



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF
LIFELONG EDUCATION, ADVANCEMENT, AND POTENTIAL
LANSING

MICHELLE RICHARD
ACTING DIRECTOR

January 29, 2024

Susan Bird
Tecumseh Public Schools
2780 Sutton Road
Adrian, MI 49221

RE: License #: DC460388159
Investigation #: 2023D0104024
Tecumseh Public School Compass Learning Center

Dear Ms. Bird:

I conducted a special investigation because the child care licensing bureau received information regarding your facility that related to licensing rules or law. The information was related to the following:

R400.8125(1) Staff; volunteer; requirements.

The details of the information are in the attached report. To investigate:

- I interviewed the person who made the complaint, program director, licensee, licensee designee, child care staff member, and parents.
- I completed on-site inspections on the following dates: 7/20/2023.

As a result of this investigation, I found the following violation(s):

R400.8125(1) Staff; volunteer; requirements.

Upon receipt of an acceptable corrective action plan. I recommend no change to the current license status.

Due to the violations, you must send us a corrective action plan by 2/18/2024. 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 this special investigation:	Yes	No
A rule or law violation was found and a serious injury or death occurred.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
A rule or law violation was found and abuse and/or neglect of a child occurred.	<input type="checkbox"/>	<input checked="" type="checkbox"/>

This report and any related corrective action plans must be filed in your licensing notebook. This report and any related corrective action plans will be online for parents to review under the [Statewide Search for Licensed Child Care Centers and Homes](#).

Please review the enclosed documentation for accuracy and 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.

Sincerely,



Timothy A Swope, Licensing Consultant
 Child Care Licensing Bureau
 611 W. Ottawa Street
 P.O. Box 30664
 Lansing, MI 48909
 (517) 262-9838

enclosure

**MICHIGAN DEPARTMENT OF LIFELONG EDUCATION,
ADVANCEMENT, AND POTENTIAL
CHILD CARE LICENSING BUREAU
SPECIAL INVESTIGATION REPORT**

I. IDENTIFYING INFORMATION

License #:	DC460388159
Investigation #:	2023D0104024
Complaint Receipt Date:	07/19/2023
Investigation Initiation Date:	07/20/2023
Report Due Date:	09/17/2023
Licensee Name:	Tecumseh Public Schools
Licensee Address:	212 N. Ottawa Tecumseh, MI 49286
Licensee Telephone #:	(517) 423-1105
Administrator:	N/A
Licensee Designee:	Susan Bird, Designee
Name of Facility:	Tecumseh Public School Compass Learning Center
Facility Address:	307 N. Maumee Street Tecumseh, MI 49286
Facility Telephone #:	(517) 423-1105
Original Issuance Date:	06/06/2017
License Status:	REGULAR
Effective Date:	12/06/2021
Expiration Date:	12/05/2023
Capacity:	100
Program Type:	CHILD CARE CENTER

II. ALLEGATION(S)

	Violation Established?
The center did not provide the children with appropriate care and supervision on two occasions. On 7/18/23, Child A (age 7 years, male) walked into the roadway after Child Care Staff Member 1 (CCSM 1) became distracted. CCSM 1 met Child A in the roadway and walked with him back to the group unharmed. Child A has special needs. The following day, on 7/19/23, Child B (age 6 ½ years, male) was temporarily left inside the center unattended while using the bathroom. Child B returned to his group unharmed.	Yes

III. METHODOLOGY

07/19/2023	Special Investigation Intake 2023D0104024
07/20/2023	Special Investigation Initiated - On Site Onsite from 10:30 a.m. until 12:45 p.m. Interview with Ms. Susan Bird, licensee designee, CCSM 1, Child Care Staff Member 2 (CCSM 2), and Child Care Staff Member 3 (CCSM 3). Observation of the outdoor play area and program.
07/20/2023	Contact - Document Received Ms. Bird provided with parent and CCSM contact information.
12/21/2023	Telephone interview with Child C's Mother.
12/21/2023	Attempted telephone interview with Child D & E's Mother – left message.
12/22/2023	Attempted telephone interview with Child D & E's Mother – left message.
01/08/2024	Attempted telephone interview with Child A's Mother – left message.
01/08/2024	Telephone interview with Child B's Mother.
01/09/2024	Attempted telephone interview with Child A's Mother – left message.
01/09/2023	Exit conference with Ms. Susan Bird, licensee designee.

01/09/2023	Special investigation sub compliance
01/09/2023	Corrective action plan requested and due by 2/04/2023

ALLEGATION: The center did not provide the children with appropriate care and supervision on two occasions. On 7/18/23, Child A (age 7 years, male) walked into the roadway after Child Care Staff Member 1 (CCSM 1) became distracted. CCSM 1 met Child A in the roadway and walked with him back to the group unharmed. Child A has special needs. The following day, on 7/19/23, Child B (age 6 ½ years, male) was temporarily left inside the center unattended while using the bathroom. Child B returned to his group unharmed.

INVESTIGATION: On 7/20/23, I reviewed the incident reports submitted to the department. On 7/18/23 around 2:45 p.m., CCSM 1 has the children who did not swim in the afternoon line up from outdoor play activities to go inside the center to use the restroom, get their afternoon snacks, and grab their backpacks. As the children lined up to go inside, CCSM 1 told them to get their water bottles to take back inside of the center if they needed to be refilled with water. CCSM 1 was standing near the front entrance of the line and outdoor play area and told Child A to go grab his water bottle, thinking it was with the other children’s water bottle near the bench area. After telling Child A to get his water bottle, another child went to speak to CCSM 1 about how he grabbed his water bottle but did not need it refilled, therefore he was just going to put it back by the bench area. During this time, another child went to CCSM 1 to inform her that Child A was crossing the roadway. When CCSM 1 turned around, she saw Child A in the middle of the roadway walking towards the center. CCSM 1 ran up to him and walked with him back to the playground. The center notified Child A’s Mother and the department of the incident.

I reviewed the second incident report. On 7/19/23 around 8:20 a.m., Child Care Staff Member 3 (CCSM3) took Child B inside the center to use the bathroom. CCSM 3 spoke with Ms. Susan Bird about the daily schedule for the children as Child B used the bathroom. CCSM 3 headed back to the outdoor play area without checking on Child B in the bathroom. While outside, around 8:28 a.m., CCSM 3 heard the door open to the center and saw Child B walk out of the center toward the group of children playing in the outdoor play area. CCSM 3 went over to him and walked with him across the street to the outdoor play area. Child B was alone inside the center for approximately eight minutes.

On 7/20/23, I conducted an unannounced onsite inspection to the center and interviewed Ms. Susan Bird, licensee designee regarding the incidents. Ms. Bird confirmed both incidents that took place on 7/18/23 and 7/19/23. On 7/18/23 around 2:45 p.m., Ms. Bird said that CCSM 1 got distracted by another child while the children were lining up to go inside and use the bathroom. During this time, CCSM 1 told Child A to get his water bottle so he could refill it while they were inside. CCSM

1 thought Child A's water bottle was outside with them not realizing he left it inside of the center. Child A began to leave the outdoor play area and walk across the roadway toward the center when CCSM 1 saw him and brought him back to the line. Ms. Bird estimated Child A leaving the play area by himself for approximately 10-15 seconds before CCSM 1 brought him back to the group. Ms. Bird said Child A has special needs. The CCSMs completed an incident report and immediately notified Child A's Mother of the incident. Ms. Bird also notified the department of the incidents.

Regarding the incident that occurred on 7/19/23 around 8:20 a.m., CCSM 3 took Child B inside to use the bathroom. While indoors, Child B went into the bathroom. While CCSM 3 was waiting for Child B in the hallway outside of the bathroom, she walked over to talk with Ms. Bird about the daily events planned for the children. Ms. Bird said CCSM 3 got distracted and walked back outside while Child B was still in the bathroom. Around 8:28 a.m., CCSM 3 heard the center door open and saw Child B walk out of the center. CCSM 3 went over to Child B and walked with him across the roadway to the outdoor play area. Ms. Bird notified Child B's Mother and the department of the incident. Ms. Bird said it was an unfortunate accident on CCSM 3's part, as CCSM 3 got distracted when she spoke with her about the daily events planned for the children. She went back outside to inform the other CCSMs, and children of the events planned for that day and forgot about Child B being in the bathroom. Since the incidents occurred, Ms. Bird has reminded the CCSMs of the importance to assure they are always providing the children with appropriate care and supervision and know what activities the children are engaged in at all times.

On 7/20/23, I separately interviewed CCSM1, Child Care Staff Member 2 (CCSM 2) and CCSM 3 at the center. I informed them of the allegations. All the CCSMs confirmed the allegations occurred. Both CCSM 1 and CCSM 2 acknowledged on 7/18/23 around 2:45 p.m., Child A walked away from the group by himself and walked toward the roadway before he was brought back by CCSM 1. CCSM 1 said she was on the outdoor play area with 10 children when the incident occurred. As the children were lining up to transition back inside the school building, CCSM 1 has the children line up near the edging of the play area. CCSM 1 instructed the children to get their water bottles if they needed to be refilled while they were indoors. CCSM 1 said while the children sit on the edging, she completes a head count of the children before they leave the outdoor play area. When she instructed the children to bring their water bottles in to get refilled, another child asked her a question about his water bottle. During that time, Child A began to leave the line and walk in the roadway toward the center. CCSM 1 saw him walking in the roadway and immediately went to bring Child A back in the line with the other children. CCSM 1 estimates Child A being in the roadway approximately 10-15 seconds before he was returned with the children. When CCSM 1 questioned Child A why he left to cross the roadway with her and the other children, he said that he was going to get his water bottle as he had left it in the center. CCSM 1 reminded Child A of the rules regarding transitioning from the outdoor play area back to the center. CCSM 1 reminded Child A of how the children are to line up at the edging located near the

entrance of the outdoor play area. Once the children have their belongings and a head count is completed by the CCSM, they will altogether leave the outdoor play area, walk across the roadway, and enter the center. Child A expressed an understanding of the rules and informed CCSM 1 that he was going to get his water bottle as he had left it in the center. CCSM 1 said that Child A has special needs, and when he heard her tell the children to get their water bottles to take inside for refill, Child A was going to get his water bottle from inside of the center to follow her instructions. CCSM 1 said she has had no previous issues with Child A walking away from the group. Since this incident, CCSM 1 said she keeps a better watch on Child A and keep him close to her during transition times. CCSM 1 said Child A was CCSM 1 said she immediately completed an incident report and notified Child A's Mother of the incident.

CCSM 2 confirmed Ms. Bird's statement regarding the incident. CCSM 1 was with her group of children outside and overheard CCSM 1 call out Child A's name as he began to walk in the roadway by himself. CCSM 1 said that CCSM 1 had the children line up at the edging area to get ready to go indoors. When she instructed the children to get their water bottles, Child A took it literally and began walking by himself to go inside of the center to get his water bottle. When Child A reached the roadway, CCSM 1 called out Child A's name and went to bring him back with the group. CCSM 1 estimated Child A being by himself for 10-15 seconds before he was returned with his group. CCSM 2 denied Child A having walked away from the group before and reiterated that he was doing what CCSM 1 had instructed regarding him getting his water bottle that he left inside the center. CCSM 2 said CCSM 1 reminded Child A of the rules regarding children not being allowed outside the fenced area by themselves and how they cross the roadway as a group to keep everyone safe. CCSM 2 said Child A was in good spirits at the time of the incident. CCSM 2 denied Child A ever walking away from the group before and said since the incident, they are keeping him close to a CCSM during transition times.

CCSM 3 confirmed the incident on 7/19/23, when she accidentally left Child B unattended in the bathroom. CCSM 3 said on 7/19/23 around 8:20 a.m., she took Child B (age 6 ½ years, male) inside the school building to use the bathroom. While Child B was using the bathroom, CCSM 3 walked into a nearby classroom to speak with Ms. Bird regarding the children's activities for the day. After speaking with Ms. Bird, approximately five to eight minutes later, CCSM 3 walked back outside to inform the children of the daily activities forgetting she had left Child B alone in the bathroom. Approximately one minute after being outside, CCSM 3 saw Child B waiting at the center entrance. CCSM 3 walked over and brought Child B back to the outdoor play area. CCSM 3 said Child B was in good spirits and just waited for CCSM 3 to come and walk with him across the roadway. CCSM 3 said this was an oversight on her part as she forgot to wait for Child B before returning outside. Moving forward, CCSM 3 said she will be more diligent to wait for Child B at the bathroom before speaking with Ms. Bird or returning outside. CCSM 3 said that her multitasking got in the way of what she was supposed to be doing which was accompanying Child B to the bathroom. CCSM 3 said the center is always talking

with the CCSMs regarding the importance of assuring they are always providing the children with appropriate care and supervision and to know what activities the children are engaged in at all times. CCSM 3 said the CCSMs have portable radios they use during transition times to communicate with one another while transitioning the children. During this incident, CCSM 3 said she forgot about Child B as it was an unscheduled bathroom break and after speaking with Ms. Bird about the daily activities, she went out to tell the other children about the activities in lieu of waiting for Child B to finish in the bathroom.

While onsite I observed the center's premises and CCSM's interactions with the children. The center is located inside Tecumseh Middle school which is an active school building serving children grades 5 – 8 grades. The center utilizes nine rooms as approved child use space: classroom 1105, classroom 1120, classroom 1122, classroom 1315, classroom 1317, the cafeteria, media center, mini gymnasium, and large gymnasium. I observed the community bathroom that Child B was left in momentarily while CCSM 3 walked back outdoors. The community bathroom is in the hallway of the school building centrally located between the classrooms. While Child B used the bathroom, CCSM 3 walked into a nearby classroom to speak with Ms. Bird about the daily activities scheduled for the children. Afterwards, she forgot about Child B using the bathroom, went back to the outdoor play area leaving Child B unattended in the bathroom for approximately five to eight minutes. After Child B finished using the bathroom, he walked by himself down a hallway to the school building entrance, opened the doorway and was met by CCSM 3 to walk across the roadway to join his group outside.

The outdoor play area is completely fenced and is located across the roadway from the school building. The outdoor play area contains both large climbers, swings, and portable play equipment available for children use. The playground meets the minimum square footage requirements for an outdoor play area. There is enough shade available for children use. A playground inspection was not required due to the center using the school's playground and all the children enrolled at the center being school-aged children. During my observation, I observed the CCSMs walk the children from the play area to the center for a bathroom break. The outdoor play area contains an entrance area that has bench seating where the children line up to enter and exit the play area. When they exit the play area, the children walk in a line that is directed by the CCSMs positioning themselves in the front and rear of the line, then proceed to walk on a sidewalk toward the roadway. Before entering the roadway, the CCSMs assure the roadway is clear from any traffic and safe for the children to cross the roadway. Upon crossing the roadway, the children walk a short distance on the sidewalk before entering the school building. The CCSMs remained in the front and rear of the line the entire time they were in transition to assure all the children were accounted for while walking from the outdoor play area to the school building. The CCSMs also carry portable radios to communicate with one another to allow all the CCSMs know they are transitioning with the children.

On 12/21/2023, I interviewed Child C's Mother via telephone. Child C (age 7 years, female) has attended care at the center for the past three years. Child C's Mother expressed no concerns regarding the care and supervision the center provides to Child C. Child C's Mother said the CCSMs are great with the children and communicate with her daily regarding Child C's experiences while in care. Child C's Mother said Child C looks forward to attending care at the center each day.

On 12/21/23 and 12/22/23, I made two separate attempts to interview Child D & E's Mother without success.

On 1/8/24, I interviewed Child B's Mother via telephone. Child B's Mother said the center made her aware of the incident shortly after the incident occurred. Child B's Mother said all of the CCSMs communicate with her regarding her children's experiences while in care. Child B's Mother expressed no concerns regarding the care and supervision and felt this was an unfortunate oversight by the CCSM. Child B's Mother said Child B had never even brought the incident up afterwards therefore was not affected by being left alone in the bathroom. Child B's Mother said she has two children that have attended care with the center and look forward to attending each summer.

On 1/08/24 and 1/9/24, I made two separate attempts to interview Child A's Mother without success.

APPLICABLE RULE	
R 400.8125	Staff; volunteer; requirements.
	(1) All staff and volunteers shall provide appropriate care and supervision of children at all times.
ANALYSIS:	The center did not provide Child A nor Child B with appropriate care and supervision on two separate occasions; on 7/18/23 when Child A was momentarily able to walk away from the group into the roadway for approximately 10-15 seconds before he was returned back with his group and on 7/19/23, when CCSM 3 left Child B in the bathroom alone for approximately 5-8 minutes while she returned back outside with the group.
CONCLUSION:	VIOLATION NOT ESTABLISHED

IV. RECOMMENDATION

Upon receipt of an acceptable corrective Action plan, I recommend no change in the current license status.

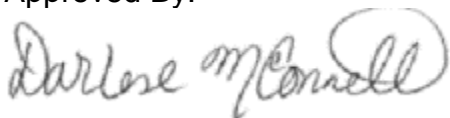


01/29/2024

Timothy A Swope
Licensing Consultant

Date

Approved By:



01/29/2023

Darlese McConnell
Area Manager

Date