



STATE OF MICHIGAN  
 DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
 LANSING

GRETCHEN WHITMER  
 GOVERNOR

Marlon I. Brown, DPA  
 ACTING DIRECTOR

11/28/2023

Nicole Harris  
 Frost Elementary School  
 723 Cottage, Pontiac, MI, , 48342

License Number: DC630297670  
 Investigation Number: 2023D0431015

Dear Ms. Harris,

This letter is to advise you that the 09/18/2023 corrective action plan you submitted, regarding each rule violation cited in the recently completed Child Care Special Investigation Case, 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 400.8140(2)(a)	CCSM 2 observed CCSM 1 utilize inappropriate discipline when she grabbed Child A by the shirt collar. Ms. Harris confirmed that CCSM 2 informed her on 05/24/2023 CCSM 1 grabbed Child A by the collar utilizing inappropriate discipline.	Employee no longer at Frost Elementary.	08/24/2023
R 400.8158(4)	Ms. Harris did not provide the department with a written report within 72 hours of learning that CCSM 1 utilized inappropriate discipline with Child A. Ms. Harris stated that she was not aware that she was required to provide a written report	All incidents will be reported immediately even when directors is not present.	09/18/2023

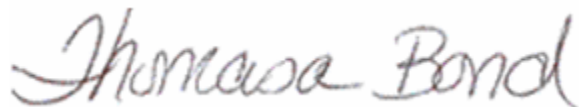
	within 72 hours of being informed that CCSM 1 was utilizing inappropriate discipline when she grabbed Child A by the collar.		
R 400.8143(1)	Child A's information card was missing the following: date of admission, employment name and number, and other release, emergency medical permission.	Staff will ensure employer is listed on child information record.	09/18/2023
R 400.8158(2)(b)	Ms. Harris did not contact the department or Child A's Mother within 24 hours of the incident. Ms. Harris acknowledged that it was her responsibility to inform the department and Child A's Mother when she learned that CCSM 1 had grabbed Child A by the collar.	All incidents will be reported immediately even when directors is not present.	09/18/2023

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 Thomasa Bond at (248) 860-2439 or bondt2@michigan.gov. In the event that Thomasa Bond is not available and you need to speak to someone immediately, please contact the Child Care Licensing Bureau at 517-284-9730.

Sincerely,



Thomasa Bond, Licensing Consultant