



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

May 3, 2023

Carolyn Moser
Jackson School of the Arts
135 W. Cortland
Jackson, MI 49201

RE: License #: DC380410072
2023D0104008
RE: SI LOG #: **Jackson School of the Arts**
135 W. Cortland Ave
Jackson, MI 49201

Dear Ms. Moser:

This letter is to advise you that the 05/03/2023 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.	Mr. Marr III did not provide Child A nor Child B with appropriate care and supervision on 2/1/23. Child A was able to pull Child B into the bathroom alone unsupervised for approximately two minutes when Child B was touched inappropriately.	I, Ms. Carolyn Moser, licensee designee was found in noncompliance of this licensing rule. I will assure the child care staff members provide the children with appropriate care and supervision at all times. On 2/1/23, Mr. Marr III did not provide Child A nor Child B with appropriate care and supervision. Child A was able to pull Child B into the bathroom alone unsupervised for approximately two minutes when Child B was	05/03/2023

		<p>touched inappropriately. Since being made aware of the incident, the center notified both Child A's Mother and Child B's Mother of the incident on 2/1/23 and met separately with each parent. The center has also placed the following safety measures in place to avoid another incident like this from reoccurring; to include placing the door alarm on the bathroom door, having continual meetings to address the importance of assuring the children are provided with appropriate care and supervision at all times and assuring the staff members position themselves in the classroom where they have a global view of the children at all times. They are also continuing with random headcounts of the children throughout the day so they know the whereabouts of all the children and what activities they have engaged in at all times. This violation has been corrected and will be maintained at all times.</p>	
<p>R400.8182(3)c Ratio and group size requirements.</p>	<p>On 2/1/23 at approximately 11:15 a.m., CCSM 1 left the preschool classroom for approximately 10 minutes to address a parent phone call relating to other job duties that were not classroom specific which placed the preschool room in violation of required staff member to child ratio requirements of 1:10. Mr. Marr III was alone caring for 11 preschool aged children ranging in age of</p>	<p>I, Ms. Carolyn Moser, licensee designee was found in noncompliance of this licensing rule. I will assure the center always maintains compliance with the caregiver to child ratio capacities in each classroom. On 2/1/23 at approximately 11:15 am, CCSM 1 left the preschool classroom for approximately 10 minutes timeframe to address a parent phone call relating to other job duties that were not classroom specific which placed the preschool room in violation of</p>	<p>05/03/2023</p>

	<p>3-5 years; an additional CCSM was needed to be in compliance with the staff member to child ratio requirements of 1:10.</p>	<p>required staff member to child ratio requirements of 1:10. Mr. Marr III was alone caring for 11 preschool aged children ranging in age of 3-5 years; an additional CCSM was needed to be in compliance with the staff member to child ratio requirements of 1:10. I have spoken with all of the staff members to inform them that a staff member may need to be away from their assigned area of the center for a brief period of time for routine activities such as use of restroom, toileting a child, attending to a sick child, escorting children from the bus, etc. In those situations, children must not be left unattended. I informed the staff members that leaving the room to complete other duties such as copying materials or making phone calls that are not preschool classroom specific would not fall under an acceptable reason to leave the room. Moving forward I will assure the preschool classroom operates within the correct child care staff member to child ratio requirements of 1:10 at all times. This violation has been corrected and will be maintained.</p>	
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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) 284-9730.

Sincerely,

A handwritten signature in black ink, appearing to read "Timothy A. Swope". The signature is written in a cursive style with a long horizontal stroke at the end.

Timothy A Swope, Licensing Consultant
Bureau of Community and Health Systems
611 W. Ottawa Street
P.O. Box 30664
Lansing, MI 48909
(517) 262-9838