



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

June 14, 2023

Richard Satterlee/Barb Loper
Alba Public Schools
P.O. Box 10
Alba, MI 49611

RE: License #: DC050019061
Alba Public School Preschool
5935 Elm Street
Alba, MI 49611

Dear Mr. Satterlee/Ms. Loper:

This letter is to advise you that the 05/26/2023 corrective action plan you submitted, regarding each rule violation cited in the recently completed Interim Inspection Report, 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](#).

Violation cited	Noncompliance observed	Plan to correct	Date to be completed
MCL 722.115n(1) ... child care staff member; criminal history check; requirements;...	Four individuals acted as child care staff members when they relieved Ms. Dixon for breaks. None of these individuals underwent a comprehensive background check as required by law.	The four individuals will no longer act as child care staff members unless they are background checked. The licensee designees will ensure that all child care staff members give consent to be fingerprinted as outlined by the law.	As of 05/01/2023 and ongoing

R 400.8125(5) Staff; volunteer; requirements.	None of the 4 staff who acted as child care staff members had written child abuse/neglect/mandated reporting statements on file as required.	The licensee designees will ensure that all staff and volunteers complete and sign abuse/neglect/mandated reporting statements prior to working/volunteering.	As of 05/22/2023
R 400.8128 Staff; volunteer; tuberculosis.	None of the 4 staff acting as child care staff members had verification of negative TB test results on file at time of hire/before acting as a child care staff member.	The licensee designees will ensure that all child care staff members will have up to date TB test results on file.	As of 07/01/2023
R 400.8131(3) Professional development requirements	None of the 4 child care staff members completed training on prevention of shaken baby syndrome, abusive head trauma and child maltreatment, and recognition and reporting of child abuse and neglect before caring for children.	The licensee designees will ensure that all child care staff members and unsupervised volunteers complete the required trainings before caring for children.	As of 05/17/2023 and ongoing
R 400.8131(4) Professional development requirements	None of the 4 staff members completed prevention and control of infectious disease training, including immunizations before unsupervised contact with children.	The licensee designees will ensure that all child care staff members and unsupervised volunteers complete the required trainings before unsupervised contact with children.	As of 05/17/2023 and ongoing
R 400.8131(5) Professional development requirements	None of the 4 staff members completed the required health and safety trainings within 90 days of acting as a child care staff member.	The licensee designees will ensure that all child care staff members and unsupervised volunteers complete the required trainings within 90 days of acting as a child care staff member.	As of 05/17/2023 and ongoing
R 400.8131(12) Professional development requirements	Mr. Satterlee and Ms. Dixon did not complete the 2022 Health and Safety Refresher. Ms. Loper did not complete the 2021 Refresher.	Ms. Dixon and Mr. Satterlee will complete the 2022 Health and Safety Refresher and Ms. Loper will complete the 2021 refresher.	By 07/01/2023 and ongoing by due date

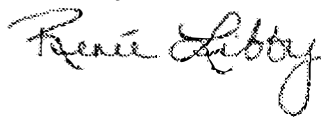
R 400.8161(2)(b) Emergency procedures.	Written emergency procedures did not include a plan for safely moving children to a relocation site.	The licensee designee will post written emergency plans that include safely moving children to a relocation site.	By 05/17/2023
R 400.8161(2)(e) Emergency procedures.	written emergency procedures included a plan for contacting parents and reuniting families.	The licensee designee will post written emergency plans that include a plan for contacting parents and reuniting families.	By 05/17/2023
R 400.8325(1) Sanitization.	The product being used to sanitize tables used for meals and snacks was a cleaner that did not meet the criteria for sanitizing.	The licensee designee will use a bleach water sanitizing solution on all tables used for meals and snacks that is checked daily for proper strength.	By 05/17/2023 and ongoing

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 me with any questions. In the event that I am not available and you need to speak to someone immediately, you may contact the local office at (231) 922-5309.

Sincerely,



Renee Libby, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30837
Lansing, MI 48909
(231) 357-3087