



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

May 10, 2023

Saugatuck Public Schools
P.O. Box 818
Douglas, MI 49406

RE: License #: DC030285284
Early Childhood Center
P.O. Box 818
201 Randolph
Douglas, MI 49406

Dear Saugatuck Public Schools:

Attached is your renewal inspection report. You can find a copy of this renewal inspection report and any associated corrective action plans on our [website](#) under [Statewide Search for Licensed Child Care Centers and Homes](#). A description of when renewal inspection reports are completed can be found under [Overview of Licensing Reports](#).

During the renewal inspection on 4/11/2023, I found 9 violation(s) listed below and explained in the attached report: listed below and explained in the attached report:

R 400.8110(14)	Applicant; licensee; licensee designee; requirements.
R 400.8110(3)(b)	Applicant; licensee; licensee designee; requirements.
R 400.8128	Staff; volunteer; tuberculosis.
R 4008131(3)	Professional development requirements.
R 400.8131(5)	Professional development requirements.
R 400.8131(6)	Professional development requirements.
R 400.8143(6)	Children's records.
R 400.8173(2)	Equipment.
R 400.8325(1)	Sanitization.

Due to the violations, you must send us a corrective action plan by 5/29/2023. You can use our [corrective action plan](#) form or create your own.

If you need help writing the corrective action plan, please contact me. If you do not send a corrective action plan, you may face disciplinary action. The corrective action plan must include the following:

- How compliance with each rule will be achieved.

- Who is directly responsible for implementing the corrective action for each violation.
- Specific time frames for each violation as to when the correction will be completed or implemented.
- How continuing compliance will be maintained once compliance is achieved.
- The signature of the responsible party and a date.

Upon receipt of an acceptable corrective action plan, a regular license will be issued. You will receive it in the mail.

During calendar year 2022:	Total
Number of serious injuries that occurred in facility.	0
Number of deaths that occurred in the facility.	0
Number of substantiated cases of abuse and/or neglect of a child that occurred at the facility.	0

Please contact me with any questions. In the event that I am not available and you need to speak to someone immediately, please contact the local office at (517) 284-9730.

Per MCL 722.113g, this report and any related corrective action plans must be filed in your Licensing Notebook.

Sincerely,



Rebecca Wagster, Licensing Consultant
 Bureau of Community and Health Systems
 611 W. Ottawa Street
 P.O. Box 30837
 Lansing, MI 48909
 (269) 615-6055

enclosure

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
CHILD CARE LICENSING BUREAU
RENEWAL INSPECTION REPORT**

I. IDENTIFYING INFORMATION

License #:	DC030285284
Licensee Name:	Saugatuck Public Schools
Licensee Address:	P.O. Box 186 201 Randolph Douglas, MI 49453
Licensee Telephone #:	(269) 857-1444
Licensee/Designee:	Kimberly Sharda
Name of Facility:	Early Childhood Center
Facility Address:	P.O. Box 818 201 Randolph Douglas, MI 49406
Facility Telephone #:	(269) 857-2139
Original Issuance Date:	08/21/2006
Capacity:	40
Age Range:	Ages 3 years 0 months Thru 5 years 0 months
Program Components:	PRESCHOOL

II. METHODS OF INSPECTION

Date of On-Site Inspection(s): 04/11/2023
 Date of Environmental Health Inspection: 07/27/2006
 Date of Fire Safety Inspection: 02/21/2023
 Date of Lead Hazard Risk Assessment, if applicable: Building constructed in 2006.
 Date of Documentation of Playground Compliance, if applicable: 04/05/2016

		No. of Records Reviewed
No. of children enrolled in care	24	12
No. of staff employed	3	3
No. of volunteers	0	0
No. of children present at time of inspection	12	
No. of staff present at time of inspection	3	
No. of volunteers present at time of inspection	0	
No. of children interviewed/observed	12	
Persons Interviewed:		
Licensee/Licensee Designee	<input checked="" type="checkbox"/>	
Program Director	<input checked="" type="checkbox"/>	
Caregiving staff	<input checked="" type="checkbox"/>	

Approved Child Use Space: Building containing two preschool classrooms located next to Douglas Elementary School.
 Approved Program Director: Jessica Ruthsatz
 Approved Central Administrator: None
 Approved Variances: R 400.8113(7) and R 400.8113(9)
 Key Indicator Inspection: No

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

This renewal inspection involved a review of all applicable child care center administrative rules and statutes. Verification of compliance included direct observations of the physical environment and the program, discussions with staff, and a review of the center’s records, including staff records and children’s records. Staff records include background checks and training information. Children’s records include child information cards, physical examination dates, and immunizations.

During the inspection, the center was found to be in compliance with all applicable rules and statutes except for the following violations:

R 400.8110 Applicant; licensee; licensee designee; requirements.

(14) A center shall post a notice in a place accessible and visible to parents, staff, and visitors stating that smoking and vaping are prohibited in the center and on the center's property.

A notice stating that smoking and vaping are prohibited at the child care center was not posted.

R 400.8110 Applicant; licensee; licensee designee; requirements.

(3) All of the following must be in a place, accessible, and visible to parents:

(b) A copy of these rules and a copy of the last page of any variances granted.

A copy of the child care licensing rule book was not posted in a location visible to parents.

R 400.8128 Staff; volunteer; tuberculosis.

A center shall keep on file at the center evidence to verify that each child care staff member and each volunteer who has contact with children at least 4 hours per week for more than 2 consecutive weeks is free from communicable tuberculosis (TB). Verification of TB status is required within 1 year before employment or volunteering.

Child care staff members did not have verification on file that they are free from communicable tuberculosis.

R 400.8131 Professional development requirements.

(3) Before caring for children, all child care staff members and unsupervised volunteers who work directly with children shall be trained on prevention of shaken baby syndrome, abusive head trauma and child maltreatment, and recognition and reporting of child abuse and neglect.

One child care staff member did not complete course two of the health and safety training.

R 400.8131 Professional development requirements.

(5) Within 90 days of being hired, or the first day as an unsupervised volunteer, all child care staff members and unsupervised volunteers who work directly with children shall complete the following trainings, which may count toward annual professional development hours and are available at MiRegistry:

- (c) Building and physical premises safety.
- (d) Emergency preparedness and response planning.
- (e) Handling and storage of hazardous materials and appropriate disposal of bio-contaminants.

One child care staff member did not complete course two of the health and safety training.

R 400.8131 Professional development requirements.

(6) All child care staff members who work directly with children shall complete 16 clock hours of professional development annually on topics relevant to job responsibilities that include, but are not limited to, any of the following subjects:

- (a) Child development and learning.
- (b) Health, safety, and nutrition.
- (c) Family and community collaboration.
- (d) Program management.
- (e) Teaching and learning.
- (f) Observation, documentation, and assessment.
- (g) Interactions and guidance.
- (h) Child care center administrative rules.

One staff member did not complete 16 hours of annual training.

R 400.8143 Children's records.

(6) Within 30 days of a child's initial attendance, a center shall obtain, keep on file, and make accessible in the center a record of a physical evaluation of the child that notes any restrictions and is signed by a physician or the physician's designee. An electronic record from a physician's office will be accepted. The physical evaluation must be performed within 1 of the following time limits:

(c) For preschoolers, within the preceding 12 months.

Physical evaluations, signed by a physician or physician's designee was not on file for two preschoolers.

R 400.8173 Equipment.

(2) The current list of unsafe children's products that is provided by the department must be conspicuously posted in the center, as required by section 15 of the children's product safety act, 2000 PA 219, MCL 722.1065.

A product recall list was not posted.

R 400.8325 Sanitization.

(1) All tableware, utensils, food contact surfaces, and food service equipment must be thoroughly washed, rinsed, and sanitized after each use. Multi-purpose tables must be thoroughly washed, rinsed, and sanitized before and after they are used for meals or snacks.

Multi-purpose tables were not washed, rinsed and sanitized before and after they are used for meals or snacks.

IV. RECOMMENDATION

Upon receipt of an acceptable corrective action plan, I recommend issuance of a regular license to this child care center.



5/10/2023

Rebecca Wagster
Licensing Consultant

Date