



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

April 22, 2022

Dawn Wyatt
Troy School District
4400 Livernois
Troy, MI 48098

RE: License #: DC630020146

RE: SI LOG #: **Troy Union School
1340 E Square Lake R
Troy, MI 48098**

Dear Mrs. Wyatt:

This letter is to advise you that the 04/22/2022 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
R 400.8161 (2) Multi-site school-age program director.	The center did not have a visitation log for the program director.	Keep multi-site supervisor log in licensing binder.	04/22/2022
R 400.8125 (1) Staff; volunteer; requirements.	The center did not provide appropriate care and supervision when the staff left the children alone to answer the door for the parents.	Review child supervision procedure with site supervisor.	04/22/2022

R 400.8146 (1) Information provided to parents.	The licensing notebook statement states 2 years and the requirement is 3 years.	Correct licensing notebook policy language.	04/22/2022
R 400.8161 (5) Emergency procedures.	The center did not complete a fire drill in the second and fourth quarters of 2021.	Review fire drill protocol with site supervisor and multi-site supervisor.	04/22/2022

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,



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