



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF  
LIFELONG EDUCATION, ADVANCEMENT, AND POTENTIAL  
LANSING

Michelle Richard  
ACTING DIRECTOR

3/29/2024

Shannon Saxton-Murphy  
St. Mary's Visitation Preschool  
2455 146th Ave  
Byron Center, MI, 49315

License Number: DC030018856

Dear Shannon Saxton-Murphy,

This letter is to advise you that the 3/27/2024 corrective action plan you submitted, regarding each rule violation cited in the recently completed Inspection, is approved.

You can find a copy of this corrective action approval letter and the associated report on our [website](#) under [Statewide Search for Licensed Child Care Centers and Homes](#). A description of each type of report and corrective action plans can be found under [Overview of Licensing Reports](#).

<b>Violation cited</b>	<b>Noncompliance observed</b>	<b>Plan to correct</b>	<b>Date to be completed</b>
R 400.8131(11)	The program director did not retain verification of annual professional development hours for the 2022 calendar year.	Program Director will complete and retain annual professional development hours in the future.	3/31/24
R 400.8131(12)	The licensee designee did not complete the 2022 or 2023 health and safety refresher trainings; the program director did not complete the 2022 or 2023 health and safety refresher trainings located on the MiRegistry.	Licensee designee and program director will complete 22 & 23 health and safety courses by April 15th, 2024.	4/15/24
R 400.8110(6)	There was no daily attendance log for the CCSMs.	CCSMs will log daily attendance on FACTS SIS system moving forward.	3/15/25
R 400.8143(2)	5 of 14 preschool files reviewed contained an	Preschool files will be reviewed and updated	5-1-24

	expired (comparable) child information card.	for future enrollment dates.	
R 400.8146(2)	14 or 14 preschool files did not contain written documentation the parent received the written information packet at the time of enrollment.	Preschool documents will contain documentation the parent received the written information packet at the time of enrollment starting with the 24-25 enrollment year..	3-15-24
R 400.8143(6)(c)	4 of 14 preschool files reviewed contained an incomplete health appraisals without acknowledgement or present restrictions.	In the 24-25 enrollment, preschool files will be reviewed for complete health appraisals with acknowledgement or present restrictions.	3-15-24

It is expected that the corrective action plan will be implemented within the time frames as outlined in your plan.

A follow-up evaluation may be made to verify compliance. Should the corrections not be implemented in the specified time, it may be necessary to reevaluate the status of your license.

The office provides technical assistance to meet the licensing requirements and consultation to improve services. Please contact Sean Shankin at (269) 568-5575 or shankins@michigan.gov. In the event that Sean Shankin is not available and you need to speak to someone immediately, please contact the Child Care Licensing Bureau at 517-284-9730.

Sincerely,



Sean Shankin, Licensing Consultant