



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

MARLON I. BROWN, DPA
ACTING DIRECTOR

September 13, 2023

Sandra Ludwig
Manistee Area Public Schools
550 Maple Street
Manistee, MI 49660

RE: License #: DC510411915
Investigation #: 2023D1079007
MAPS Preschool

Dear Mrs. Ludwig:

I conducted a special investigation because the child care licensing division received information regarding your facility that related to licensing rules or law. The information was related to the following:

R 400.8125(1) Staff; volunteer; requirements

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

- I interviewed: the licensee designee, childcare staff member, and parents.
- I completed on-site inspections on the following dates: 07/18/2023.

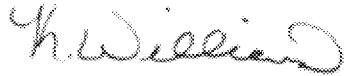
As a result of this investigation, I recommend no change to the current license status. I did not find any violations. The special investigation report is attached.

I recommend no change to the current license status.

| During this special investigation: | Yes | No |
|---|--------------------------|-------------------------------------|
| 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,

A handwritten signature in black ink, appearing to read "Kortney Williams". The signature is written in a cursive, slightly slanted style.

Kortney Williams, Licensing Consultant
Child Care Licensing Bureau
Suite 11
701 S. Elmwood
Traverse City, MI 49684
(231) 463-3177

enclosure

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

I. IDENTIFYING INFORMATION

| | |
|---------------------------------------|--|
| License #: | DC510411915 |
| Investigation #: | 2023D1079007 |
| Complaint Receipt Date: | 07/11/2023 |
| Investigation Initiation Date: | 07/18/2023 |
| Report Due Date: | 09/09/2023 |
| LicenseeName: | Manistee Area Public Schools |
| LicenseeAddress: | 550 Maple Street Manistee, MI 49660 |
| LicenseeTelephone #: | (231) 723-3521 |
| Administrator: | Sandra Ludwig, Designee |
| Licensee Designee: | Sandra Ludwig, Designee |
| Name of Facility: | MAPS Preschool |
| Facility Address: | 515 Bryant Ave Manistee, MI 49660 |
| Facility Telephone #: | (231) 398-3758 |
| Original Issuance Date: | 06/02/2022 |
| License Status: | REGULAR |
| Effective Date: | 12/02/2022 |
| Expiration Date: | 12/01/2024 |
| Capacity: | 100 |
| Program Type: | CHILD CARE CENTER |

II. ALLEGATION(S)

| | Violation Established? |
|---|---------------------------|
| Child A was running down stairs on the playground, jumped to skip some steps, and fell on his arm causing a fracture. | No |
| Additional Findings | No |

III. METHODOLOGY

| | |
|------------|---|
| 07/11/2023 | Special Investigation Intake 2023D1079007 |
| 07/18/2023 | Special Investigation Initiated - On Site Interview licensee designee and CCSM |
| 08/10/2023 | Contact - Telephone call made Spoke with Child A's Mother |
| 08/11/2023 | Contact - Telephone call made phone call to ccsm. |
| 09/08/2023 | Exit Conference with licensee designee |

ALLEGATION: Child A was running down the stairs on the playground, jumped to skip some steps, and fell on his arms causing a fracture.

INVESTIGATION: An incident report was received on 07/07/2023 reporting an injury of Child A (10 year old, male) on the playground. I conducted an unannounced on-site inspection and interviewed the licensee designee Sandra Ludwig and child care staff member 1 (CCSM 1). I explained to Sandra Ludwig the reason for my visit. She indicated that CCSM 1 and CCSM 2 were present on the playground. CCSM 1 stated her and CCSM 2 were outside getting set up for activities. A child was being dropped off, so she went to get the child. She was told by CCSM 2 to come back to the playground because Child A fell from the playground structure and may have broken his arm. Child A's Mother was called and she picked him up within 5 to 10 minutes to seek medical care. Child A reported to them he was trying to jump past two steps and fell.

I spoke with Child A's Mother regarding the incident. Her son had a fracture in his arm as a result of jumping off the playground structure. He will have to wear a cast for 4 weeks. She reported no concerns regarding supervision. Her son has been

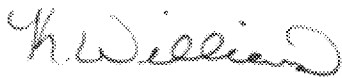
attending the program for several years. She is pleased with the program and the staff are great.

I called and left a message for CCSM 2 requesting a returned phone call. At the time of this report, I have not received a returned phone call.

| APPLICABLE RULE | |
|------------------------|---|
| R 400.8125 | Staff; volunteer; requirements. |
| | (1) All staff and volunteers shall provide appropriate care and supervision of children at all times. |
| ANALYSIS: | As a result of the investigation there is no evidence to support the lack of appropriate care and supervision when Child A was on the playground structure. |
| CONCLUSION: | VIOLATION NOT ESTABLISHED |

IV. RECOMMENDATION

I recommend no change to the current license status.



09/13/2023

Kortney Williams
Licensing Consultant

Date

Approved By:



09/13/2023

Candice Case-French
Area Manager

Date