



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

May 26, 2023

Lindsey Meneau
Grand Traverse Academy
1245 Hammond Road East
Traverse City, MI 49686

RE: License #: DC280362947
Grand Traverse Academy
1245 Hammond Road East
Traverse City, MI 49686

Dear Ms. Meneau:

This letter is a follow-up to the Department's findings regarding the interim inspection conducted at your center on 05/22/2023. The purpose of this inspection was to determine compliance with applicable licensing statutes and administrative rules for Child Care Centers.

During the interim inspection, I observed choice time, large group literacy/book reading time, outdoor play, handwashing, and lunch. Staff engaged in positive interactions with children and promoted child-initiated learning opportunities throughout the inspection period. When children found a roly-poly bug outside, Ms. Paige supported their investigations and provided them with in-the-moment learning opportunities to extend their knowledge.

The violations that were found are:

R 400.8112

Comprehensive background check; fingerprinting.

- (2) An applicant or licensee shall do all of the following:
- (a) Ensure that each individual who requires an eligibility determination under subrule (1) of this rule completes, signs, and submits all of the information required in subrule (5) of this rule, and in subrule (6) of this rule if applicable, on a form prescribed by the department. The forms are available on the department's website for the child care background check system, www.michigan.gov/ccbc. The form or forms must be

signed and dated prior to the individual's appointment to be fingerprinted.

One child care staff member's Consent and Disclosure form was not the form provided by the department. The form that was signed was the one from the Michigan Department of Education instead of the Child Care Background Check/Child Care Licensing form.

Technical Assistance and Consultation were provided on the following:

- Health appraisal requirements including exam dates, restrictions information, and timeframes for obtaining them.
- Admission dates for returning preschoolers should be pulled forward and from the previous year if new information cards will be completed. This will ensure compliance with health appraisal and immunization record timeline requirements.
- A copy of the most recent recall list was provided and posted during the inspection.
- As a reminder, all supervised volunteers who interact with children, including former GTA students who are special visitors, must undergo a PSOR clearance and sign an abuse/neglect/mandated reporting statement prior to volunteering.

On 5/22/2023, you gave us an acceptable written corrective action plan.

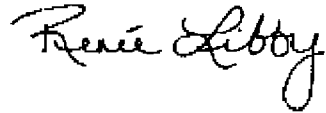
During calendar year 2022:	Total
Number of serious injuries that occurred in facility.	1
Number of deaths that occurred in the facility.	0
Number of substantiated cases of abuse and/or neglect of a child that occurred at the facility.	0

You can find a copy of this inspection letter and any associated corrective action plans on our [website](#) under [Statewide Search for Licensed Child Care Centers and Homes](#). A description of when inspection letters are completed can be found under [Overview of Licensing Reports](#).

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 (231) 922-5309.

Per MCL 722.113g, this report and any related corrective action plans must be filed in your Licensing Notebook, if applicable.

Sincerely,

A handwritten signature in black ink that reads "Renee Libby". The signature is written in a cursive style with a large, looping initial "R".

Renee Libby, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30837
Lansing, MI 48909
(231) 357-3087