



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

November 17, 2020

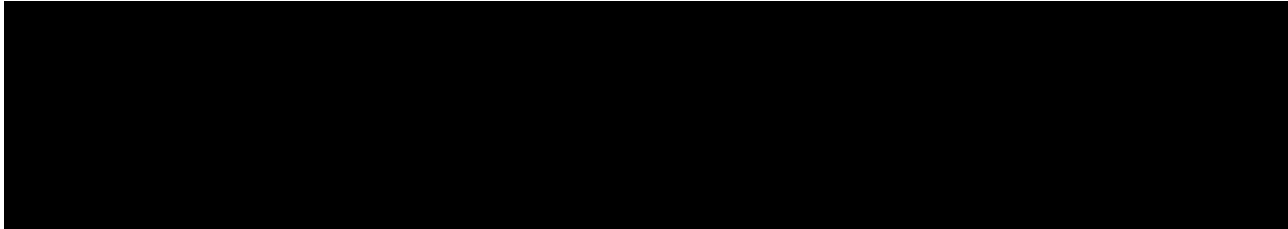
Clinton Potts
Standish Sterling Schools
338 West State Street
PO Box 560
Sterling, MI 48659

RE: License #: DC060245543

RE: SI LOG #: **Sterling Elementary Preschool
338 W. State PO 560
Sterling, MI 48659**

Dear Mr. Potts:

This letter is to advise you that the 11/17/2020 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
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R 400.8112 (1)(c) Comprehensive background check; fingerprinting.	A substitute child care staff member worked for Ms. Courtemanche one day and she did not have a comprehensive background check. The substitute was from the will sub agency.	A substitute will not be allowed to care for children prior to receiving an eligibility determination from the comprehensive background check.	Immediately
R 400.8113 (3)(c) Program director qualifications; responsibilities.	Ms. Wiedyk and Ms. Courtemanche did not conduct annual evaluations on their child care assistants.	Ms. Wiedyk and Ms. Courtemanche will complete evaluations on assistants.	End of school year 2020-2021
R 400.8125 (5) Staff; volunteer; requirements.	The substitute child care staff did not have a written statement signed stating that she is aware that abuse and neglect of children is against the law, has been informed of the center's policies on child abuse and neglect, and staff are required by law to immediately report suspected abuse and neglect to children's protective services.	A substitute will not be allowed to care for children prior to having a signed statement on file.	Immediately
R 400.8131 (1) Professional development requirements.	The substitute child care staff member did not have an orientation about the center's policies and practices and licensing rules.	A substitute will not be allowed to care for children prior to having an orientation.	Immediately
R 400.8131 (3) Professional development requirements.	The substitute did not have training regarding abusive head trauma and child maltreatment, and recognition and reporting of child abuse and neglect prior to working with children.	A substitute will not be allowed to care for children prior to having training regarding abusive head trauma.	Immediately
R 400.8131 (4) Professional development requirements.	The substitute child care staff and the two child care assistants did not have prevention and control of	A substitute will not be allowed to care for children prior to having infections disease training.	Immediately

	infectious disease training, including immunizations before unsupervised contact with children. This is included in the health and safety trainings which the assistants did not have verification that they took the training.		
R 400.8131 (6) Professional development requirements.	Two of the child care staff members did not have 16 clock hours of professional development annually. Ms. Dubey had three training hours in 2018 and six training hours in 2019. Ms. Kroczaleski had three training hours in 2018 and three training hours in 2019.	Child care staff will take 16 hours of professional development annually and maintain record of training. They will provide the documentation to the program director.	Currently with 2020
R 400.8131 (8) Professional development requirements.	A professional development plan was requested to review. One was not provided to me.	A professional development plan will be written and provided to the consultant.	1/1/2021
R 400.8143 (11) Children's records.	There were 15 children present in Ms. Courtemanche's classroom and there were only 15 children that had a time of arrival. The class did an activity of the children that were present and upon double checking that list "Tucker" did not have an arrival time documented.	All students will be marked in with an arrival/ departure time. If the child is absent that will be noted. The directors will maintain and monitor.	11/11/2020
R 400.8143 (3)(a) Children's records.	Four children did not have a certificate of immunization at the time of initial attendance.	MCIR reports will be filed in all child files.	11/1/2020
R 400.8161 (2)(b)(f)(h) Emergency procedures.	The emergency plans did not have include a plan for a child with special needs that was present in the	The Emergency plan was revised to include a plan for special needs child.	11/1/2020

	classroom during the inspection. The plans did not include a plan for how children with chronic medical conditions will be accommodated during each emergency or a relocation site.		
R 400.8170 (11) Outdoor play area.	The children were playing on the playground equipment and there was not a playground inspection in the file. Ms. Wiedyk provided a playground inspection. The inspection was for a Head Start program located in the same building. The inspection stated that most of the climbing equipment did not comply with safety standards.	The outdoor playground will be inspected. The children will not use playground until approval is completed by inspector. A copy of the inspection will be provided to consultant.	11/08/2020

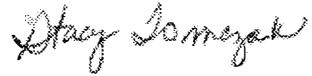
It is expected that the corrective action plan will be implemented within the time frames as outlined in your plan.

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 "Stacy Tomczak".

Stacy M. Tomczak, Licensing Consultant
Bureau of Community and Health Systems
1509 Washington, Ste A
Midland, MI 48640
989-798-4738