



GRETCHEN WHITMER
GOVERNOR

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

Michelle Richard
ACTING DIRECTOR

4/8/2024

Erica Koontz
Maple Park Montessori House
20301 East Ten Mile Rd, St. Clair Shores, MI, , 48080

License Number: DC500405949

Dear Erica Koontz,

This letter is to advise you that the 4/5/2024 corrective action plan you submitted, regarding each rule violation cited in the recently completed Inspection, 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 400.8128	Staff missing TB results.	The staff members that were missing TB results have been informed and are in the process of updating results. All results will be completed by March 13, 2024.	March 13, 2024
R 400.8125(5)	Staff missing child abuse/neglect notification.	A staff meeting is scheduled for March 11 to cover the topic of child abuse and neglect and to then sign the required form.	March 11, 2024
R 400.8131(6)	Staff only completed 8 hours of training for 2023.	In our recent staff meeting we discussed the best approach to resolve the lack of training hours. We attended a Science of Reading training that was 8 clock hours and	4-5-2024

		<p>then had follow up meeting after each sessions to discuss and implement what we learned. I considered those hours in meeting as training and will remedy that in the future by using the childcare Support Network training services. This company send us the training materials and then we return the completed assessments. The completed trainings are then entered into the MiRegistry system by theChildcare SupportNetwork system. Moving forward our Montessori specific trainings will just be extra hours.</p>	
R 400.8131(12)	No proof of staff having completed 2023 Health and Safety training.	The staff members that did not complete this training have been given the means to complete it. There is a staff meeting scheduled on March 11, 2024 to provide all staff with time to complete this training.	March 11, 2024
R 400.8146(1)(l)(iii)	No parental sign offs for Licensing Notebook availability.	Parents were sent an electronic copy of the license notebook with and electronic signature page through our Brightwheel system. The long term plan is to add this information to our parent handbook so future families will not	March 8, 2024

		need to sign an additional form.	
R 400.8380(4)	Molding broken off wall exposing sharp corner.	A work order has been submitted to the land lord for a repair. In the mean time we have hammered in the nails and covered the corner with the piece of molding that broke off using a temporary adhesive to hold it in place.	March 8, 2024

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 Jennifer DeMuynck at (586) 256-1005 or demuynckj1@michigan.gov. In the event that Jennifer DeMuynck is not available and you need to speak to someone immediately, please contact the Child Care Licensing Bureau at 517-284-9730.

Sincerely,



Jennifer DeMuynck, Licensing Consultant