



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

April 15, 2022

Elizabeth Jackson-Spaner
Kalamazoo Public Schools
3501 Moreland Street
Kalamazoo, MI 49001

RE: License #: DC390299366

RE: SI LOG #: **KCIS - Woods Lake Elementary**
3215 Oakland Drive
Kalamazoo, MI 49008

Dear Ms. Jackson-Spaner:

This letter is to advise you that the 04/15/2022 corrective action plan you submitted, regarding each rule violation cited in the recently completed Renewal Licensing Study 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
R 400.8131(3) Professional development requirements.	One child care staff member who works directly with children was not trained on prevention of shaken baby syndrome, abusive head trauma and child maltreatment, and reporting child abuse and neglect before caring for children.	The licensee designee stated that the child care staff member would complete part 2 of the health and safety training in MiRegistry.	05/14/2022
R 400.8131(5)	One child care staff member who works directly with children and was hired	The licensee designee stated that the child care staff member would complete part 2 of the	05/14/2022

Professional development requirements.	in the fall of 2021, did not complete the above trainings that are available in MiRegistry within 90 days of being hired.	health and safety training in MiRegistry.	
R 400.8143(1) Children's records.	I reviewed 32 child information cards and 14 cards were missing required information such as date of birth, employer names and phone numbers, allergies/special needs, and written parent consent for emergency medical care.	The licensee designee stated that she would obtain the missing information on the child information cards.	05/14/2022

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 (616) 356-0183.

Sincerely,



Carrie Harris, Licensing Consultant
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 Unit 13, 7th Floor
 350 Ottawa, N.W.
 Grand Rapids, MI 49503
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