



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

April 8, 2022

Cathrine Broessel
KCE Champions LLC
17050 Dorset Ave.
Southfield, MI 48075

RE: License #: DC630308483
McIntyre Elementary School
19600 Saratoga Blvd.
Southfield, MI 48076

Dear Ms. Broessel:

This letter is a follow-up to the Department's findings regarding the interim inspection conducted at your center on 04/05/2022. The purpose of this inspection was to determine compliance with applicable licensing statutes and administrative rules for Child Care Centers.

During the on-site inspection, I observed children in care engaged in a variety of developmentally appropriate activities, including outdoor play, discussions about meditation, and playing with Legos. The child care staff members' interaction with the children was positive and nurturing.

The violations that were found are:

R 400.8113 Program director qualifications; responsibilities.

(8) School-age program directors shall meet 1 of the following qualifications shown in Table 2:

TABLE 2 School-Age Program Director Qualifications			
	Education	Coursework in a Child-Related Field	Hours of Experience
(a)	Bachelor's degree or higher in a child-related field		
(b)	Montessori credential with	12 semester hours and	480 hours
(bc)	Associate's degree in a child-related field and →		480 hours
(d)	Valid Michigan school-age/ youth development credential with	12 semester hours and →	480 hours
(e)	Valid child development associate credential with →	12 semester hours and →	480 hours
(f)	Sixty semester hours with →	12 semester hours and →	720 hours
(g)	High school diploma or GED with →	6 semester hours and →	2,880 hours

McIntyre Elementary School does not have an approved qualified school-age program director.

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.

One of the four child care staff members (R.D.) did not complete the 2021 Health and Safety Refresher.

R 400.8143 Children's records.

(1) At the time of a child's initial attendance, a center shall obtain a child information card, using a form provided by the department or a comparable substitute, that is completed and signed by the child's parent. The center shall keep it on file and accessible in the center.

Five of the ten children's information cards reviewed were missing information including allergies, special needs, special instructions information, parent's employer name and phone number, physician's name and phone number.

One of the ten children's records was missing a child information card, using a form provided by the department or a comparable substitute, that is completed and signed by the child's parent.

REPEAT VIOLATION ESTABLISHED
LSR Report dated 07/17/2019
Corrective Action Plan dated 07/23/2019

Due to the violations, you must send us a corrective action plan by 04/28/2022. 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.

Upon receipt of an acceptable corrective action plan, there will be no change to your license status.

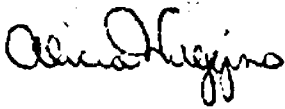
During calendar year 2021:	Total
Number of serious injuries that occurred in facility.	0
Number of deaths that occurred in the facility.	0
Number of substantiated cases of abuse and/or neglect of a child that occurred at the facility.	0

You can find a copy of this inspection letter and any associated corrective action plans on our [website](#) under [Statewide Search for Licensed Child Care Centers and Homes](#). A description of when inspection letters are completed can be found under [Overview of Licensing Reports](#).

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 (517) 284-9730.

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 that reads "Alicia Wiggins". The signature is written in a cursive style with a large initial "A" and a long, sweeping underline.

Alicia Wiggins, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30664
Lansing, MI 48909
(248) 369-7892