



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

March 15, 2023

Sheila Washburn
Allegan County Resource Development Committee
323 Water Street
Allegan, MI 49010

RE: License #: DC030285575
Fennville Head Start
8 North Street
Fennville, MI 49408

Dear Ms. Washburn:

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 3/14/2023, I found 1 violation(s) listed below and explained in the attached report:

R 400.8320(1) Food preparation.

Due to the violations, you must send us a corrective action plan by 4/3/2025. 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 30664
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 #:	DC030285575
Licensee Name:	Allegan County Resource Development Committee
Licensee Address:	323 Water Street Allegan, MI 49010
Licensee Telephone #:	(269) 673-5472
Licensee/Designee:	Sheila Washburn, Designee
Name of Facility:	Fennville Head Start
Facility Address:	8 North Street Fennville, MI 49408
Facility Telephone #:	(269) 673-5472
Original Issuance Date:	09/22/2006
Capacity:	60
Age Range:	Ages 2 years 6 months Thru 5 years 11 months
Program Components:	TRANSPORTATION PRESCHOOL HEAD START

II. METHODS OF INSPECTION

Date of On-Site Inspection(s): 03/14/2023
 Date of Environmental Health Inspection: 08/23/2007
 Date of Fire Safety Inspection: 01/30/2023
 Date of Lead Hazard Risk Assessment, if applicable: Building was constructed in 2006.
 Date of Documentation of Playground Compliance, if applicable: 09/20/2016

		No. of Records Reviewed
No. of children enrolled in care	30	15
No. of staff employed	7	7
No. of volunteers	0	0
No. of children present at time of inspection	28	
No. of staff present at time of inspection	6	
No. of volunteers present at time of inspection	0	
No. of children interviewed/observed	28	
Persons Interviewed:	Licensee/Licensee Designee	☐
	Program Director	☒
	Caregiving staff	☒

Approved Child Use Space: Rooms 200, 205, 230 and 231 located at Fennville
 Elementary School
 Approved Program Director: Elsa Wheeler and Shannon Turner
 Approved Central Administrator: Ashley Nelson
 Approved Variances: None
 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 400.8320

Food preparation.

(1) Food must be in sound condition, free from spoilage, filth, or other contamination and be safe for human consumption.

Milk with the expiration date of 3/11/2023 was found in the refrigerator on 3/14/2023.

IV. RECOMMENDATION

Upon receipt of an acceptable corrective action plan, a regular license will be issued.



3/15/2023

Rebecca Wagster
Licensing Consultant

Date