



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

May 2, 2023

John Sanford
Pinconning Area Schools
415 Arthur St
Pinconning, MI 48650

RE: License #: DC090367095

RE: SI LOG #: **Linwood Early Childhood Program
517 W Center Street
Linwood, MI 48634**

Dear Mr. Sanford:

This letter is to advise you that the 05/02/2023 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	The times for staff were not being maintained accurately. The record documented was 4/24/23. The substitute did not record their daily arrival and departure.	The teacher will record substitute arrival and departure times.	5/2/23
R 400.8110 (9) Applicant; licensee; licensee designee; requirements.	The licensee did not notify the department of the separation of the program director.	Program secretary will notify the department of separation of a licensee designee/ program director as soon as the district is made aware of the departure.	5/2/23
R 400.8112 (2)(e) Comprehensive	The child care comprehensive background	Accurate records for disconnection and connection will	5/2/23

background check; fingerprinting.	check was not accurately maintained. The substitute that was present was not connected to this site and several other individuals that do not work in the classroom were connected to the account.	be maintained immediately upon resignation or hiring approval.	
R 400.8113 (1) Program director qualifications; responsibilities.	The licensee did not submit a BCH -CC001 prior to hiring a program director.	Licensee will submit a BCH-CC001 prior to hiring a program director.	5/2/23
R 400.8131 (5) Professional development requirements.	Two child care staff did not complete required health and safety training within 90 days of hire.	All health and safety will be completed within licensing time lines.	5/2/23
R 400.8161 (2)(h) Emergency procedures.	The emergency plans did not include a plan for how children with chronic medical conditions will be accommodated.	Emergency plans will include a plan for how children with chronic medical conditions will be accommodated.	9/01/23
R400.8188 (13) Sleeping, resting, and supervision	During the inspection, several children did not fall asleep. The children laid down at 12:10 pm and were allowed to get up at 1:29 pm.	Quiet activities will be provided for students who do not sleep at rest time.	5/2/23

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 (989) 732-8062.

Sincerely,



Stacy M. Tomczak, Licensing Consultant
Bureau of Community and Health Systems
611 W. Ottawa St
PO Box 30664
Lansing, MI 48909
989-798-4738