



STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

GRETCHEN WHITMER  
GOVERNOR

ORLENE HAWKS  
DIRECTOR

April 17, 2023

Cheryl Blackburn  
School In The Pines Inc.  
3044 Tipsico Lake Rd  
Hartland, MI 48353

RE: License #: DC630096175  
School Bell  
4501 W Highland Rd  
Milford, MI 48380

Dear Ms. Blackburn:

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](#).

You gave us an acceptable written corrective action plan. We will send you a regular license in the mail.

During the renewal inspection on 04/17/2023, I found 18 violation(s) listed below and explained in the attached report: listed below and explained in the attached report:

<b>R400.8112 Comprehensive background check; fingerprinting.</b>
<b>R400.8122 Lead caregiver; qualifications; responsibilities.</b>
<b>R400.8125 Staff; volunteer; requirements.</b>
<b>R400.8128 Staff; volunteer; tuberculosis.</b>
<b>R400.8131 Professional development requirements.</b>
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<b>R400.8134 Hand washing</b>
<b>R400.8140 Discipline.</b>
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<b>R400.8146 Information provided to parents.</b>
<b>R400.8161 Emergency procedures.</b>
<b>R400.8176 Equipment</b>
<b>R400.8320 Food preparation</b>
<b>R400.8325 Sanitization</b>

Due to the violations, you must send us a corrective action plan by 05/09/2023. 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.

Due to the infant safe sleep violation(s), all of your infant child care staff members must take training on infant safe sleep. This must be included in your corrective action plan. In addition, a follow up inspection may be made to check compliance with the infant safe sleep rules.

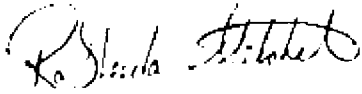
Upon receipt of an acceptable corrective action plan, a regular license will be issued. You will receive it in the mail.

<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>

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 (248) 975-5053.

Per MCL 722.113g, this report and any related corrective action plans must be filed in your Licensing Notebook.

Sincerely,

A handwritten signature in black ink, appearing to read "RaSheeda Mitchell". The signature is written in a cursive, flowing style.

RaSheeda Mitchell, Licensing Consultant  
Bureau of Community and Health Systems  
611 W. Ottawa Street  
P.O. Box 30664  
Lansing, MI 48909  
(248) 762-1915

Enclosure

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

**I. IDENTIFYING INFORMATION**

**License#:** DC630096175

**Licensee Name:** School In The Pines Inc.

**Licensee Address:** 3044 Tipsico Lake Rd  
Hartland, MI 48353

**Licensee Telephone #:** (248) 887-3013

**Licensee/Designee:** Cheryl Blackburn, Designee

**Name of Facility:** School Bell

**Facility Address:** 4501 W Highland Rd  
Milford, MI 48380

**Facility Telephone #:** (248) 887-3013

**Original Issuance Date:** 04/16/2001

**Capacity:** 47

**Age Range:** Ages Birth Thru 10 years

**Program Components:** TRANSPORTATION  
PRESCHOOL  
SCHOOL AGE  
INFANT/TODDLER  
FOOD SERVICE

**II. METHODS OF INSPECTION**

Date of On-Site Inspection(s): 04/17/2023  
 Date of Environmental Health Inspection: 01/31/2023  
 Date of Fire Safety Inspection: 02/03/2023, 03/21/2023  
 Date of Lead Hazard Risk Assessment, if applicable: 10/14/2016  
 Date of Documentation of Playground Compliance, if applicable: 09/22/2010

		No. of Records Reviewed
No. of children enrolled in care	34	10
No. of staff employed	6	6
No. of volunteers	0	0
No. of children present at time of inspection	24	
No. of staff present at time of inspection	4	
No. of volunteers present at time of inspection	0	
No. of children interviewed/observed	24	
Persons Interviewed:	Licensee/Licensee Designee	<input checked="" type="checkbox"/>
	Program Director	<input checked="" type="checkbox"/>
	Caregiving staff	<input checked="" type="checkbox"/>

Approved Child Use Space: Infant/toddler room area, preschool room, pre-k/summer camp room, play room 1 and play room 2 are approved for child use space.  
 Approved Program Director: Cheryl Blackburn  
 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 400.8112                    Comprehensive background check; fingerprinting.**

(2) An applicant or licensee shall do all of the following:

(b) Maintain a copy of the completed and signed form or forms for each individual entered into the child care background check system under the license.

A signed consent and disclosure form for caregiver, K.O. was not on file.

**R 400.8122                    Lead caregiver; qualifications; responsibilities.**

(9) Verification of the education, credentials, and experience of each lead caregiver shall be kept on file at the center or at MiRegistry.

Verification of education and credentials were not on file for identified lead caregivers, S.S and D.C.

**R 400.8125                    Staff; volunteer; requirements.**

(5) A written statement must be signed and dated by staff and volunteers at the time of hiring or before volunteering indicating all of the following information:

(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.

Three of the six child care staff members (CCSM) did not have a signed statement with the information indicated in this rule on file.

**REPEAT VIOLATION ESTABLISHED**

**LSR Date: 04/07/2022**

**Corrective Action Plan dated: 04/25/2022**

**R 400.8128                    Staff; volunteer; tuberculosis.**

A center shall keep on file at the center evidence to verify that each child care staff member and each volunteer who has contact with children at least 4 hours per week for more than 2 consecutive weeks is free from communicable tuberculosis (TB). Verification of TB status is required within 1 year before employment or volunteering.

CCSM, S.S, D.C and N.O. did not have evidence to verify that they were free from communicable tuberculosis on file.

**R 400.8131 Professional development requirements.**

(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...

CCSM, V. L., K.R. and C.B. did not have 16 clock hours of training on file for the 2021 and 2022 calendar years.

**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.

CCSM, V. L., K.R. and C.B. did not have verification that the 2022 required refresher course was completed. CCSM, K.R. did not have verification of the 2021 or 2022 on file.

**R 400.8131 Professional development requirements.**

(2) Child care staff members shall have training that includes information about prevention of sudden infant death syndrome and use of safe sleep practices before caring for infants and toddlers.

Verification of safe sleep practices was not on file for identified infant/toddler lead, S.S. When she looked through her MiRegistry account she provided verification that she was only registered for the course but had not completed it. She has been working at the facility as a lead of the room since Feb 2023.

**R 400.8131 Professional development requirements.**

(3) Before caring for children, all child care staff members and unsupervised volunteers who work directly with children shall be trained on prevention of shaken baby syndrome, abusive head trauma and child maltreatment, and recognition and reporting of child abuse and neglect.

Verification that the training of this rule was completed was not on file for CCSM's, S.S, D.C and N.O.

**R 400.8131 Professional development requirements.**

(4) Before unsupervised contact with children, all child care staff members who work directly with children shall complete prevention and control of infectious disease training, including immunizations.

Verification that the training of this rule was completed was not on file for CCSM's, S.S, D.C and N.O.

**R 400.8131 Professional development requirements.**

(5) Within 90 days of being hired, or the first day as an unsupervised volunteer, all child care staff members and unsupervised volunteers who work directly with children shall complete the following trainings, which may count toward annual professional development hours and are available at MiRegistry:

- (a) Administration of medication.
- (b) Prevention of and response to emergencies due to food and allergic reactions.
- (c) Building and physical premises safety.
- (d) Emergency preparedness and response planning.
- (e) Handling and storage of hazardous materials and appropriate disposal of bio-contaminants.
- (f) Precautions in transporting children, if applicable.
- (g) Child development.

Verification that the training of this rule was completed was not on file for CCSM, K.R. This staff member has been employed since 2015.

**R 400.8134 Hand washing.**

(2) All staff and volunteers shall wash their hands at all of the following times:

- (g) After handling bodily fluids.

I observed CCSM, D.C. wipe a child runny nose followed by opening up another child snack. I immediately brought this to her attention at which time she washed her hands.

**R 400.8140 Discipline.**

(2) All of the following means of punishment are prohibited:  
(c) Restricting a child's movement by binding or tying him or her.

I observed CCSM, D.C. grab a child in an aggressive manor and hold the child in the chair as she stood behind him with her arm pressed up against his lower stomach area. I observed her grab another child by his right arm in an aggressive manor as

she spoke with him about behaviors she did not agree with. When I brought this concern to her attention, she told me she was trained in restraining children. I informed her none of the behaviors I observed warranted any of the children being restrained.

**R 400.8140            Discipline.**

(2) All of the following means of punishment are prohibited:

(d) Inflicting mental or emotional punishment, such as humiliating, shaming, or threatening a child.

I observed CCSM, D.C. threaten a child on 4 occasions that she would go get someone else to deal with his behaviors if he did not stop the behaviors she didn't agree with. It was later shared with me that the individual was a staff member working in the infant room who had relationship with the child. I also observed her telling the children that their choices were bad, and they would miss out on activities is they did not listen.

**R 400.8146            Information provided to parents.**

(3) For infants and toddlers, a center shall provide parents with a written daily record that includes at least the following information:

(a) Food intake time, type of food, and amount eaten.

(b) Sleeping patterns indicating when and how long the child slept.

(c) Elimination patterns, including bowel movements, consistency, and frequency.

(d) Developmental milestones.

(e) Changes in the child's usual behaviors.

Written daily records are not provided to the parents. Ms. Blackburn shared this was something that the facility used to do but she was told by her superior it was no longer required.

**R 400.8161            Emergency procedures.**

(5) A fire drill program, consisting of at least 1 fire drill quarterly, must be established and implemented.

Fire drills were not noted as practiced during the 2<sup>nd</sup>, 3<sup>rd</sup> or 4<sup>th</sup> quarter of the 2021 calendar year.

**R 400.8176            Equipment**

(3) A crib or porta-crib must be provided for all infants in care.

Ms. Blackburn confirmed infants 9 months of age were currently being enrolled in care. I did not observe any cribs in the infant/toddler area. I observed that a child born 04/20/2022 was enrolled on March 1, 2023, making him 10 months at the time of enrollment. The facility confirmed the child has not slept in a crib since his

enrollment and only sleeps on a cot. Ms. Blackburn confirmed knowledge that infants should sleep alone in a crib.

**R 400.8320 Food preparation.**

(8) The temperature of potentially hazardous foods must be 41 degrees Fahrenheit or below, or 135 degrees Fahrenheit or above, at all times, except during necessary periods of preparation.

The refrigerator temperature used in the infant/toddler room had a reading of 151 degrees Fahrenheit. The settings of the refrigerator were turned up to a cooler temperature and 2 hours later it still read over 150 degrees Fahrenheit.

**R 400.8325 Sanitization.**

(1) All tableware, utensils, food contact surfaces, and food service equipment must be thoroughly washed, rinsed, and sanitized after each use. Multi-purpose tables must be thoroughly washed, rinsed, and sanitized before and after they are used for meals or snacks.

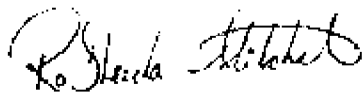
The multipurpose table in the young preschool was not washed, rinsed, and sanitized after morning snack. I observed the children transition to playing with blocks on the table and reading books.

Upon receipt of an acceptable corrective action plan, I recommend increased monitoring with no change to the status of the license.

**I provided technical assistance and consultation on the following:**

- Ensure child information cards are completed in their entirety.
- Update licensing notebook language to include requirements of R400.8146(1)(I)(i-iii)
- Ensure all required emergency procedures under R400.8161 are posted (including R400.8161(2))

**IV. RECOMMENDATION**



04/17/2023

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RaSheeda Mitchell  
Licensing Consultant

Date