



STATE OF MICHIGAN
 DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
 LANSING

GRETCHEN WHITMER
 GOVERNOR

ORLENE HAWKS
 DIRECTOR

March 22, 2022

Charlotte Raheem
 24000 Lahser
 Southfield, MI 48033

RE: License #: DC630382423
 2022D0895003
 RE: SI LOG #: It's A New Day
 24000 Lahser
 Southfield, MI 48033

Dear Ms. Raheem:

This letter is to advise you that the 03/17/2022 corrective action plan you submitted, regarding each rule violation cited in the recently completed Special Investigation Report, 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](#).

Violation cited	Noncompliance observed	Plan to correct	Date to be completed
R400.8110 (6) Applicant; licensee; licensee designee; requirements	Ms. Charlotte Raheem is not maintaining accurate records detailing daily arrival and departure times for each child care staff members. I reviewed the attendance records for November 18, 2021. Ms. Jameelah Raheem, Ms. Rasheeda Knowles and Ms. Charlotte Raheem did not sign-in on the attendance record.	The program director will monitor the daily sign-attendance to ensure all staff have signed in.	03/21/2022

	I reviewed the attendance records for November 22, 2021, Ms. Qur'an Raheem and Ms. Rasheeda Knowles did not sign-in on the attendance record.		
R400.8122 (5) Lead Caregiver; Qualifications; Responsibilities	<p>On November 22, 2021, the lead caregivers, Ms. Knowles, Ms. Qur'an Raheem and Ms. Billingslea did not have the credentials to be lead caregivers. Ms. Knowles and Ms. Billingslea have no education in child development. Ms. Qur'an Raheem had a Preschool CDA which expired on September 10, 2020.</p> <p>On January 11, 2022, Ms. Charlotte Raheem is the lead caregiver in the preschool classroom, and Ms. Qur'an Raheem is the lead caregiver in the infant classroom. Ms. Manetta Brooks was hired on December 10, 2021, for the toddler classroom. Ms. Brooks does not qualify as a lead caregiver. She does not have any credentials or education in child care.</p> <p>On February 1, 2022, I received a copy of Ms. Qur'an Raheem's CDA Preschool certificate. The CDA is valid from January 10, 2022 through January 10, 2025.</p>	<p>Two staff members are currently enrolled and working on obtaining their Infant and Toddler Center Based CDA Credential.</p> <p>During the staff meeting on 02/15/2022, the program director spoke with the child care staff members regarding training sessions. Bi-weekly meetings will occur to achieve completion. The Director will check course work and review online test scores weekly.</p>	07/05/2022
R400.8122 (7) Lead Caregiver;	Lead caregivers for infants and toddlers did not have 3 semester hours, 4.5 CEUs	Two staff members are currently enrolled and working on obtaining	07/05/2022

<p>Qualifications; Responsibilities</p>	<p>or 45 hours of MiRegistry approved infant and toddler development and care practices within 6 months of hire.</p> <p>Ms. Qur'an Raheem and Ms. Charlotte Raheem have not completed at least 3 semester hours, 4.5 CEUs or 45 hours of MiRegistry approved infant and toddler development and care practices.</p>	<p>their Infant and Toddler Center Based CDA Credential.</p> <p>During the staff meeting on 02/15/2022, the program director spoke with the child care staff members regarding training sessions. Bi-weekly meetings will occur to achieve completion. The Director will check course work and review online test scores weekly.</p>	
<p>R400.8143 (11) Children's records</p>	<p>On November 22, 2021, there were seven children present in the Infant Classroom but only six children were signed in on the attendance sheet. Child K was not signed-in on the attendance record.</p>	<p>The program director will monitor the daily attendance record to ensure all children are signed in.</p>	<p>03/21/2022</p>
<p>R400.8182 (3)(a) Ratio and Group Size Requirements</p>	<p>The infant classroom was out of ratio on November 18 and November 22, 2021. On November 18, 2021, Ms. Qur'an Raheem admitted to being alone with five children in care (Child F, Child G, Child H, Child I and Child J).</p> <p>On November 22, 2021, Ms. Jameelah Raheem was alone with seven children in care (Child E, Child F, Child G, Child H, Child I Child J and Child K). Ms. Charlotte Raheem was off, and Ms. Qur'an Raheem did not arrive at the center until 11:15 A.M.</p>	<p>The program director will post Infant and Toddler Lead Assistant Teacher employment with Indeed.</p> <p>We will be awaiting responses to setup interviews. The program director contacted community colleges to inquire of posting jobs for Early Childhood Education at their school.</p>	<p>03/21/2022</p>

<p>R400.8330 (10) Food Services and Nutrition Generally</p>	<p>The menus are not planned in advance, dated, and posted in a place visible to parents.</p> <p>Ms. Charlotte Raheem admitted that the posted menu is inaccurate. An updated menu has not been planned, and she does not follow the menu. Some of the children are picky eaters so she cooks whatever they want to eat.</p> <p>Child B's Mother, Child E's Mother, Child F's Mother and Child G's Mother all said they have not received a menu in at least two months.</p> <p>On January 31, 2022, I observed the menu, dated January 24 through January 28, 2022, posted on a bulletin board by the front door. The menu for the week of January 31 was not posted.</p> <p>On January 31, 2022, I received a copy of the menu January 31 through February 4, 2022.</p>	<p>The program director will implement the CACFP guidelines for preparing meals and snacks. The program director will post menus in the lobby, on our parent board, and in the kitchen. Parents will be given monthly menu calendars.</p> <p>The program director will include disclaimer "Food shortages at this time are nationwide and our center is experiencing shortage, and unavailable products. We will try to stay as true to the menu as possible but it is out of our hands. We appreciate your patience and understanding."</p> <p>The program director will implement perspective changes and inform parents with updated menus.</p>	<p>03/21/2022</p>
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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 me with any questions. In the event

that I am not available and you need to speak to someone immediately, you may contact the local office at (517) 284-9730.

Sincerely,

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

Thanh Biehl, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30664
Lansing, MI 48909
(734) 417-8580