



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF  
LIFELONG EDUCATION, ADVANCEMENT, AND POTENTIAL  
LANSING

Michelle Richard  
ACTING DIRECTOR

April 12, 2024

Attn: Shaniqua Silver  
School Bell  
4501 W Highland Rd  
Milford, MI, 48380

License Number: DC630096175

Dear Ms. Silver,

This letter is to advise you that the 04/11/2024 corrective action plan you submitted, regarding each rule violation cited in the recently completed Inspection, 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](#).

<b>Violation cited</b>	<b>Noncompliance observed</b>	<b>Plan to correct</b>	<b>Date to be completed</b>
R 400.8131(12)	V.L. did not complete the Refresher 2023 and Refresher 2022.	V.L. will complete the Refresher 2023 and Refresher 2022 within 7 days. All new hires will be required to complete the refresher courses.	04/18/2024
R 400.8110(4)	The child care center did not have a licensing notebook.	The program director will create a licensing notebook and make it accessible to the parents. The licensing notebook will be kept updated.	04/30/2024
R 400.8122(5)	V.L. has been the lead caregiver in the Preschool Classroom since 2021. She does not qualify as a lead caregiver. There are no qualified lead caregivers in the Preschool Classroom.	The child care center is interviewing for lead preschool teachers. The position will be filled within 30 days.	05/10/2024

R 400.8112(2)(f)	The licensee did not disconnect K.R. and N.R. immediately in the CCBC system.	The licensee will immediately disconnect former employees from the CCBC system. Ms. Natalie Church, licensee designee, will be in charge of this.	Immediately.
R 400.8131(2)	A.G. worked in the infant and toddler room. She did not complete the safe sleep training.	A.G. will complete the safe sleep training within 7 days. All new staff will complete the safe sleep training before working with infants and toddlers.	04/18/2024
R 400.8131(4)	A.G., K.T., and D.N. did not complete the Health and Safety Part A which includes the prevention and control of infectious disease training, including immunizations.	A.G., K.T., and D.N. did not complete the Health and Safety Part A, B and C. All new staff will complete the training before working with children.	04/18/2024
R 400.8131(3)	A.G., K.T., and D.N., did not complete Health and Safety Part A which includes the prevention of shaken baby syndrome, abusive head trauma and child maltreatment, and recognition and reporting of child abuse and neglect.	A.G., K.T., and D.N. did not complete the Health and Safety Part A, B and C. All new staff will complete the training before working with children.	04/18/2024
R 400.8161(1)(c)	The child care center did not have other natural or man-made disasters policy.	The program director will create a man-made disaster procedures and implement the steps within 7 days. The program director will also revise the current emergency procedures.	04/18/2024
R 400.8131(5)	V.L. did not complete the Health and Safety training.	V.L.. did not complete the Health and Safety Part A, B and C. All new staff will complete the training before working with children.	04/18/2024

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 Thanh Biehl at (734) 417-8580 or [biehl@michigan.gov](mailto:biehl@michigan.gov). In the event that Thanh Biehl is not available and you need to speak to someone immediately, please contact the Child Care Licensing Bureau at 517-284-9730.

Sincerely,

A handwritten signature in blue ink that reads "Thanh C. Biehl". The signature is written in a cursive style with a large initial 'T'.

Thanh Biehl, Licensing Consultant