



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

June 26, 2023

Attn: Carol Hayes  
Hartland Community Education  
PO Box 160  
Hartland, MI 48353

RE: License #: DC470020067  
Hartland Comm Ed Child Care Ctr  
10235 School Street  
Hartland, MI 48353

Dear Ms. Hayes:

Attached is your renewal inspection report. You can find a copy of this renewal inspection report and any associated corrective action plans on our [website](#) under [Statewide Search for Licensed Child Care Centers and Homes](#). A description of when renewal inspection reports are completed can be found under [Overview of Licensing Reports](#).

During the renewal inspection on June 21, 2023, I found four violation(s) listed below and explained in the attached report: listed below and explained in the attached report:

R400.8122(5) Lead caregiver; qualifications; responsibilities.  
R400.8128 Staff; volunteer; tuberculosis.  
R400.8131(12) Professional development requirements.  
R400.8161(5) Emergency procedures.

Due to the violations, you must send us a corrective action plan by July 17, 2023. 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.

Upon receipt of an acceptable corrective action plan, a regular license will be issued. You will receive it in the mail.

<b>During calendar year 2022:</b>	<b>Total</b>
Number of serious injuries that occurred in facility.	<b>0</b>
Number of deaths that occurred in the facility.	<b>0</b>
Number of substantiated cases of abuse and/or neglect of a child that occurred at the facility.	<b>0</b>

Please 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.

Per MCL 722.113g, this report and any related corrective action plans must be filed in your Licensing Notebook.

Sincerely,



Thanh Biehl, Licensing Consultant  
 Child Care Licensing Bureau  
 611 W. Ottawa Street  
 P.O. Box 30837  
 Lansing, MI 48909  
 (734) 417-8580

Enclosure

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
CHILD CARE LICENSING BUREAU  
RENEWAL INSPECTION REPORT**

**I. IDENTIFYING INFORMATION**

**License #:** DC470020067

**Licensee Name:** Hartland Community Education

**Licensee Address:** PO Box 160  
Hartland, MI 48353

**Licensee Telephone #:** (810) 626-2150

**Licensee/Designee:** Carol Hayes, Designee

**Name of Facility:** Hartland Comm Ed Child Care Ctr

**Facility Address:** 10235 School Street  
Hartland, MI 48353

**Facility Telephone #:** (810) 626-2780

**Original Issuance Date:** 08/01/1988

**Capacity:** 210

**Age Range:** Ages Birth Thru 12 years

**Program Components:** TRANSPORTATION  
SWIMMING  
PRESCHOOL  
SCHOOL AGE  
INFANT/TODDLER

## II. METHODS OF INSPECTION

Date of On-Site Inspection(s): 06/21/2023  
 Date of Environmental Health Inspection: 04/27/2023  
 Date of Fire Safety Inspection: 04/28/2023  
 Date of Lead Hazard Risk Assessment, if applicable: 09/07/2010  
 Date of Documentation of Playground Compliance, if applicable: 06/13/2016

		No. of Records Reviewed
No. of children enrolled in care	200	10
No. of staff employed	41	41
No. of volunteers	0	0
No. of children present at time of inspection	92	
No. of staff present at time of inspection	32	
No. of volunteers present at time of inspection	0	
No. of children interviewed/observed	92	
Persons Interviewed:		
Licensee/Licensee Designee	<input type="checkbox"/>	
Program Director	<input checked="" type="checkbox"/>	
Caregiving staff	<input checked="" type="checkbox"/>	

Approved Child Use Space: Critters 1A, Wiggle Worms #1, Darling Ducks #2, Busy Bees #3, Tiny Tadpoles (Eagles for Summer) #4, Foxes #5, Tigers #6, Preschool #7, Happy Dragon #8, Preschool #9, Panthers #10 and Gymnasium.  
 Approved Program Director: Jessica Pasienza and Jessica Terberg  
 Approved Central Administrator: Carol Hayes  
 Approved Variances: None  
 Key Indicator Inspection: No

## III. DESCRIPTION OF FINDINGS & CONCLUSIONS

This renewal inspection involved a review of all applicable child care center administrative rules and statutes. Verification of compliance included direct observations of the physical environment and the program, discussions with staff, and a review of the center's records, including staff records and children's records. Staff records include background checks and training information. Children's records include child information cards, physical examination dates, and immunizations.

During the inspection, the center was found to be in compliance with all applicable rules and statutes except for the following violations:

**R 400.8122            Lead caregiver; qualifications; responsibilities.**

(5) Lead caregivers shall meet 1 of the following qualifications shown in Table 3:

TABLE 3 Lead Caregiver Qualifications			
	Education	Coursework in Early Childhood Education, Child Development, or a Child-Related Field	Hours of Experience
(a)	Bachelor's degree or higher in early childhood education, child development, or a child-related field		
(b)	Montessori credential with		480 hours
(c)	Associate's degree or higher in early childhood education or child development		
(d)	Valid child development associate credential with		480 hours
(e)	High school diploma or GED with	12 semester hours and	960 hours
(f)	High school diploma or GED with	12 semester hours, 18 CEUs, or a combination to equal 18 clock hours with	1,920 hours
(g)	High school diploma or GED with	6 semester hours, 9 CEUs, or a combination to equal 90 clock hours with	3,840 hours

Child care staff members (E.S. and M. B.) does not have qualifications to be lead caregivers.

E.S. is enrolled in a CDA program. She took over as substitute lead on 3/13/23 when the previous lead resigned.

M.B. is also enrolled in a CDA program. She took over as substitute lead on 4/24/23 when the previous lead resigned.

**R 400.8128**

**Staff; volunteer; tuberculosis.**

A center shall keep on file at the center evidence to verify that each child care staff member and each volunteer who has contact with children at least 4 hours per week for more than 2 consecutive weeks is free from communicable tuberculosis (TB). Verification of TB status is required within 1 year before employment or volunteering.

Six of the forty- one child care staff members (A.K., H.H., H.M., E.W., L.W., and M.P.) did not have TB results.

A.K. start date 10/04/2022  
H.H. start date 11/30/2022  
H.M. start date 08/30/2022  
E.W. start date 12/14/2021  
L.W. start date 05/16/2022  
M.P. start date 08/12/2022

Fifteen of the forty-one child care staff members (L.L., K.M., D.B., M.B., L.H., R.H., E.L., J.J., L.W., H.F., J.C., J.P., E.S., K.A., and S.B.) did not obtain TB results before employment.

L.L. start date 08/23/2021; TB dated 06/12/2022  
K.M. start date 10/06/2021; TB dated 05/10/2023  
D.B. start date 10/06/2022; TB dated 10/18/2022  
M.B. start date 11/18/2022; TB dated 05/19/2023  
L.H. start date 03/16/2023; TB dated 05/03/2023  
R.H. start date 11/07/2022; TB dated 05/18/2023  
E.L. start date 10/26/2022; TB dated 11/26/2022  
J.J. start date 04/12/2023; TB dated 04/20/2023  
L.W. start date 08/22/2022; TB dated 05/18/2023  
H.F. start date 05/09/2022; TB dated 04/13/2023  
J.C. start date 02/18/2022; TB dated 03/24/2022  
J.P. start date 09/28/2022; TB dated 11/19/2022  
E.S. start date 05/26/2021; TB dated 06/17/2021  
K.A. start date 01/24/2022; TB dated 03/27/2022  
S.B. start date 11/14/2022; TB dated 05/25/2023

**REPEAT VIOLATION ESTABLISHED**

**LSR dated 04/30/2021**

**Corrective Action Plan dated 05/05/2021**

**R 400.8131**

**Professional development requirements.**

(12) When the department of licensing and regulatory affairs or the department of education publishes a notice that a new health and safety update document or a new health and safety update training activity has been published on MiRegistry, the licensee shall ensure that all personnel read and acknowledge the document or complete the activity within 6 month of the notice.

Child care staff member (T.C.) did not complete the Refresher 2021 training.

**REPEAT VIOLATION ESTABLISHED**  
**LSR dated 04/30/2021**  
**Corrective Action Plan dated 05/05/2021**

**R 400.8161            Emergency procedures.**

(5) A fire drill program, consisting of at least 1 fire drill quarterly, must be established and implemented.

The child care center did not complete quarterly fire drills in 2022.

The program completed three fire drills in 2022: 01/11/2022, 06/22/2022 and 10/12/2022.

**IV. RECOMMENDATION**

Upon receipt of an acceptable corrective action plan, I recommend the issuance of a regular license.



06/26/2023

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Thanh Biehl  
Licensing Consultant

Date