



STATE OF MICHIGAN
 DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
 LANSING

GRETCHEN WHITMER
 GOVERNOR

ORLENE HAWKS
 DIRECTOR

May 3, 2023

Lynn McKim
 Huron Valley Schools
 2029 N. Milford Rd
 Highland, MI 48357

RE: License #: DC630019624
Lakewood School Age Care
1500 Bogie Lake Road
White Lake, MI 48383

Dear Ms. McKim:

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 04/14/2023, I found 5 violation(s) listed below and explained in the attached report: listed below and explained in the attached report:

R 400.8113	Program director qualifications; responsibilities.
R 400.8116	Multi-site school-age program director.
R 400.8131	Professional development requirements.
R 400.8143	Children's records.
R 400.8161	Emergency procedures.

Due to the violations, you must send us a corrective action plan by 05/26/2023. 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.

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.

Sincerely,



Thomasa Bond, Licensing Consultant
 Bureau of Community and Health Systems
 611 W. Ottawa Street
 P.O. Box 30664
 Lansing, MI 48909
 (248) 860-2439

Enclosure

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

I. IDENTIFYING INFORMATION

License #:	DC630019624
Licensee Name:	Huron Valley Schools
Licensee Address:	2029 N. Milford Rd Highland, MI 48357
Licensee Telephone #:	(248) 676-8457
Licensee/Designee:	Lynn McKim, Designee
Name of Facility:	Lakewood School Age Care
Facility Address:	1500 Bogie Lake Road White Lake, MI 48383
Facility Telephone #:	(248) 676-8468
Original Issuance Date:	
Capacity:	80
Age Range:	Ages 5 years 0 months Thru 12 years
Program Components:	SCHOOL AGE

II. METHODS OF INSPECTION

Date of On-Site Inspection(s): 04/14/2023
 Date of Environmental Health Inspection: N/A
 Date of Fire Safety Inspection: 03/10/2023
 Date of Lead Hazard Risk Assessment, if applicable: N/A
 Date of Documentation of Playground Compliance, if applicable: N/A

		No. of Records Reviewed	
No. of children enrolled in care	65	10	
No. of staff employed	5	5	
No. of volunteers	0	0	
No. of children present at time of inspection	13		
No. of staff present at time of inspection	4		
No. of volunteers present at time of inspection	0		
No. of children interviewed/observed	13		
Persons Interviewed:	Licensee/Licensee Designee	<input type="checkbox"/>	
	Program Director	<input type="checkbox"/>	
	Caregiving staff	<input checked="" type="checkbox"/>	

Approved Child Use Space: Cafeteria
 Approved Program Director: Alexander Rickens
 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.

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

R 400.8113	Program director qualifications; responsibilities.
	(13) Verification of the education, credentials, and experience of the program director must be kept on file at the center or made available online at MiRegistry.
<p>The center did not have the program director's qualifications on file.</p> <p>REPEAT VIOLATION ESTABLISHED LSR dated 05/28/2021 CAP dated 06/16/2021</p>	
R 400.8116	Multi-site school-age program director.
	(2) The multi-site school-age program director shall be at each site a minimum of 1 session per week and maintain written documentation of site visits, including dates and times.
<p>The program director is not completing one session per week and he is not spending one full session at the centers.</p>	
R 400.8131	Professional development requirements.
	<p>(6) All child care staff members who work directly with children shall complete 16 clock hours of professional development annually on topics relevant to job responsibilities that include, but are not limited to, any of the following subjects:</p> <ul style="list-style-type: none"> (a) Child development and learning. (b) Health, safety, and nutrition. (c) Family and community collaboration. (d) Program management. (e) Teaching and learning. (f) Observation, documentation, and assessment. (g) Interactions and guidance. (h) Child care center administrative rules.

One child care staff member did not complete the required sixteen clock hours of training in 2022.	
The program director did not have documentation of the required sixteen clock hours of training on file for 2022.	
R 400.8143	Children's records.
	(1) At the time of a child's initial attendance, a center shall obtain a child information card, using a form provided by the department or a comparable substitute, that is completed and signed by the child's parent. The center shall keep it on file and accessible in the center.
Ten child information cards were reviewed and six were incomplete.	
R 400.8161	Emergency procedures.
	(5) A fire drill program, consisting of at least 1 fire drill quarterly, must be established and implemented.
The center did not complete the required fire drills in 2022.	

IV. RECOMMENDATION

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

Thomasa Bond

05/03/2023

Thomasa Bond
Licensing Consultant

Date