



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

March 28, 2022

Cassie Thelen
Alma Public Schools
1500 N. Pine
Alma, MI 48801

RE: License #: DC290021443
Luce Road ECLC
6265 N Luce Road
Alma, MI 48801

Dear Ms. Thelen:

This letter is a follow-up to the Department's findings regarding the interim inspection conducted at your center on 03/23/2022. The purpose of this inspection was to determine compliance with applicable licensing statutes and administrative rules for Child Care Centers.

When I arrived in **Room 12**, lead caregiver Ms. Heather Hutchins was present; along with child care staff member Ms. Jennifer Collison. There were 12 children in attendance. The children were observed engaged in free play, a large group music and movement activity, toileting and hand washing. Ms. Hutchins worked with the children following 2-3 step directions. Ms. Collison attended to the children when using the bathroom and to ensure they washed their hands afterwards. Both caregivers were observed sitting on the floor with the children and getting down to their eye level when speaking to them.

When I arrived in **Room 13**, lead caregiver Ms. Jolene Aylor was present; along with child care staff member Ms. Olga Irvin. There were 13 children in attendance. The children were observed engaged in free play, clean up, hand washing and recall. Ms. Aylor spoke to the children in a very calm manner, providing them with clear and easy to follow directions. The children were familiar with the daily routine and expectations.

When I arrived in **Room 16**, lead caregiver Ms. Emily Haelterman was present; along with child care staff member Ms. Rebecca Legeman. There were 14 children in attendance. The children were observed engaged in free play, clean up, a large group music activity, transitioning to outdoor play, outdoor play and transitioning inside from outdoor play. Ms. Legeman was also observed following the 3-step process for cleaning and sanitizing the tables.

Food service and resting/sleeping was not observed at this time. The **Gymnasium/Cafeteria**, the **Movement #32 Room** and the **Library #3 Room** have not been used during the 2021-2022 school year and were not inspected during this on-site visit. Program director, Ms. Cassie Thelen knows that if the rooms are to be used by child care children, they must be in full compliance.

The violations that were found are:

R 400.8182 Ratio and group size requirements.

(3) In each room or well-defined space, the maximum group size and ratio of child care staff members to children, including children related to a staff member or the licensee, must be as shown in Table 4:

Age Maximum Group Size	Child Care Staff member to Child Ratio
d) Preschoolers, 4 years of	1 to 12.

While observing **Room 16**, child care staff member Ms. Emily Haelterman was observed walking with one child down to the school office, while child care staff member Ms. Rebecca Legeman took the remaining 13 children outside for recess. Ms. Legeman was alone with 13 children from approximately 10:19 a.m. to 10:24 a.m.

Technical assistance and consultation was provided to program director Ms. Cassie Thelen in the following areas:

- **R400.8520(14) Interior finishes.** Combustible materials and decorations may be displayed on walls, not to exceed 20% of each wall in each room.
- **R400.8131(12) Professional development requirements.** Ensure that all child care staff members complete the Ongoing Health and Safety Trainings for each calendar year.
- **R400.8143(1). Children's records.** Update the child information cards for the 2022-2023 school year.

Due to the violations, you must send us a corrective action plan by **04/18/2022**. 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.

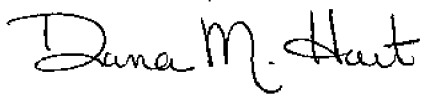
During calendar year 2021:	Total
Number of serious injuries that occurred in facility.	0
Number of deaths that occurred in the facility.	0
Number of substantiated cases of abuse and/or neglect of a child that occurred at the facility.	0

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 517-284-9730.

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

Sincerely,



Dana M. Hart, Licensing Consultant
 Child Care Licensing Bureau
 611 W. Ottawa Street
 P.O. Box 30664
 Lansing, MI 48909
 517-388-4625