



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

May 9, 2023

Christine Whitmire
Heritage Southwest Intermediate School District
61682 Dailey Rd.
Cassopolis, MI 49031

RE: License #: DC140409711
Investigation #: 2023D0220009
Eagle Lake Elementary GSRP

Dear Ms. Whitmire:

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:

R 400.8125(1) Staff; volunteer; requirements.

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

- I interviewed the program director and child care staff members.
- I completed onsite inspections on 03/24/2023 and 05/08/2023.

As a result of this investigation, I found the following violation(s):

R 400.8125(1) Staff; volunteer; requirements.

I recommend issuance of a first provisional license. If you accept the provisional license, you must sign and return the enclosed waiver form. If you do not accept the provisional license, you must notify this office in writing and an administrative hearing will be scheduled. Even if you don't accept the provisional license, you must still send us an acceptable corrective action plan.

Due to the violations, you must send us a corrective action plan by 5/28/2023. 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.

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](#).

Sincerely,



Amy Steger, Licensing Consultant
 Child Care Licensing Bureau
 611 W. Ottawa Street
 P.O. Box 30837
 Lansing, MI 48909
 (269) 568-2915

enclosure

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

I. IDENTIFYING INFORMATION

License #:	DC140409711
Investigation #:	2023D0220009
Complaint Receipt Date:	03/24/2023
Investigation Initiation Date:	03/24/2023
Report Due Date:	05/23/2023
Licensee Name:	Heritage Southwest Intermediate School District
Licensee Address:	61682 Dailey Rd. Cassopolis, MI 49031
Licensee Telephone #:	(269) 445-3891
Administrator:	Christine Whitmire, Designee
Licensee Designee:	Christine Whitmire, Designee
Name of Facility:	Eagle Lake Elementary GSRP
Facility Address:	23889 Avenue C Edwardsburg, MI 49112
Facility Telephone #:	(269) 445-6283
Original Issuance Date:	09/14/2021
License Status:	REGULAR
Effective Date:	03/14/2022
Expiration Date:	03/13/2024
Capacity:	54
Program Type:	CHILD CARE CENTER

II. ALLEGATION(S)

	Violation Established?
Child A was left sleeping on a cot in the classroom and was unsupervised for approximately six minutes.	Yes

III. METHODOLOGY

03/23/2023	Contact - Document received Email received from Child Care Staff Member (CCSM)1.
03/24/2023	Special Investigation Intake - 2023D0220009
03/24/2023	Special Investigation Initiated - On Site Onsite from approximately 1:00 PM until 2:00 PM. Interviewed program director, Shirley Penley.
05/08/2023	Inspection Completed On-site Onsite from approximately 2:00 PM until 3:30 PM. Interviewed program director, Jessica Humphries, and CCSM 2.
05/08/2023	Contact - Telephone call made Attempted telephone contact with Child A's Mother.
05/08/2023	Exit Conference Onsite with program director, Jessica Humphries.
05/08/2023	Inspection Completed-BCAL Sub. Non-Compliance
05/09/2023	Contact - Telephone call made Attempted telephone contact with Child A's Mother.

ALLEGATION: Child A was left sleeping on a cot in the classroom and was unsupervised for approximately six minutes.

INVESTIGATION: Child care staff member (CCSM) 1 sent me an incident report via email on 03/23/2023 signed and dated by licensee designee, Christine Whitmire. Child A had been left sleeping on a cot in the classroom for approximately six minutes.

I conducted an unannounced onsite inspection on 03/24/2023. The school had an early release that day but program director, Shirley Penley, was still in her classroom. Ms. Penley was aware of the allegation. She had received a text from program director, Jessica Humphries, on 03/23/2023 advising that she had found Child A sleeping on a cot in the classroom unsupervised.

Ms. Penley explained that at the end of the day, the three classrooms of children are divided into two groups, car riders and bus riders. The car riders are dropped off to their parents at the front of the school by a program director or CCSM at approximately 2:20 PM. The bus riders from all three classrooms are combined into one group and spend the rest of the day in an alternating GSRP classroom and/or outside, if possible, before being taken to board the bus with the rest of the elementary students at approximately 3:15 PM. CCSM 3 is generally responsible for the bus riders, but she was absent that day.

Ms. Penley said that Child A rides the bus. Ms. Humphries had taken the car riding children to their parents and CCSM 2 had taken the group of bus riders outside accidentally leaving Child A sleeping in the classroom. Ms. Humphries found Child A when she returned to the classroom. Ms. Humphries took Child A outside to join CCSM 2 and the rest of the group. Ms. Penley reported the incident to Ms. Whitmire. Ms. Humphries contacted Child A's Mother.

I conducted an unannounced onsite inspection at the center on 05/08/2023. I interviewed program director, Jessica Humphries. She is in charge of car rider departures and takes the children to the double doors at the end of the hallway. Her class has twelve children enrolled and eight or nine of the children are car riders leaving four or five children that ride the bus. CCSM 2 was responsible for the children riding the bus on 03/23/2023. When Ms. Humphries returned to the classroom, she found Child A asleep on her cot. She was gone approximately five minutes. CCSM 2 had taken children outside to play for the rest of the day before getting on the bus.

Ms. Humphries said she let Child A sleep for approximately ten more minutes before waking her up and helping her get ready to leave for the day. She took Child A outside to join CCSM 2 and the rest of the children riding the bus. Ms. Humphries does not think that Child A was even aware anything out of the ordinary occurred as she was asleep the entire time. Child A is one they often will have to wake up from naptime.

Ms. Humphries contacted Ms. Penley to report the incident. She was able to talk with Child A's Mother that evening and advised her of the incident. Child A's Mother

was “receptive” and asked if Child A was safe. She told Child A’s Mother that she was asleep in the classroom and safe the entire time. Child A’s Mother thanked her for telling her about the incident.

I interviewed CCSM 2 while onsite on 05/08/2023. She was responsible for the children riding the bus on 03/23/2023. Ms. Humphries had taken the car riders to their parents. CCSM 2 had the rest of the children in the classroom. She got them ready to go home and it “slipped her mind” that Child A was still sleeping. Child A was on her cot in the corner with her blanket over her head making it difficult to see her.

CCSM 2 said she took the children riding the bus outside to the playground for the remainder of the day. While she was outside with the rest of the children, Ms. Humphries brought Child A outside and advised that she had found her asleep in the classroom unsupervised. CCSM 2 approximated that Child A was unsupervised for approximately five minutes. Child A then got on the bus and went home. She did not appear to be aware that anything had happened.

CCSM 2 advised that Ms. Humphries contacted Child A’s Mother who thanked her for telling her about the incident. Ms. Whitmire contacted CCSM 2 after the incident and CCSM 2 advised her of what had occurred. Ms. Whitmire discussed their policies including counting children and what to do if a child is lost and made sure those policies were sent to her for review. CCSM 2 said she thoroughly reviewed the materials.

I conducted an exit conference with Ms. Humphries while onsite. We discussed appropriate care and supervision. I explained the recommendation for a 1st provisional license and indicated the report would be sent to Ms. Whitmire.

I attempted telephone contact with Child A’s Mother on 05/08/2023 and 05/09/2023. I left a voicemail requesting a return call. I have not talked to her as of the writing of this report.

APPLICABLE RULE	
R 400.8125	Staff; volunteer; requirements.
	(1) All staff and volunteers shall provide appropriate care and supervision of children at all times.
ANALYSIS:	Child A was left unsupervised in the classroom for approximately six minutes while sleeping on a cot.
CONCLUSION:	VIOLATION ESTABLISHED

IV. RECOMMENDATION

Upon receipt of an acceptable corrective action plan, I recommend issuance of a 1st provisional license.

Amy Steger

05/09/2023

Amy Steger
Licensing Consultant

Date

Approved By:

Yolanda Sims

05/09/2023

Yolanda Sims
Area Manager

Date