



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF  
LIFELONG EDUCATION, ADVANCEMENT, AND POTENTIAL  
LANSING

Michelle Richard  
ACTING DIRECTOR

5/13/2024

Leah Derris  
Old Mission Peninsula School  
2699 Island View Road  
Traverse City, MI 49686

License Number: DC280395666

Dear Leah Derris,

This letter is to advise you that the 5/9/2024 corrective action plan you submitted, regarding each rule violation cited in the recently completed Inspection, 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
722.115n(3)	Three child care staff members had the Michigan Department of Education Consent and Disclosure form on file instead of the Child Care Licensing Bureau's form.	The Program Director (PD) will ensure that each time a new staff member joins preschool that she will go onto the MILEAP/Child Care Background Check System (CCBC) Website to print off the correct Consent and Disclosure Form. Each staff member with the wrong form has completed and filled out the correct Consent and Disclosure Form as of 5-4-2024 from the CCBC Website. In the future the PD will ensure to have the	5-9-24

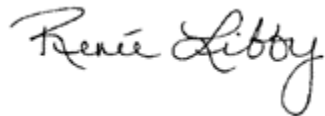
		correct form by always searching on the CCBC website for the most up to date Consent and Disclosure form to print out for all new staff and staff that have fingerprints that are going to expire.	
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It is expected that the corrective action plan will 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 Renee Libby at (231) 357-3087 or libbyr@michigan.gov. In the event that Renee Libby is not available and you need to speak to someone immediately, please contact the Child Care Licensing Bureau at 517-284-9730.

Sincerely,



Renee Libby, Licensing Consultant