



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

March 20, 2023

Christie Sipila
St Paul Lutheran Church
202 E Fifth St
Royal Oak, MI 48067

RE: License #: DC630018063
St Paul Lutheran School
508 Williams St
Royal Oak, MI 48067

Dear Ms. Sipila:

Attached is your renewal inspection report. You can find a copy of this renewal inspection report and any associated corrective action plans on our [website](#) under [Statewide Search for Licensed Child Care Centers and Homes](#). A description of when renewal inspection reports are completed can be found under [Overview of Licensing Reports](#).

During the renewal inspection on 03/13/2023, I found 1 violation(s) listed below and explained in the attached report: listed below and explained in the attached report: R400.8131(3) Professional development requirements.

Due to the violations, you must send us a corrective action plan by 04/10/2023. 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.

Upon receipt of an acceptable corrective action plan, a regular license will be issued. You will receive it in the mail.

During calendar year 2022:	Total
Number of serious injuries that occurred in facility.	0
Number of deaths that occurred in the facility.	0
Number of substantiated cases of abuse and/or neglect of a child that occurred at the facility.	0

Please contact me with any questions. In the event that I am not available and you need to speak to someone immediately, please contact the local office at (517) 284-9730.

Per MCL 722.113g, this report and any related corrective action plans must be filed in your Licensing Notebook.

Sincerely,



Cheryl Amare, Licensing Consultant
 Bureau of Community and Health Systems
 611 W. Ottawa Street
 P.O. Box 30664
 Lansing, MI 48909
 (248) 860-0896

enclosure

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
CHILD CARE LICENSING BUREAU
RENEWAL INSPECTION REPORT**

I. IDENTIFYING INFORMATION

License #:	DC630018063
Licensee Name:	St Paul Lutheran Church
Licensee Address:	202 E Fifth St Royal Oak, MI 48067
Licensee Telephone #:	(248) 541-0613
Licensee/Designee:	Christie Sipila, Designee
Name of Facility:	St Paul Lutheran School
Facility Address:	508 Williams St Royal Oak, MI 48067
Facility Telephone #:	(248) 546-6555
Original Issuance Date:	
Capacity:	30
Age Range:	Ages 2 years 6 months Thru 12 years
Program Components:	PRESCHOOL SCHOOL AGE BEFORE/AFTER SCHOOL

II. METHODS OF INSPECTION

Date of On-Site Inspection(s): 03/13/2023
 Date of Environmental Health Inspection: N/A
 Date of Fire Safety Inspection: 3/02/2023
 Date of Lead Hazard Risk Assessment, if applicable: 10/27/2016
 Date of Documentation of Playground Compliance, if applicable: 02/01/2010

		No. of Records Reviewed
No. of children enrolled in care	26	10
No. of staff employed	7	5
No. of volunteers	1	0
No. of children present at time of inspection	12	
No. of staff present at time of inspection	3	
No. of volunteers present at time of inspection	0	
No. of children interviewed/observed	12	
Persons Interviewed:		
Licensee/Licensee Designee	<input checked="" type="checkbox"/>	
Program Director	<input checked="" type="checkbox"/>	
Caregiving staff	<input checked="" type="checkbox"/>	

Approved Child Use Space: room 103, 111, 115, cafeteria, and gymnasium.
 Approved Program Director: Christie Sipila
 Approved Central Administrator: none
 Approved Variances: none
 Key Indicator Inspection: no

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

This renewal inspection involved a review of all applicable child care center administrative rules and statutes. Verification of compliance included direct observations of the physical environment and the program, discussions with staff, and a review of the center’s records, including staff records and children’s records. Staff records include background checks and training information. Children’s records include child information cards, physical examination dates, and immunizations.

At the time of the on-site inspection, I provided Ms. Sipila with technical assistance regarding the following Child Care Centers Licensing Rules:
 R400.8125(3)(4) Staff; volunteer, requirements.

During the inspection, the center was found to be in compliance with all applicable rules and statutes except for the following violations:

R 400.8131 Professional development requirements.

(3) Before caring for children, all child care staff members and unsupervised volunteers who work directly with children shall be trained on prevention of shaken baby syndrome, abusive head trauma and child maltreatment, and recognition and reporting of child abuse and neglect.

One staff hired in January 2023 has not completed the required training before caring for children.

IV. RECOMMENDATION

Upon receipt of an acceptable corrective action plan, I recommend issuance of a regular license to this child care center.



Cheryl Amare
Licensing Consultant

Date
03/20/2023