



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

February 25, 2022

Laura Poxon
West Bloomfield School District
5810 Commerce Road
West Bloomfield, MI 48324

RE: License #: DC630018589
Sheiko Elementary School
4500 Walnut Lake Road
W Bloomfield, MI 48323

Dear Mrs. Poxon:

This letter is to advise you that the 02/24/2022 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
MCL 722.115p Child care center, group child care home, or family child care home; potential or current child care staff member convicted of crime.	The center did not have the department determine the eligibility of one child care staff member (L.G.) before employing her at the center. L.G.'s hire date is in 02/2021. The center requested the department to determine L.G.'s eligibility on 02/05/2022.	L.G. will be determined to be eligible for employment. She will be supervised until she is eligible.	02/24/2022
R 400.8122 (9) Lead caregiver;	The center did not have one lead caregiver's (L.G.) official college transcripts	L.G. will provide official transcripts to be kept on file.	03/10/2022

qualifications; responsibilities.	on file at the center or at MiRegistry.		
R 400.8131 (12) Professional development requirements.	One of the five child care staff members (D.P.) did not complete the 2021 Refresher training.	D.P. will complete the 2021 Refresher training.	03/10/2022
R 400.8143 (6) (c) Children's records.	Two of the 12 children's records did not contain a physical evaluation of the children that notes any restrictions and is signed by a physician or the physician's designee within 30 days of the children's initial attendance. <ul style="list-style-type: none"> • One child's date of admission is 08/30/2021 and the physical evaluation is dated 11/04/2021. • One child's physical evaluation did not note any restrictions and was not signed by a physician or the physician's designee. 	Moving forward physical exams will be completed within 30 days of initial attendance.	02/24/2022

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

Sincerely,

A handwritten signature in cursive script, appearing to read "Alicia Wiggins". The signature is written in black ink on a white background.

Alicia Wiggins, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30664
Lansing, MI 48909
(248) 369-7892