



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

GRETCHEN WHITMER
 GOVERNOR

MICHELLE RICHARD
 ACTING DIRECTOR

01/05/2024

Kellie McDonald
 Alpha Schools, Inc.
 935 E. Silverbell,
 Lake Orion, MI, 48360

License Number: DC630285568
 Special Investigation Number: SI-00078893

Dear Ms. McDonald,

I conducted a special investigation because child care licensing received a complaint against your facility that related to licensing rules or law. The allegations were related to the following:

Rule/Law Number	Rule Description
R 400.8125(1)	All staff and volunteers shall provide appropriate care and supervision of children at all times.

The details of the allegations are in the attached report. To investigate the allegations:

- I interviewed the complainant, child care staff members and parents.
- I completed on-site inspections on the following dates: 11/3/23.

As a result of this investigation, I found the following violation(s):

Rule/Law Number	Rule Description
R 400.8125(1)	All staff and volunteers shall provide appropriate care and supervision of children at all times.

Due to the violations, you must send us a [corrective action plan](#) by 01/25/2024. You can use our corrective action plan form or create your own.

If you need help writing the corrective action plan, please contact licensing consultant Bagvati Yedur at (248) 736-1869 or yedurb@michigan.gov. If you do not

send a corrective action plan, you may face disciplinary action. The corrective action plan must include the following:

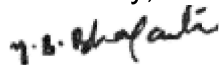
- How compliance with each rule will be achieved.
- Who is directly responsible for implementing the corrective action for each violation.
- Specific time frames for each violation as to when the correction will be completed or implemented.
- How continuing compliance will be maintained once compliance is achieved.
- The signature of the responsible party and a date.

During this special investigation:	Yes	No
A rule or law violation was found and a serious injury or death occurred.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
A rule or law violation was found and abuse and/or neglect of a child occurred.	<input type="checkbox"/>	<input checked="" type="checkbox"/>

This report and any related corrective action plans must be filed in your licensing notebook. This report and any related corrective action plans will be online for parents to review under the [Statewide Search for Licensed Child Care Centers and Homes](#).

Please review this report for accuracy and contact your consultant, Bagvati Yedur at (248) 736-1869 or yedurb@michigan.gov. In the event that Bagvati Yedur is not available and you need to speak to someone immediately, please contact the Child Care Licensing Bureau at 517-284-9730.

Sincerely,



Bagvati Yedur, Licensing Consultant
 Bureau of Community and Health Systems
 611 W. Ottawa Street
 P.O. Box 30664
 Lansing, MI 48909
 (248) 736-1869

Enclosure

**DEPARTMENT OF LIFELONG EDUCATION, ADVANCEMENT AND POTENTIAL
CHILD CARE LICENSING BUREAU**

Report Type: Special Investigation Report

Date of Report: 01/05/2024

Special Investigation Number	Complaint/Incident Receipt Date
SI-00078893	10/30/2023
Investigation Initiation Date	Report Due Date
10/31/2023	12/30/2023
License Number	Licensee Name(s)
DC630285568	Alpha Schools, Inc.
Facility Name	Licensee Designee(s)
The Goddard School	Kellie Lynn McDonald Emily Suzanne Hines
Program Type	Central Administrator(s)
Center	None
Capacity	Program Director(s) Name
177	Emily Suzanne Hines Qualifications: R 400.8113(7)(b)and 9 Date PD Approved: 7/29/21
Facility Address	Mailing Address
935 E. Silverbell, Lake Orion, MI, 48360	935 E. Silverbell, Lake Orion, MI, 48360
Facility Phone Number	Facility Email Address
2483644401	dlakeorionmi@goddardschools.com
Original License Issuance Date	License Status:
8/16/2007	Regular
License Effective Date:	License Expiration Date:
2/14/2022	2/13/2024

ALLEGATION(S)

	Violation Established?	
Child A was left unattended in the classroom while the rest of the class went out to the playground.	Yes	

METHODOLOGY

Date	Activity
10/31/2023	Special Investigation Case Created SI-00078893
10/31/2023	Special Investigation Initiated via Phone Call Interviewed CCSM 1 about the incident.

10/31/2023	Contact – Phone Call Made Interviewed Child A's mother.
11/3/2023	Inspection Completed On-Site 11 am to 12:30 pm. Interviewed CCSM 1 and CCSM 2.
12/15/2023	Exit Conference conducted with licensee designee Kellie McDonald.

ALLEGATION: Child A was left unattended in the classroom while the rest of the class went out to the playground.

INVESTIGATION:

On 10/27/23, I received a voicemail from CCSM 1 who stated that a child was left unattended in the preschool classroom that evening and parents were contacted regarding the same. The voicemail also said that an incident report would be sent the next day. On 10/30/23, I received an incident report from the program director, Ms. Hines stating that while taking children outside to the playground, a proper “Name to Face” count was not conducted, and Child A was left unattended in the classroom. Another parent (Child B’s mother) arrived to pick up her child and notified the office staff that there was a child unattended in the classroom. The office staff assisted in reuniting Child A with the classroom staff members.

On 10/31/23, I interviewed Child A’s mother who said that she received a call from the center stating that Child A was left in the classroom unattended for a couple of minutes while the rest of the class went outside for outdoor recess. Child A’s mother said that Child A did not mention anything to her, and it appears that it did not have much effect on her. Child A’s mother said that she was upset and concerned, but she trusts that the staff members would not let that happen again. Child A’s mother was comfortable sending Child A back to the center.

On 11/3/23, I conducted an unannounced onsite inspection. I saw the preschool room, and the room was open, with no hiding spots.

On 11/3/23, I interviewed the program director, Ms. Hines who said that she was not present at the center when the incident occurred. Ms. Hines said that she was aware that there were two child care staff members in the room at the time of the incident: CCSM 2 and CCSM 3. Ms. Hines said that CCSM 2 and CCSM 3 were written up for their actions and provided supervision training.

I reviewed the attendance records for the staff members and the students in the classroom. There were 13 preschoolers with 2 staff members; CCSM 2 and CCSM 3.

On 11/3/23, I interviewed CCSM 1 who said that she was in the office when a parent brought Child A into the office stating that Child A was alone in the classroom. CCSM 1 said that she took Child A outside and reunited her to the rest of her class. CCSM 1 said that she did not see Child A crying or in any distress. When she took Child A outside, the staff members in the classroom had not realized that Child A was not in the group with them. CCSM 1 said that it was probably within five minutes that Child A was found in the classroom and reunited with her class. CCSM 1 said that Child B's mother found Child A in the classroom.

On 11/3/23, I interviewed CCSM 2 who said that CCSM 3 was at the door in front of the line of children before taking them outside. CCSM 2 grabbed the emergency bag and walked to the end of the line. CCSM 3 did the name to face count of children and said that there were 13 children. CCSM 2 thought there were 13 children in the classroom and did not count again. After they proceeded outside, they did not repeat the name to face count, and they are required to do so. When another staff member brought Child A outside, she realized that Child A had not been with them. CCSM 2 said that Child A looked a little confused, but she was not crying or appear to be any distress. CCSM 2 said that she and CCSM 3 did not realize that they had left a child inside the classroom. CCSM 2 said that it was probably within five minutes that Child A was not in her group, and Child A was probably on the couch with a blanket covered on her. Child A did not want any snack that day and she preferred to stay on the couch. CCSM 2 was not sure if Child A was in line and ran back to the couch or she was never in line to go outside. CCSM 2 said that she did not talk to Child A's mother and does not know anything further about this incident. CCSM 2 said that she had worked at the center for over a year, and this had never happened to her.

On 11/20/23, I interviewed CCSM 3 who said that he was in the front of the line. CCSM 3 said that he recalls counting but probably counted wrong. CCSM 3 said that it was an imperfect face to name count, but he did not count again after they reached the playground. He was required to do so. CCSM 3 said that he could not recall how they went wrong but did not realize that Child A was left behind in the classroom. He did not see Child A crying at any time. CCSM 3 said that he explained the whole incident to Child A's mother and apologized for the same. It seemed that Child A's mother was understanding about it. CCSM 3 said that he was written up for this and provided with supervision training and the face to name policy training online on 10/31/23.

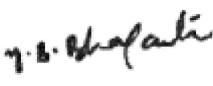
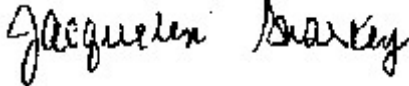
On 12/13/23, I interviewed Child B's mother who said that she found Child A in the classroom by herself when she came to pick up her daughter from the center. Child A was standing and looking confused and not knowing what to do. Child A did not appear to be in distress and not crying. Child B's mother brought Child A out of the classroom and let the office staff know about it. Child B's mother said that she did not follow up on what happened next.

RULE/STATUTORY VIOLATIONS:

APPLICABLE RULES	
R 400.8125(1)	All staff and volunteers shall provide appropriate care and supervision of children at all times.
ANALYSIS:	The staff members in the preschool room did not provide appropriate care and supervision to Child A since Child A was left unattended in the classroom while the other children in the classroom went for outdoor recess.
CONCLUSION:	Repeat Violation Established Violation Established: 7/9/2021. SIR dated: 7/9/21. Corrective action plan dated:7/16/21

BUREAU RECOMMENDATION

Bureau Recommendation
Upon receipt of an acceptable corrective action plan, I recommend no change in the status of the license.

Approved By:	
 Bagvati Yedur Consultant Date	 Jacquelin Sharkey Area Manager Date
1/02/2024	1/5/24