



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

June 16, 2022

LeaAnna Whitfield  
Fitzgerald Public Schools  
21555 Warner  
Warren, MI 48091

RE: License #: DC500388022

RE: SI LOG #: Schofield Early Childhood Center  
21555 Warner  
Warren, MI 48091

Dear Ms. Whitfield:

This letter is to advise you that the 06/16/2022 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 400.8110	Child care staff members (CCSM) did not have a daily attendance record. Upon questioning multiple CCSM's it was shared that staff does not sign in and out.	A daily sign in and out sheet will be created for all staff members.	08/20/2022
R 400.8112	Approximately 9 previously employed CCSM were still connected in the background system.	Previously employed staff members will be removed from the system so they are no longer connected to Schofield.	06/30/2022
R 400.8131	Multiple CCSM were missing the requirements of this training within 90 days of employment.	Director will ensure all staff have completed professional development requirements before returning from the summer months and create a procedure	08/30/2022

		for monitoring newly hired staff PD completion.	
<b>R 400.8131</b>	Multiple CCSM were missing the required refresher trainings.	Staff missing the refresher trainings will complete them during the summer months, before returning to teach.	08/30/2022
<b>R 400.8170</b>	I observed a large portion of exposed weed cover near the slide in the outdoor play area. During this time two small children tripped over the exposed covering.	Wood chips will be delivered during the summer months to add additional cushion and cover any hazards.	08/30/2022
<b>R 400.8325</b>	The multipurpose table in room 112 was not washed, rinsed and sanitized after breakfast. The table was only wiped down with a soap/water solution.	Staff members in Rm. 112 will retrain in proper sanitizing protocols. The three-step process will be posted in the classrooms.	06/15/2022
<b>R400.8380</b>	In room 112 I observed purse belonging to a CCSM sitting on a low counter near the handwashing sink used by the children. The purse was open and prescription medication belonging to the CCSM was observed. I immediately requested that the medications but placed out of reach of the children.	Staff members in Rm. 112 will work with the director to choose a safe place to keep personal items to ensure they are not accessible to children.	06/15/2022

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 (810) 787-7031.

Sincerely,

A handwritten signature in cursive script, appearing to read "RaSheeda Mitchell".

RaSheeda Mitchell, Licensing Consultant  
Bureau of Community and Health Systems  
4809 Clio Road  
Flint, MI 48504  
(248) 762-1915