



STATE OF MICHIGAN  
 DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
 LANSING

GRETCHEN WHITMER  
 GOVERNOR

ORLENE HAWKS  
 DIRECTOR

October 13, 2021

Chelsea Siedzik  
 St Paul's Lutheran Church  
 100 Luther Blvd  
 Albion, MI 49224

RE: License #: DC130346254  
 Investigation #: 2021D0208013  
 Little Lambs of Jesus & Childcare Center

Dear Ms. Siedzik:

I conducted a special investigation because the child care licensing division received a complaint against your facility that related to licensing rules or law. The allegations were related to the following:

R400.8125 Staff; volunteer; requirements

The details of the allegations are in the attached report. To investigate the allegations:

- I interviewed the program director/licensee designee, child care staff, and parents.
- I completed an onsite inspection on 08/21/2021.

As a result of this investigation, I recommend no change to the current license status. I did not find any violations. The special investigation report is attached.

During this special investigation:	Yes	No
A rule or law violation was found and a serious injury or death occurred.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
A rule or law violation was found and abuse and/or neglect of a child occurred.	<input type="checkbox"/>	<input checked="" type="checkbox"/>

This report and any related corrective action plans must be filed in your licensing notebook. This report and any related corrective action plans will be online for parents to review under the [Statewide Search for Licensed Child Care Centers and Homes](#).

Please review the enclosed documentation for accuracy and contact me with any questions at (269) 568-2686. In the event that I am not available and you need to speak to someone immediately, please contact the local office at (616) 356-0183.

Sincerely,

A handwritten signature in black ink that reads "Roxanne Duckworth". The signature is written in a cursive style with a large initial 'R'.

Roxanne Duckworth, Licensing Consultant  
Child Care Licensing Bureau  
Unit 13, 7th Floor  
350 Ottawa, N.W.  
Grand Rapids, MI 49503

enclosure

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
BUREAU OF COMMUNITY AND HEALTH SYSTEMS  
SPECIAL INVESTIGATION REPORT**

**I. IDENTIFYING INFORMATION**

<b>License #:</b>	DC130346254
<b>Investigation #:</b>	2021D0208013
<b>Complaint Receipt Date:</b>	08/19/2021
<b>Investigation Initiation Date:</b>	08/20/2021
<b>Report Due Date:</b>	10/18/2021
<b>Licensee Name:</b>	St Paul's Lutheran Church
<b>Licensee Address:</b>	100 Luther Blvd Albion, MI 49224
<b>Licensee Telephone #:</b>	(517) 629-8379
<b>Administrator:</b>	Chelsea Siedzik, Designee
<b>Licensee Designee:</b>	Chelsea Siedzik, Designee
<b>Name of Facility:</b>	Little Lambs of Jesus & Childcare Center
<b>Facility Address:</b>	615 Dalrymple Albion, MI 49224
<b>Facility Telephone #:</b>	(517) 629-7699
<b>Original Issuance Date:</b>	12/06/2013
<b>License Status:</b>	REGULAR
<b>Effective Date:</b>	01/11/2020
<b>Expiration Date:</b>	01/10/2022
<b>Capacity:</b>	92
<b>Program Type:</b>	CHILD CARE CENTER

## II. ALLEGATION(S)

	Violation Established?
A child was observed in the parking lot alone, unattended.	No
Additional Findings	No

## III. METHODOLOGY

08/19/2021	Special Investigation Intake 2021D0208013
08/20/2021	Special Investigation Initiated - On Site Arrival: 11:48AM - Departure: 12:36PM. Interviewed child care staff member/assistant director, Jenny Woods.
08/20/2021	Contact - Telephone call made Spoke with program director, Chelsea Siedzik.
09/23/2021	Contact - Telephone call made Spoke with program director, Chelsea Siedzik.
09/23/2021	Contact - Telephone call made Spoke with child care staff members, Tamy Bines and Salena Emery.
10/04/2021	Contact - Telephone call made Spoke with Child A, Child B, Child C, Child D, Child E, Child F, and Child G's Mothers.
10/11/2021	Exit Conference Spoke with program director, Chelsea Siedzik.

**ALLEGATION:** A child was observed in the parking lot alone, unattended.

**INVESTIGATION:** On 08/19/2021 I received a complaint that a child was observed unattended in the parking lot of the center by the side door. The complainant reported that the child was trying to get inside the door to use the bathroom as she was doing the “potty dance.” The complainant observed child care staff member, Jenny Woods, across the parking lot yelling over to the child to knock hard on the door. The complainant came over and knocked hard on the door for the child until a child care staff member came to the door and let the child inside. When the child care staff member came to the door, Ms. Woods yelled to the child care staff member, “she has to use the bathroom again, imagine that.”

On 08/20/2021 I conducted an unannounced onsite inspection to Little Lambs of Jesus Child Care Center. I observed children in the fenced in playground area playing. The playground is located across the parking lot from the center building. The size of the parking lot is approximately the width of two vehicles, or a two-lane road. The center building has a front door and side door that both lead outside, the side door directly to the parking lot. A child care staff member came over to the fence and greeted me. I identified myself and asked if the program director, Chelsea Siedzik, was inside the building. The child care staff member indicated that Ms. Siedzik was not present as Ms. Siedzik was off for the day and that she was in charge in her absence. She identified herself as child care staff/assistant director, Jenny Woods. Ms. Woods gathered her class from the playground and brought them inside for lunch, so we could talk and I could obtain child information cards. The other children in the center were starting lunch as well.

Ms. Woods did not recall a time a child was left unattended in a parking lot. I explained the complaint was that a child was observed alone in the parking lot by the side door of the building doing the “potty dance” and trying to get inside and that she was the child care staff member yelling to the child to knock on the door hard and that when child care staff came to the door she said, “she has to use the bathroom again, imagine that.” Ms. Woods did recall this incident but indicated it happened several weeks to a month ago (end of July) and denied that the child was ever left unattended and that she was watching the child and yelling to the child the whole time. She explained that this child often says she needs to use the bathroom but then does not really need to go and that she did make the comment reported in the complaint but that she meant it in a playful way as the child even jokes with her about wanting to go to the bathroom. On this particular day she came up and asked Ms. Woods to go to the bathroom. Ms. Woods was with another child care staff member on the playground with approximately 20 children. She reported that she walked the child across the parking lot to the sidewalk by side door to go into the building. The side door was ajar, so she told the child to go in. She walked across the parking lot and stopped at the sidewalk because the child was not yet in the door. She yelled to the child to knock hard on the door for the staff inside the door to hear. A parent came up to the child at the door at that moment and banged on the door. Child care staff came to the door and they both went in. Ms. Woods returned to

the playground where the rest of the children were still outside playing. Ms. Woods indicated the reason she walked back to the sidewalk was to keep her eye on playground and the child going into the door for the bathroom. Ms. Woods maintains supervision in her classroom and out on the playground by always staying within ratio of children to child care staff, engaging in activities with the children to keep an eye on them all, spreading out on the playground with other staff, constantly counting the number of children present and comparing it to attendance, and always making sure attendance is accurate throughout the day.

On this same day I spoke with program director, Ms. Siedzik. Ms. Siedzik denied that any children were left unattended at any time inside of the building or outside. She reported that children are always escorted to and from the playground by staff. Ms. Siedzik reported that she is off for a few days but will be back end of next week to discuss the complaint more.

On 09/23/2021 I interviewed program director, Ms. Siedzik, and child care staff members, Tanya Bines and Sarena Emery, per telephone.

Ms. Siedzik reported that the center staff always maintain ratios in the classrooms and use the same ratios outdoors. If a child needs to use the restroom, staff will typically take a group of children with them inside to maintain ratio. The child care staff always spread out on the playground, count the children, and engage in activities with them to maintain supervision. Children are never allowed in the parking lot by themselves and are always accompanied by staff. The children go inside/outside as a group with child care staff for outdoor play and are counted. Ms. Siedzik did not have any concerns with Ms. Woods and indicated she always follows center policies and provides appropriate care and supervision. She reported that the child care staff member that works with Ms. Woods is Ms. Bines and that Ms. Emery has the classroom near the side door where the children go in to use the bathroom.

Ms. Bines has worked at the center for several years and confirmed she works with Ms. Woods. She did not recall any child being left alone in the parking lot and did not know anything about this incident. Ms. Bines did not have any concerns with Ms. Woods and reported that they always provided appropriate care and supervision in the classroom. She maintains supervision by counting children and keeping them engaged in activities with her. Ms. Bines indicated that Ms. Woods does the same.

Ms. Emery is a child care staff member in the classroom where the side door is located. She indicated that child care staff sometimes bring children to the door to use her bathroom. The child care staff will knock and she answers if she is in there to allow them to use her bathroom in her room. If she is out of the classroom, the child care staff must bring the children through the front of the building to use the bathroom. Children are never sent over to the side door without being accompanied by child care staff. I explained the complaint to Ms. Emery. She recalled a child being at the side door about a month ago with a parent who was knocking. She let the child in to use the bathroom and then Ms. Woods came to walk the child back to

the play area. She did not recall who the child was but knew it was a child from Ms. Woods classroom. Ms. Emery did not have concerns with any child care staff at the center and indicated they all provide appropriate care and supervision. She maintains supervision outside by positioning herself somewhere to see the whole playground when she is by herself and when there is more staff, they all spread out on the playground. If children need to use the bathroom while they are outside, she brings everyone inside if she is by herself, and if extra staff are outside, she takes a group in to maintain ratio. Ms. Emery constantly counts the children throughout the day as well.

On 10/04/2021 I spoke with Child A, Child B, Child C, Child D, Child E, Child F, and Child G's Mothers.

Child A and Child B's Mother did have concerns with the care and supervision at the center as she observed the child in the parking lot by themselves. She reported that she was parked further down from the side door getting her car seat out when she observed her friend's child doing the "potty dance" by the side door of the center building by herself. Ms. Woods was at the playground and yelled to the child to "pound on the door." Child A and Child B's Mother went over to the door and yelled to Ms. Woods, "do you want me to take her inside?" She then banged on the door and a child care staff member answered and Ms. Woods yelled to the child care staff member, "she has to use the bathroom, imagine that." Child A and Child B's Mother was not sure how many children were on the playground but guessed they were within ratio. Though they are in ratio, she expressed concern that being in ratio was not enough to make it safe, especially in situations when a second staff member is needed.

Child C and Child D's Mother did not have concerns with the center's care and supervision and reported there is always adequate staff to children. They have two children in the program and a third older child who went through the program and have never heard of a child being allowed to go across the parking lot by themselves. She has observed the children outside and indicated there is always child care staff walking children across the parking lot to and from the building.

Child E and Child F's Mother reported no concerns with the center and the care and supervision provided. She had never heard of any incident like this happening from other parents and indicated she has observed child care staff walking with children in the parking lot many times. Child E and Child F's Mother did not have concern with the number of staff to children in the classrooms.

Child G's Mother did not have concerns with the care and supervision at the center and indicated they have had children in the care of the center for a while now as they have another child that has been through the program. Child G's Mother reported that the parents talk to each other as it is a small center but this has not been a concern or issue, she has heard of.

On 10/11/2021 I spoke with program director, Ms. Siedzik, to do an exit conference regarding this complaint. Ms. Siedzik reported that she did go over supervision and policies as a teaching moment and refresher after hearing of this complaint. I told her I was not citing a rule violation for care and supervision because Ms. Woods did remain within sight and sound of the child but that child care staff need to wait with the children to make sure they get inside the side door for the bathroom before crossing back to the sidewalk by the playground area. Ms. Siedzik assured me she would be adding that to protocol and going over it with the child care staff.

<b>APPLICABLE RULE</b>	
<b>R 400.8125</b>	<b>Staff; volunteer; requirements.</b>
	<b>(1) All staff and volunteers shall provide appropriate care and supervision of children at all times.</b>
<b>ANALYSIS:</b>	Though Ms. Woods crossed back over to the sidewalk across the parking lot, Ms. Woods was within sight and sound of the child in this incident as the parking lot is not large. She did watch for the child to get inside the building. Staff and most parents interviewed did not report concerns with the care and supervision provided by Ms. Woods and the other child care staff at the center.
<b>CONCLUSION:</b>	<b>VIOLATION NOT ESTABLISHED</b>

#### **IV. RECOMMENDATION**

I recommend no change in the license status of this center.

*Roxanne Duckworth*

10/13/2021

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Roxanne Duckworth  
Licensing Consultant

Date

Approved By:

*Yolanda Sims*

10/13/2021

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Yolanda Sims  
Area Manager

Date