

November 5, 2025

Stephanie Humenny, Authorized Agent,  
The Children's School  
4475 Tonkawood Road  
Minnetonka, MN 55345

License Number 1095453 (Child Care Center)

## ORDER TO PAY A FINE FOR BACKGROUND STUDY VIOLATION

Dear Stephanie Humenny:

The Department of Children, Youth, and Families (DCYF) is ordering you to pay a fine of \$200 for one background study violation that occurred at The Children's School, located at 3121 Groveland School Road, Wayzata, Minnesota. Details of our findings are provided below. Our next steps and your options are also detailed.

### Reason for the Fine

DCYF is issuing this fine order based on your failure to comply with the following background study requirement:

#### Background Study Violation Determined on July 31, 2025:

1. During a licensing review, a DCYF licensor determined that you failed to remove a disqualified individual from direct contact with people served by your program after receiving notice of your obligation to do so from DHS.

P1 began working in a position allowing direct contact with persons served by the program on July 31, 2025. Over the course of the last several year P1 has had weekly direct contact with the persons receiving services from your program. P1 has been unsupervised with persons receiving services from your program weekly. You initiated a background study request on August 7, 2018. On December 6, 2018, you were notified that P1 had been disqualified from having direct contact with people served by your program. DHS received P1 request for reconsideration on January 7, 2019. On January 22, 2019, you received a letter from DHS informing you that P1 has not been set aside, and you were ordered to ensure that P1 was immediately removed and not return to any position allowing direct contact with, or access to, persons receiving services from your program. On the day of the licensing visit, P1 was alone in the program with children. After being notified by the DCYF licensor to remove P1 from a position

allowing direct contact with persons served by the program you initiated another background study request on September 25, 2025.

Statute Violated: Minnesota Statutes, section 245C.18

Fine: \$200 (one background study violation – fineable at \$200)

Corrective Action Required: Correct immediately and submit your response through the Provider Hub within 30 days from the date of this letter detailing how compliance has been achieved. You must maintain compliance going forward.

## **Billing and Payment of the Fine**

After 10 calendar days from the date of this letter, DCYF will send you an invoice for the \$200 fine through the Provider Hub. Payment must be made as directed on the invoice.

If you request a contested case hearing, as described below, do not pay the fine at this time. Following the contested case hearing, the Commissioner of DCYF will issue a final order on this matter.

Please note, you may not avoid payment of this fine by closing, selling, or otherwise transferring the license to a third party. If this occurs, you are personally responsible for payment. If you do not pay the fine on or before the date specified on the invoice and you did not request a contested case hearing, as described below, the Commissioner may issue a second fine, may not issue or reissue a license, or may suspend the license until the license holder pays the fine.

## **Your Right to Appeal**

You have the right to appeal this fine. If you choose to appeal this order, you must use the Provider Hub (<https://providerhub.dhs.mn.gov/>) to submit your request. Your request must be made before the deadline provided below. If you do not meet this deadline, you lose your right to an administrative appeal. The timeline to appeal began when this order was issued in the Provider Hub.

Your request for an appeal must be submitted in the Provider Hub within 10 calendar days from the date it was issued in the Provider Hub.

Upon DCYF' receipt of your timely appeal, your case would be scheduled for a contested case hearing in front of an Administrative Law Judge. Following this hearing, the Commissioner of DCYF will issue a final order.

## **Legal representation at the contested case hearing**

You do not need a lawyer to appeal. However, a lawyer can help you with your appeal. The state or county will not get you a lawyer and will not pay for a lawyer. If you cannot afford a lawyer, you may be able to get free

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legal advice or help with your appeal. To find out if free help is available, contact: Volunteer Lawyers Network at 612-752-6677; Central Minnesota Legal Services at 612-332-8151; Southern Minnesota Legal Services at 651-222-4731; or go to [www.justice4mn.org](http://www.justice4mn.org) to find a local legal services program that may be able to help you.

You can also find information on contested cases from the Office of Administrative Hearings website at <https://mn.gov/oah/self-help>. Click on Administrative Law Overview, then click on Administrative Law Contested Case Hearing Guide for a list of frequently asked questions.

## Posting of this Licensing Action

You are required to place this Order to Pay a Fine in a place that is clearly noticeable to the people receiving services and all visitors to the facility for two years, even if you appeal.

## Legal Authority for this Licensing Action

- DCYF may impose a \$200 fine for each background study violation under Minnesota Statutes, section 142B.18, subdivision 4, paragraph (c)(4)(iv).
- Minnesota Statutes, section 142B.18, subdivision 4, paragraph (c)(5) states that license holders may not avoid payment of a fine by closing, selling, or transferring a license.
- Minnesota Statutes, section 142B.10, subdivision 14, paragraph (d)(4), states that DCYF shall not issue or reissue a license if the applicant, license holder, or controlling individual has an outstanding debt related to a license fee, licensing fine, or settlement agreement for which payment is delinquent.
- Minnesota Statutes, section 142B.18, subdivision 4, paragraph (c)(2), states that that the license holder shall pay the fine assessed on or before the payment date specified, and if the license holder does not do so the commissioner may issue a second fine or suspend the license until the license holder complies.
- License holders have a right to appeal licensing actions and request a contested case hearing, under Minnesota Statutes, chapter 14 and Minnesota Rules, parts 1400.8505 to 1400.8612.
- The requirement to post this order in a clearly visible location is required under Minnesota Statutes, section 142B.18, subdivision 6.

## Questions

If you have any further questions regarding this matter, you may contact me at 651-431-6030, extension 4019.

Sincerely,

*Kerri Leuth*

Kerri Leuth, Unit Supervisor  
Licensing Division  
Office of Inspector General