



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

May 1, 2023

Heather Vanaman
Dixie Baptist Church
8585 Dixie Highway
Clarkston, MI 48348

RE: License #: DC630383426

**Children's Ark Development Center
8585 Dixie Hwy
Clarkston, MI 48348**

Dear Ms. Vanaman:

This letter is to advise you that the 04/28/2023 corrective action plan you submitted, regarding each rule violation cited in the recently completed Renewal Licensing Study 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
R 400.8110(3)(a) Applicant; licensee; licensee designee; requirements.	The letter extending the license beyond the expiration date was not posted.	The license with the extension letter will be posted.	4/20/23
R 400.8112(1)(c) Comprehensive background check; fingerprinting.	One of the staff members in the toddler room 1 was working with the children without being fingerprinted to determine the individual's eligibility to be a staff member.	Background check will be completed prior to working at the center.	4/20/23

<p>R 400.8113(3)(b) Program director qualifications; responsibilities.</p>	<p>The program director will be unable to conduct day-to-day operations of the child care center from 8 am to 3 pm since she is also a full time kindergarten teacher in the same building.</p>	<p>A co-program director. Jennifer Mckenna has been established in the beginning of this school year.</p>	<p>4/4/23</p>
<p>R 400.8125(1) Staff; volunteer; requirements.</p>	<p>The staff member in K-4 classroom allowed a child to go to the bathroom across the hallway and closed the door of the classroom without maintaining a line of sight of the child. The staff members in Toddler room 1 provided a book to the children and placed the children in the cribs for more than 20 minutes at nap time. None of the children were sleepy and allowed to play in the play area since they had to clean the floor after lunch.</p>	<p>Children will be supervised going to the bathroom. Toddler room will arrange for another time for the cleaning to allow for children to play after lunch.</p>	<p>4/4/23</p>
<p>R 400.8125(4) Staff; volunteer; requirements.</p>	<p>The volunteer supervision policy did not include a statement that any individual registered on public sex offender registry (PSOR) is prohibited for having contact with any child in care.</p>	<p>The Ark will have a written policy regarding screening volunteers for PSOR verification.</p>	<p>4/20/23</p>
<p>R 400.8131(11) Professional development requirements.</p>	<p>There was no verification of professional development for four staff members for 2021. There was no documentation for Ms. Hall,</p>	<p>The staff will have documentation of completed training.</p>	<p>4/20/23</p>

<p>R 400.8131(12) Professional development requirements.</p>	<p>Ms. Moses and Ms. Myers. There were thirteen hours documented for Ms. Aderholdt.</p> <p>Out of the six staff records reviewed, 1 staff member did not complete the health and safety update training published by the MiRegistry for 2021.</p>	<p>All staff will complete the health and safety refresher training update.</p>	<p>4/30/23</p>
<p>R 400.8131(5) Professional development requirements.</p>	<p>Out of the six staff records reviewed one staff member did not have professional development hours in the above-mentioned topics.</p>	<p>Staff will complete the training hours.</p>	<p>4/20/23</p>
<p>R 400.8137(1)(d) Diapering; toileting.</p>	<p>The diapering table in the Infant room 2 classroom did not have railings or barrier to prevent falls.</p>	<p>A railing will be installed on the diapering table in Nursery 2 room.</p>	<p>5/1/23</p>
<p>R 400.8137(8) Diapering; toileting.</p>	<p>The staff member in toddler room 1 did not change her disposable gloves after each diaper change. She wore the same set of gloves for all the ten children.</p>	<p>Gloves will be changed between diapering.</p>	<p>4/4/23</p>
<p>R 400.8143(11) Children's records.</p>	<p>The electronic records for the children's attendance were not accurate for the week of 3/20/23 to 3/24/23. There were several records with either no arrival time, departure time or both for certain days.</p>	<p>Attendance will be taken by staff daily to record arrival and pick up times.</p>	<p>4/4/23</p>
<p>R 400.8143(6) Children's records.</p>	<p>Out of the ten children's records reviewed, two physical evaluations did not</p>	<p>All health appraisal forms will be checked to make sure</p>	<p>4/4/23</p>

	complete the recommendations on the form denoting any activity restrictions.	recommendations with any restrictions are noted.	
R 400.8152(5) Medication; Administrative procedures.	There was one Epi-pen that had expired in March 2023.	Medications will be checked regularly to make sure that they are up-to-date and not expired.	4/4/23
R 400.8170(11) Outdoor play area.	The outdoor play area had a swing and climbing equipment newly added to the playground without a playground inspection.	The climbing equipment with the swing will be inspected or removed if not inspected.	5/1/23
R 400.8173(2) Equipment	The current list of unsafe children's products provided by the department was not posted at the center.	The current recall list will be posted and updated on an ongoing basis.	4/4/23
R 400.8173(4) Equipment.	There was a rug placed in the K-3 classroom that was curled up and not in good repair. I observed a child tripping on it during inspection.	The rug was removed.	4/4/23
R 400.8176(17) Sleeping equipment.	The blankets in the toddler 1 classroom were touching each other.	The blankets will be distributed separately instead of gathered together and handed out.	4/4/23
R 400.8182(3)(a) Ratio and group size requirements.	During my inspection, Toddler room 2 had nine children over the age of 2.5 years and one child under the age of 2.5 years with only two staff members from	The staff will be scheduled appropriately and adjusted to accommodate a child under 30 months of age.	4/4/23

	<p>approximately 10:30 am to noon. The room was out of ratio. The program director indicated that an unexpected child arrived, and they called for an extra staff member who could not make it on time.</p>		
R 400.8320(5) Food preparation.	The staff member in K-4 classroom served pop tarts for snack to the children with bare hands.	Staff will wear gloves while directly touching the food.	4/4/23
R 400.8330(12) Food services and nutrition generally.	Cereal was added to the milk for a toddler in the toddler 1 classroom prior to obtaining written permission from the parent.	Parental permission will be obtained before adding food to the bottle. Verification obtained on 4/5/23.	4/4/23
R 400.8340(3) Food services and nutrition; provided by parents.	Three bottles in the toddler room 1 did not have last names or the date on them. Three bottles in the infant room did not have dates on them.	Bottles will be labeled appropriately.	4/4/23
R 400.8510(6) Plans; specifications; submission; approval; inspections.	The fuel-fired water heaters were not inspected by a licensed mechanical inspector at the time of renewal inspection. The inspection was completed on 4/6/23.	Water heater inspection will be done on time.	4/6/23
R 400.8520(14) Interior Finishes.	Combustible decorative materials were hanging from the ceiling in K-4 room.	Hanging decorations will be removed from K-4 classroom.	4/4/23

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,



Bagvati Yedur, Licensing Consultant
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