



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

June 22, 2023

Anne Thornton
Central Lake Public Schools
8210 Davis Street
Central Lake, MI 49622

RE: License #: DC050304123
Central Lake Public Schools
8190 W. State Street
Central Lake, MI 49622

Dear Ms. Thornton:

This letter is to advise you that the 06/09/2023 corrective action plan you submitted, regarding each rule violation cited in the recently completed Renewal Licensing Study 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
R 400.8110(6) Applicant; licensee; licensee designee; requirements.	Licensee designee/ program director (LD/PD) Ms. Thornton did not document her daily arrival and departure times.	LD/PD Ms. Thornton will document her attendance with arrival and departure times.	Beginning 05/12/2023 and ongoing

R 400.8112(2)(a) Comprehensive background check; fingerprinting.	One child care staff member's Consent and Disclosure form was not valid because it the Michigan Department of Education (MDE) form, not the child care licensing form.	LD/PD Ms. Thornton printed the correct Consent and Disclosure form and had the staff member fill it out. She will make sure the correct Consent and Disclosure form is used before each person is fingerprinted.	As of 05/20/2023 and ongoing
R 400.8131(10) Professional development requirements.	Two child care staff members' CPR certification did not list child CPR as one of the training components.	LD/PD Ms. Thornton will ensure each staff member's CPR/First aid certificate lists all required training/certification components including child CPR.	By 07/01/2023 and ongoing
R 400.8143(1) Children's records.	Child information cards were incomplete/missing required information.	LD/PD Ms. Thornton will ensure all child information cards are complete with all required information.	By 06/23/2023 and ongoing at enrollment
R 400.8143(6) Children's records.	Original health appraisals for enrolled children were not on file at the time of inspection.	LD/PD Ms. Thornton will make sure all original health appraisals are on file for each enrolled child.	By 07/11/2023 and ongoing
R 400.8185(2) Primary care.	Ms. Thornton and lead infant/toddler staff did not implement a primary care system so that each infant and toddler had a primary caregiver.	LD/PD Ms. Thornton will ensure that each infant and toddler is assigned a primary caregiver.	By 05/19/2023 and ongoing at enrollment
R 400.8185(5) Primary care.	Ms. Thornton and lead infant/toddler staff did not ensure that primary caregiving assignments were documented and provided to parents.	LD/PD Ms. Thornton will ensure that primary caregiving assignments are posted for parents and that this information is communicated to them in Brightwheel.	By 05/19/2023 and ongoing
R 400.8315(1) Food and equipment storage.	There was no thermometer in the Pre-K 4 classroom refrigerator.	LD/PD Ms. Thornton added a thermometer to the Pre-K 4 classroom's refrigerator.	As of 05/12/2023

R 400.8330(10) Food services and nutrition generally.	Breakfast and snack menus were not planned/posted. Posted lunch menus were developed, but lacked specific information about what was served.	LD/PD Ms. Thornton will ensure that weekly breakfast, lunch, and snack menus are posted on Brightwheel for parents with substitutions noted by staff when applicable.	By 06/12/2023 and ongoing
R 400.8330(22) Food services and nutrition generally.	During rest time, a toddler had a bottle while on his/her cot.	LD/PD Ms. Thornton met with infant and toddler staff and will ensure that no child has a bottle while in/on sleeping equipment.	05/19/2023 and ongoing
R 400.8340(3) Food services and nutrition; provided by parents.	Six bottles of breast milk/milk/formula were not labeled with each child's first/last name. Three bottles were missing the date.	LD/PD Ms. Thornton met with infant and toddler staff to review bottle labeling requirements. Primary caregivers will be responsible for making sure child's bottle includes their first and last name, and the date. Ms. Thornton will conduct spot checks for compliance.	05/19/2023 and ongoing
R 400.8385 Poisonous or toxic materials.	A Bona mop and a "wet-jet" with cleaning fluid attached were accessible to children in the Pre-K 3 and Pre-K 4 classrooms.	LD/PD Ms. Thornton and Pre-K staff moved the cleaning fluids to make them inaccessible to children. Toxic materials will be stored in the maintenance closet which is inaccessible to children.	05/11/2023 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,

A handwritten signature in cursive script that reads "Renee Libby". The signature is written in black ink and is positioned below the word "Sincerely,".

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