



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

November 29, 2022

Heather Halpin
Clintondale Community Schools
35100 Little Mack
Clinton Twp, MI 48035

RE: License #: DC500353236
McGlennen Elementary
21415 Sunnyview
Clinton Township, MI 48035

Dear Ms. Halpin:

This letter is to advise you that the 11/28/2022 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 400.8112(2) Comprehensive background check; fingerprinting.	A child care staff member listed on the background check was not listed on the staffing plan and is no longer providing care to children.	Ms. Halpin will ensure that all non-employees are disconnected from the background check system immediately.	10/17/2022
R 400.8116(2) Multi-site school-age program director.	The multi-site school-age program director did not log dates and times of weekly site visits.	Ms. Halpin will spend one session in each building weekly and initial the books onsite for documentation.	10/17/2022
R 400.8125(5) Staff; volunteer; requirements.	The multi-site program director did not have a signed and dated	Ms. Halpin will ensure that all child care staff member sign the abuse/neglect statement at hire.	10/17/2022

	statement certifying subsections (a),(b) and (c).		
R 400.8131(3) Professional development requirements.	One before and after school child care staff member did not have documentation of training on the prevention of shaken baby syndrome, abusive head trauma and child maltreatment, and recognition and reporting of child abuse and neglect.	Ms. Halpin will ensure that all child care staff member complete the required trainings.	11/01/2022
R 400.8131(4) Professional development requirements.	One before and after school child care staff member did not have documentation of training on the prevention and control of infectious disease training, including immunizations.	Ms. Halpin will ensure that all child care staff member complete the required trainings.	11/01/2022
R 400.8131(5) Professional development requirements.	One before and after school child care staff member did have documentation of training on the items in subsections (a) through (g).	Ms. Halpin will ensure that all child care staff members complete the required trainings within 90 days of hire.	11/01/2022
R 400.8131(6) Professional development requirements.	Two before and after school child care staff members did not have documentation of 16 hours of annual professional development.	Ms. Halpin will ensure that child care staff members complete 16 hours of professional development each year.	11/01/2022
R 400.8134(4) Hand washing.	A handwashing sign was not posted in the girl's bathroom outside of the before and after care classroom.	Ms. Halpin will ensure that handwashing signs are posted in bathrooms.	10/17/2022

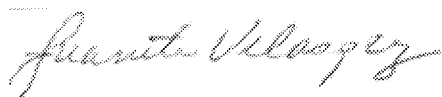
R 400.8330(10) Food services and nutrition generally.	In the before and after school program, the children are served a snack. A snack menu is not planned in advanced, dated or posted in a place visible to parents.	Ms. Halpin will ensure that menus are posted and pre-planned.	11/01/2022
R 400.8380(1) Maintenance of premises.	In the GSRP classroom, the wall mounted hand sanitizer was moved down to a preschooler's eye level making it easily accessible to the children.	Ms. Halpin will ensure that hand sanitizer will be removed from the reach of children.	11/01/2022

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 (517)284-9730.

Sincerely,



Juanita G. Velasquez, Licensing Consultant
(586) 256-2044