorms.
Physical Plant 413-215-0216(2)(a) &(c) Buildings are smoke free, clean and in good repair Boys' Dorm	Yes ☐ No ☒	Photos of the requested repairs were emailed to Licensing on 8/19/22. The second-floor hallway in the boys' dorm during this unannounced visit was observed as painted and free of unfinished patch work.

- Room No. 322 is still missing its' door. - Second floor hallway has multiple areas where the walls have been repaired but have yet to be painted. Corrective Action: Replace Room #322's door and repaint repaired walls on the 2nd floor hallway.		
Documents as indicated on the form titled "Renewal Licensing Required Documents" Missing documentation: A written program description that meets the Licensing requirements. REPEAT FINDING from 2021 October Review Corrective Action: Submit the missing document listed to Licensing.	Yes ☐ No ☒	A revised Program Description meeting Licensing rule was submitted via email on 9/1/22.
Documents as indicated on form titled "Required Financial Documents and Information" Missing documentation: Completed tax compliance certification from Department of Revenue. REPEAT FINDING from 2021 October Review Corrective Action: Submit the missing document listed to Licensing.	Yes ☐ No ☒	Missing tax compliance certificate was submitted to Licensing on 3/27/23.

New Findings from Site Visit	Comments
Physical Plant 413-215-0216(2)(a) &(c) Buildings are smoke free, clean and in good repair	Boys' Dorm: - 2nd floor – metal bedframe found in the hallway, posing as a potential safety hazard. Girls' Dorm: - 2nd floor – both bathrooms had burnt out light bulbs. - CORRECTIVE ACTION: Remove metal bedframe from the hallway located in the boys' dorm. Replace light bulbs in both bathrooms located on the 2nd floor of the girls' dorm.

Interview Summary

Upon arrival, the school's Administrative Assistant and Principal met with Licensing. Staffing updates were provided to include two significant staff departures scheduled to occur over the upcoming summer. The two staff members leaving after this school year are the Girls' Head Dean and the school's Administrative Assistant. An internal replacement has been selected for the dean's position. The school's current nurse will move into this vacant position. This transition is expected to bring some continuity. The nurse currently lives on campus, is familiar with the school's returning student body and is receiving training from the current Girls' Dean on managing the dorm and all its' daily operations. The current Administrative Assistant has been documenting all processes and will leave her replacement with a procedure manual on all responsibilities and tasks assigned to the administrative position. Licensing was able to meet with each individual Dean. The Boys' Dean reports experiencing a smooth school year. This was attributed to the support offered and provided by this year's Assistant Dean who understood his role in managing the boys' dorm and all 42 students enrolled this year. Out of the 42 students, over half were international students. The Girls' Dean reports similar domestic to international student ratio with approximately 52% of all female students being international students. Countries of origin include Ethiopia, El Salvador, Mexico, Indonesia, Russia, Ukraine, Czech Republic, The Congo, and the Dominican Republic. There is a total of 50 girls this school year.

Four youth were interviewed, two from each dorm. All youth report being first time students at Milo Adventist. Only one student had experienced a boarding school environment prior to Milo. All students report a positive experience thus far and all have plans to return next school year and eventually graduate from Milo. The students identify strengths of the school to include the supportive staff, the experiences of the seasons, the music instructor, worship, a vast variety of sports offered as well as the nice classroom instructors. Improvements suggested included adding air conditioning to the dorms and reducing the frequency of rice offered as a side dish in the cafeteria meals. Although "nervous" about attending the boarding school initially, students report finding safety in the community setting and staying within "the oval" which is the center of the school's campus. Students felt comfortable in approaching either preferred staff or any staff in general to report any issues or problems. Family contact was described as unlimited and daily. All students spoke openly and at times proudly of their assigned "work" while at the school. Opportunities to work on campus are offered to students and their families throughout the school year to offset a small portion of their tuition costs. Students interviewed expressed a sense of importance related to their work responsibilities and understood how their contribution impacted their boarding experience and that of their peers. One student reported feeling extra motivated to do well in their assigned area as a way to thank staff for their support.

Observations

The school warmly welcomed Licensing to its' campus. Licensing has worked diligently to foster a mutually positive working relationship with the school's administration and this unannounced visit demonstrated the fruits of that collaborative relationship. The school's administration has expressed a desire to gain and maintain compliance in all Licensing areas despite Licensing's expectations that an education setting maintain the same compliance as other Child Caring Agencies that offer youth rehabilitation services. Licensing acknowledges that the school's administration is taking active steps to place priority on timely responses to Licensing and the agency's requests. Improvement in this area can be attributed to two factors. 1) The school's principal has accepted and acknowledged that relinquishment of some tasks can be delegated to other members of the team and there is confidence in the team members' ability to complete this task. 2) The school's Administrative Assistant has supported the principal in timely responses to Licensing and the completion of tasks within that position's wheelhouse. With the Administrative Assistant's pending departure, Licensing is prepared to offer additional support and technical assistance if and where needed to assist in the school's continued compliance. This support will also be extended to the newly assigned Girls' Dean in hopes that the school can maintain its' continued momentum and not lose ground on this recently enhanced responsiveness.

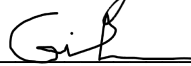
This unannounced site visit also provided a pleasant observation. The boys' bathrooms were noticeably well cleaned and maintained. Understandably, high trafficked areas such as restrooms will always come with maintenance challenges, but this visit found the showers primarily free from stains, mold, and

mildew. The Boys' Dean shared that a particular student assigned to the maintenance team has made the bathrooms' cleanliness a priority this school year and takes power washing the bathroom and shower walls seriously. A complete renovation of all the boys' bathrooms has been on the school's financial wish list over the last recent years, but until then, Licensing would highly recommend that this year's cleaning routine, priority and frequency be permanently adopted moving forward until those renovations occur.

Corrective Actions and Timeframes:

Please submit the following to verify compliance.

Within 45 days of receipt of this report **Milo Adventist Academy** must submit a letter of verification indicating the agency is in compliance with the specific rules cited above and describing how compliance will be maintained going forward. Along with the letter of verification, the agency must submit any, and all specific documentation requested in the body of this report. The letter of verification and any additional requested documents can be emailed directly to **Mary Torres** at mary.torres@odhsoha.oregon.gov.

Licensing Coordinator's Signature: Mary D Torres Date: 4/20/23
Manager Review:   Date: 4-20-2023