



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

March 20, 2023

Gina Debelak
Alger Marquette Community Action Board
1125 Commerce Drive
Marquette, MI 49855

RE: License #: DC520383246
Phelps Early Childhood Center
700 E North Street
Ishpeming, MI 49849

Dear Ms. Debelak:

This letter is to advise you that the 3/14/2023 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](#).

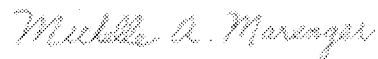
Violation cited	Noncompliance observed	Plan to correct	Date to be completed
R 400.8143(1): Children's records.	Of the ten child information cards reviewed, five of them were missing some Information.	The missing information was completed by parents. Cards will be reviewed upon enrolling a child.	3/2/23
R 400.8161(7): Emergency procedures.	Five of the fire drills logged from the current school year did not include the time of day the drill was held.	All teachers will make sure drill logs are filled out completely.	monthly

R 400.8380(1): Maintenance of premises.	In the PM only classroom, the cupboard under the hand washing sink is coming loose and is in need of repair.	Cabinet was repaired by maintenance man. Staff will let designee know when anything needs repair.	3/3/23
R 400.8380(3): Maintenance of premises.	In the PM only classroom, the self-closure on the door leading to outside needs adjusting. The door does not close fully on its own.	The door self-closure was repaired by maintenance man. Staff will let designee know when anything needs repair.	3/3/23

It is expected that the corrective action plan will be implemented within the time frames as outlined in your plan.

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 office at (517) 284-9730.

Sincerely,



Michelle A. Marenger, Licensing Consultant
 Child Care Licensing Bureau
 611 W. Ottawa Street
 P.O. Box 30664
 Lansing, MI 48909
 (906) 290-2618