



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

May 11, 2022

Federica Kasabasic  
School In The Pines Inc.  
3044 Tipsico Lake Rd  
Hartland, MI 48353

RE: License #: DC630096175

RE: SI LOG #: **School Bell**  
**4501 W Highland Rd**  
**Milford, MI 48380**

Dear Ms. Kasabasic:

This letter is to advise you that the 04/25/2022 corrective action plan you submitted, regarding each rule violation cited in the recently completed Interim Inspection 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
R400.8112 Comprehensive background check; fingerprinting (1)	The department did not determine a child care staff members eligibility prior to unsupervised contact with children. Child Care Staff Member, Sara Blackburn did not complete fingerprinting prior to working with children. Therefore, eligibility could not be determined.	Sara Hetchler formerly Sara Blackburn was fingerprinted on 4/1/2022 and was called back due to an error. She returned to have her fingerprints done again on 4/9/2022. At this time her results are pending. Going forward we will have the results in hand before any new staff start. Effective immediately. Natalie and Cheryl will be responsible for compliance with this regulation	Immediately-ongoing.

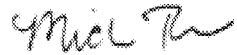
R400.8125 Staff; volunteer; requirements (5)	A written statement indicating that staff are aware that child abuse and neglect of children is against the law, that an individual has been informed of the center's policies on child abuse and neglect, and that individuals know that they are required by law to immediately report suspected abuse and neglect to children's protective services was not signed and dated by staff. One of five reviewed staff files did not contain this document.	The staff files have been updated, signed, and dated to include the following: (a) The individual is aware that abuse and neglect of children is against the law. (b) The individual has been informed of the center's policies on child abuse and neglect. (c) The individual knows that all staff and volunteers are required by law to immediately report suspected abuse and neglect to children's protective services. Cheryl Blackburn is responsible for new staff orientation and keeping staff files up to date and compliant. All staff are trained during orientation on Child abuse and neglect procedures and effective immediately will maintain record of the training in each staff file.	Immediately
R400.8143 Children's records (2)	Child information records were not reviewed and updated annually. Three of nine child information records were not updated within the last year. Cards were last updated on 7/18/2019, 1/18/2021, and 2/11/2021	The current child information records have been given to each family for each child and will be collected and reviewed by 4/15/2022. Going forward the child information records will be reviewed, updated, and initialed at least annually. Cheryl is responsible for maintaining compliance with this regulation	04/15/22-ongoing

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,



Michelle Fruehan, Licensing Consultant  
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P.O. Box 30664  
Lansing, MI 48909  
(248) 672-9158