



STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

GRETCHEN WHITMER  
GOVERNOR

ORLENE HAWKS  
DIRECTOR

October 28, 2020

Jennifer Wiedyk  
Standish Sterling Schools  
338 West State Street  
PO Box 560  
Sterling, MI 48659

RE: License #: DC060245543  
**Sterling Elementary Preschool**  
**338 W. State PO 560**  
**Sterling, MI 48659**

Dear Ms. Wiedyk:

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 10/20/2020, I found 14 violation(s) listed below and explained in the attached report: listed below and explained in the attached report:

- R 400.8112 (1)(c) Comprehensive background check; fingerprinting.
- R 400.8113 (3)(c) Program director qualifications; responsibilities.
- R 400.8125 (5) Staff; volunteer; requirements.
- R 400.8131 (1) Professional development requirements.
- R 400.8131 (3) Professional development requirements.
- R 400.8131 (4) Professional development requirements.
- R 400.8131 (6) Professional development requirements.
- R 400.8131 (8) Professional development requirements.
- R 400.8143 (11) Children's records.
- R 400.8143 (3)(a) Children's records.
- R 400.8161 (2)(b)(f)(h) Emergency procedures.
- R 400.8170 (11) Outdoor play area.

Due to the violations, you must send us a corrective action plan by 11/11/2020. 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:

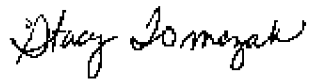
- How compliance with each rule will be achieved.
- Who is directly responsible for implementing the corrective action for each violation.
- Specific time frames for each violation as to when the correction will be completed or implemented.
- How continuing compliance will be maintained once compliance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

<b>During calendar year 2019:</b>	<b>Total</b>
Number of serious injuries that occurred in facility.	<b>0</b>
Number of deaths that occurred in the facility.	<b>0</b>

Number of substantiated cases of abuse and/or neglect of a child that occurred at the facility.	0
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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 989-732-8062. Per MCL 722.113g, this report and any related corrective action plans must be filed in your Licensing Notebook.

Sincerely,



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

enclosure

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
BUREAU OF COMMUNITY AND HEALTH SYSTEMS  
RENEWAL INSPECTION REPORT**

**I. IDENTIFYING INFORMATION**

<b>License #:</b>	DC060245543
<b>Licensee Name:</b>	Standish Sterling Schools
<b>Licensee Address:</b>	338 West State Street Sterling, MI 48659
<b>Licensee Telephone #:</b>	(989) 654-2367
<b>Licensee/Designee:</b>	Clinton Potts, Designee
<b>Name of Facility:</b>	Sterling Elementary Preschool
<b>Facility Address:</b>	338 W. State PO 560 Sterling, MI 48659
<b>Facility Telephone #:</b>	(989) 654-2367
<b>Original Issuance Date:</b>	01/24/2002
<b>Capacity:</b>	38
<b>Age Range:</b>	Ages 4 years 0 months Thru 6 years
<b>Program Components:</b>	GSRP TRANSPORTATION PRESCHOOL FOOD SERVICE

**II. METHODS OF INSPECTION**

Date of On-Site Inspection(s): 10/19/2020  
 Date of Environmental Health Inspection: N/A  
 Date of Fire Safety Inspection: 10/13/2020  
 Date of Lead Hazard Risk Assessment, if applicable: 08/21/2017  
 Date of Documentation of Playground Compliance, if applicable: **Need playground inspection**

	No. of Records Reviewed	
No. of children enrolled in care	32	16
No. of staff employed	5	4
No. of volunteers	0	0
No. of children present at time of inspection	30	
No. of staff present at time of inspection	4	
No. of volunteers present at time of inspection	0	
No. of children interviewed/observed	30	

Persons Interviewed: Licensee/Licensee Designee   
 Program Director   
 Caregiving staff

Approved Child Use Space: Classroom 1 and 2, gymnasium, and library  
 Approved Program Director: Jennifer Wiedyk and Heather Courtemanche  
 Approved Central Administrator: None  
 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 400.8112 Comprehensive background check; fingerprinting.**

(1) Pursuant to section 5n of the act, MCL 722.115n, before an individual has unsupervised contact with children, the department shall determine the individual's eligibility to be any of the following:

(c) A child care staff member.

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.

**R 400.8113 Program director qualifications; responsibilities.**

(3) All program directors are responsible for the general management of the center, including the following minimum responsibilities:

(c) Monitoring staff, including an annual evaluation.

Ms. Wiedyk and Ms. Courtemanche did not conduct annual evaluations on their child care assistants.

**R 400.8125 Staff; volunteer; requirements.**

(5) A written statement must be signed and dated by staff and volunteers at the time of hiring or before volunteering indicating all of the following information:

(a) The individual is aware that abuse and neglect of children is against the law.

(b) The individual has been informed of the center's policies on child abuse and neglect.

(c) The individual knows that all staff and volunteers are required by law to immediately report suspected abuse and neglect to children's protective services.

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.

**R 400.8131 Professional development requirements.**

(1) The center shall provide an orientation about the center's policies and practices and these administrative rules for all personnel hired after the effective date of these rules and before unsupervised contact with children.

The substitute child care staff member did not have an orientation about the center's policies and practices and licensing rules.

**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.

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.

**R 400.8131**

**Professional development requirements.**

(4) Before unsupervised contact with children, all child care staff members who work directly with children shall complete prevention and control of infectious disease training, including immunizations.

The substitute child care staff and the two child care assistants did not have prevention and control of 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**

**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.

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.

**R 400.8131**

**Professional development requirements.**

(8) An on-going professional development plan must be developed and implemented to include all the training and professional development required by these rules.

A professional development plan was requested to review. One was not provided to me.

**R 400.8143 Children's records.**

(11) A center shall maintain an accurate record of daily attendance at the center that includes each child's first and last name and each child's arrival and departure time. Electronic records may be used. If electronic attendance records are used, then they must be available to the department at the time of an inspection. If the electronic attendance records are not available during an on-site inspection, then the center is in violation of this rule.

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.

**R 400.8143 Children's records.**

(3) For children under school-age, at the time of a child's initial attendance, a center shall obtain, keep on file, and make accessible in the center 1 of the following:

(a) A certificate of immunization showing a minimum of 1 dose of each immunizing agent specified by the department of health and human services (DHHS).

Four children did not have a certificate of immunization at the time of initial attendance.

**R 400.8161 Emergency procedures.**

(2) The written procedures must include all of the following:

(b) A plan for safely moving children to a relocation site.

(f) A plan for how each child with special needs will be accommodated during each type of emergency.

(h) A plan for how children with chronic medical conditions will be accommodated during each type of emergency.

The emergency plans did not have include a plan for a child with special needs that was present in the 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 Outdoor play area.**

(11) The playground equipment, use zones, and surfacing in the outdoor play area must be inspected by a certified playground safety inspector and an approval granted for playground equipment and areas used before issuance of an original

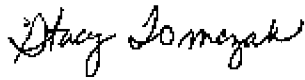
license, upon request of the department, and before using any newly added playground equipment. The center shall provide documentation of the inspection to the department upon request and shall keep it on file at the center.

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 preschool children should not use the playground equipment until a playground inspection is submitted to licensing.**

#### IV. RECOMMENDATION

Upon receipt of acceptable corrective action plan, I recommend no change in license status.



October 28, 2020

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Stacy M. Tomczak  
Licensing Consultant

Date