



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

June 3, 2022

Kimberly Burchman  
Okemos Public Schools Comm Ed  
1826 Osage  
Okemos, MI 48864

**RE: License #:** DC330018773

**RE: SI LOG #:** 2022D0451010  
Okemos Kids Club Edgewood  
Edgewood Elementary  
1826 Osage Dr  
Okemos, MI 48864

Dear Mrs. Burchman:

This letter is to advise you that the 05/24/2022 corrective action plan you submitted, regarding each rule violation cited in the recently completed Special Investigation Report, 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 |
|-----------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
| R400.8125(1); Staff; volunteer; requirements. | Ashley Miller, Sadie Zann, Heather Sparkia, and Megan Machuta did not provide appropriate care and supervision to Child A when he sustained an injury without anyone knowing and sat in the safe space for approximately 2-3 minutes bleeding before child care staff members became aware of his injury. | All child care staff members will be retrained in appropriate care and supervision of children. Ms. Burchman will be responsible for registering child care staff members and collecting their certificate of completion to be placed in their staff file. | 06/10/2022           |

|                                              |                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                        |            |
|----------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|
| R400.8380(1);<br>Maintenance of<br>premises. | The metal hinges on the<br>accordion doors posed a<br>threat to the safety of the<br>child care children. Having<br>the safe space located next<br>to a countertop corner,<br>cupboard edge, and the<br>accordion door posed a<br>threat to the safety of the<br>child care children. | The safe space was moved away<br>from the accordion wall and<br>padding was placed over the<br>hinges to avoid any future<br>injuries. In June 2022, the<br>accordion will be closed<br>separating the classrooms into<br>two and this hazard will no longer<br>exist. | 03/10/2022 |
|----------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|

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 me with any questions. In the event that I am not available and you need to speak to someone immediately, you may contact the local office at (517) 284-9727.

Sincerely,

A handwritten signature in cursive script, appearing to read "Michelle Gleed".

Michelle Gleed, Licensing Consultant  
Bureau of Community and Health Systems  
611 W. Ottawa Street  
P.O. Box 30664  
Lansing, MI 48909  
(517) 599-7404