



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

March 6, 2023

Amy Brown  
Manistee Area Public Schools  
550 Maple Street  
Manistee, MI 49660

RE: License #: DC510411915  
Investigation #: 2023D1073005  
MAPS Preschool

Dear Ms. Brown:

I conducted a special investigation because the child care licensing division received a complaint against your facility that related to licensing rules or law. The allegations were related to the following:

**R 400.8125(1) Staff; volunteer; requirements**

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

- I interviewed: the person who made the complaint, program director, caregivers, parents
- I completed an onsite inspection on 01/09/2023.

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

**R 400.8125(1) Staff; volunteer; requirements**

I recommend no change to the current license status.

Due to the violations, you must send us a corrective action plan by 3/26/2023. 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.

<b>During this special investigation:</b>	<b>Yes</b>	<b>No</b>
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](#).

Sincerely,



Tarah Kline, Licensing Consultant  
 Child Care Licensing Bureau  
 611 W. Ottawa Street  
 P.O. Box 30664  
 Lansing, MI 48909  
 Cell: 616-916-2490  
 Fax: 517-763-0217  
 (616) 916-2490

enclosure

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
CHILD CARE LICENSING BUREAU  
SPECIAL INVESTIGATION REPORT**

**I. IDENTIFYING INFORMATION**

<b>License #:</b>	DC510411915
<b>Investigation #:</b>	2023D1073005
<b>Complaint Receipt Date:</b>	01/04/2023
<b>Investigation Initiation Date:</b>	01/09/2023
<b>Report Due Date:</b>	03/05/2023
<b>Licensee Name:</b>	Manistee Area Public Schools
<b>Licensee Address:</b>	550 Maple Street Manistee, MI 49660
<b>Licensee Telephone #:</b>	(231) 723-3521
<b>Administrator:</b>	Sandra Ludwig, Designee
<b>Licensee Designee:</b>	Sandra Ludwig, Designee
<b>Name of Facility:</b>	MAPS Preschool
<b>Facility Address:</b>	515 Bryant Ave Manistee, MI 49660
<b>Facility Telephone #:</b>	(231) 398-3758
<b>Original Issuance Date:</b>	06/02/2022
<b>License Status:</b>	REGULAR
<b>Effective Date:</b>	06/02/2022
<b>Expiration Date:</b>	12/01/2022
<b>Capacity:</b>	100
<b>Program Type:</b>	CHILD CARE CENTER

## II. ALLEGATION(S)

	Violation Established?
Child care staff members were not appropriately supervising Child A (male, age 4) and Child B (male, age 4) when Child A showed Child B his private parts.	Yes

## III. METHODOLOGY

01/04/2023	Special Investigation Intake 2023D1073005
01/09/2023	Special Investigation Initiated - On Site Spoke with child care staff members Amy Brown and Brenda Struble 10:32 AM - 11:12 AM
02/01/2023	Contact - Telephone call made Called Child A's Mother, Child B's Mother and Child C's Mother
02/20/2023	Inspection Completed-BCAL Sub. Compliance
03/03/2023	Contact- Telephone call made Left message to complete exit conference with Amy Brown

**ALLEGATION:** Child care staff members were not appropriately supervising Child A (male, age 4) and Child B (male, age 4) when Child A showed Child B his private parts.

**INVESTIGATION:** I completed an onsite inspection at the child care on 1/9/2023, during this time I spoke with child care staff members Amy Brown and Brenda Struble. Ms. Brown and Ms. Struble were getting the children ready to go outside at my arrival, so I interviewed the two of them out on the playground.

Ms. Brown explained that when children arrive in the morning, they get off the bus or are dropped off by their parents to her outside. She then brings them in groups to Ms. Struble and Ms. Gibbs who are in the gym inside the school. Ms. Brown stated that she was not in the gym when the incident with Child A (male, age 4) taking Child B (male, age 4) into the bathroom to show him his private parts occurred. Ms. Brown became aware when Ms. Struble approached her letting her know that Child B had just come to her telling her that Child A took him in the bathroom and showed him his private parts.

Ms. Brown asked Child A what had happened with Child A. He did not really want to talk about it, but he did say he went in the bathroom and showed Child B his private parts. Supervision has been increased around Child A; an adult is to be in close proximity to him and listening to what he is saying during large group. Also, all children must ask to go to the bathroom while gathered in the gym now instead of being able to use it freely as they did previously.

Ms. Struble explained that in the mornings herself and another child care staff member are stationed in the gym when the children enter. Children are typically allowed to use the bathroom that is in the gym at their own discretion. There are typically 16 child care children to two adults in this space. On 12/21/2022, Child B came up to her and said that Child A had showed him his private parts. She asked him some follow up questions about where and what they were doing. Child B explained that Child A told him to follow him in the bathroom and when they got in there, he showed him his privates.

While I was on the playground talking with the child care staff members, another staff member did come out to help supervise the children; the ratio at this time was now 16 children to 3 child care staff members. While I began to interview Ms. Struble, Ms. Brown noticed that a child had left the playground area through the gate, and she had to retrieve him from around the corner.

I observed the gym, the bathroom is a one stall bathroom located just behind a door in the gym, it is feasible to supervise this area while the children are gathering in the mornings.

I called Child A's Mother, Child B's Mother and Child C's Mother on 2/1/2022. I left a message with Child A's Mother and have not received a call back at the writing of this report.

Child B's Mother called back and left me a message stating she had no concerns with the child care.

Child C's Mother stated that Child C (male, age 4) is a big Mama's boy, but he loves to go to school. She stated that he loves Ms. Amy and talks about her all the time. He typically takes the bus, so she does not observe much of the child care staff members supervising the children but when she has been at the school. She has not noted any concerns.

<b>APPLICABLE RULE</b>	
<b>R 400.8125</b>	<b>Staff; volunteer; requirements.</b>
	<b>(1) All staff and volunteers shall provide appropriate care and supervision of children at all times.</b>
<b>ANALYSIS:</b>	<p>Child care staff members did not provide appropriate supervision of Child A and Child B when they entered the one stall bathroom together in the gym. This allowed for Child A to show Child B his private areas.</p> <p>I also observed one child leave the fenced in play area and round the corner before a child care staff member intervened during my onsite inspection.</p>
<b>CONCLUSION:</b>	<b>VIOLATION ESTABLISHED</b>

#### IV. RECOMMENDATION

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



03/06/2023

---

Tarah Kline  
Licensing Consultant

Date

Approved By:



03/06/2023

---

Candice Case-French  
Area Manager

Date