



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

May 18, 2022

Stacy Johnson  
Britton-Macon Area School  
201 College Ave  
Britton, MI 49229

RE: License #: DC460291251

RE: SI LOG #: **Britton Preschool  
201 College Ave  
Britton, MI 49229**

Dear Ms. Johnson:

This letter is to advise you that the 05/18/2022 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 400.8113(2)(b) Program director qualifications; responsibilities.	The center does not currently have an approved program director present at the center at least 50% of the time children are in care since Ms. Julie Klemz left employment. The center is currently in the process of having Ms. Amber Stetler to be approved as the program director under licensing rule R400.8113(7)e & (9).	I, Ms. Amber Stetler, licensee designee was found in noncompliance of this licensing rule. The center has hired myself to be the new program director/licensee designee for the center. I am currently in the process of being approved as the program director as I needed to complete 3 CEU's in child care administration through care courses to be approved as a program director under licensing rule R400.8113(7)(e) and (9).	05/18/2022

		Currently, I am taking the child care administrative coursework. Once completed, I will forward a copy of the completion certificate to the department and complete my program director review and approval process. This violation is being corrected and will be maintained.	
R 400.8146(1)(l) Information provided to parents.	One child's file did not contain a notice of availability of the centers licensing notebook. Ms. Stetler corrected this onsite by having the child's parent sign a licensing notebook statement and placing it in the child's file.	I, Ms. Amber Stetler, licensee designee was found in noncompliance of this licensing rule. I will assure that all children's files contain a licensing notebook notification from that is signed by the parents at the time of enrollment. I have made the child's parents aware of the child care licensing notebook availability form for them to sign acknowledging they are aware of a licensing notebook being available onsite at the center, that it contains all of the licensing inspections and special investigation reports and corrective action plans for the last five years, and that the reports are also available online at the departments website <a href="http://www.michigan.gov/michildcare">www.michigan.gov/michildcare</a> . This violation is being corrected and will be maintained.	05/18/2022

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) 262-9838.

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 flourish 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