



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

March 16, 2023

Kimberly McLean  
Lake Orion Community Schools  
Community Education  
455 E Scripps Rd  
Lake Orion, MI 48362

RE: License #: DC630019744  
**Webber Elementary**  
**3191 W Clarkston**  
**Lake Orion, MI 48359**

Dear Ms McLean:

This letter is a follow-up to the Department's findings regarding the interim inspection conducted at your center on 03/13/2023. The purpose of this inspection was to determine compliance with applicable licensing statutes and administrative rules for Child Care Centers.

The violations that were found are:

**R 400.8112 Comprehensive background check; fingerprinting.**

- (2) An applicant or licensee shall do all of the following:  
(e) Within the department's child care background check system, accurately complete and maintain the connection, disconnection, or withdrawn status of each individual associated with the license.

The licensee did not maintain the connection, disconnection, or withdraw status of each individual associated with the license. Child care staff member, Kathy Schultz was not connected to the license in the child care background system.

**R 400.8131 Professional development requirements.**

- (12) When the department of licensing and regulatory affairs or the department of education publishes a notice that a new health and safety update document or a new health and safety

update training activity has been published on MiRegistry, the licensee shall ensure that all personnel read and acknowledge the document or complete the activity within 6 month of the notice.

The licensee did not ensure that all personnel complete a published Miregistry activity within 6 months of the notice. Child care staff member, Salima Ghodbane did not complete the 2022 Health and Safety Refresher Course.

**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.

A complete child care information card was not obtained at the of each child's initial attendance. Seven of ten child information cards (substitute) were not completed. Missing information included, emergency contacts, parent employment, and physician information.

Due to the violations, you must send us a corrective action plan by 04/05/2023. 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, there will be no change to your license status.

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

You can find a copy of this inspection letter and any associated corrective action plans on our website under Statewide Search for Licensed Child Care Centers and Homes. A description of when inspection letters are completed can be found under Overview of Licensing Reports.

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,



Michelle Fruehan, Licensing Consultant  
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Lansing, MI 48909  
(248) 672-9158