



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

MARLON I. BROWN, DPA
ACTING DIRECTOR

November 8, 2023

Brooke Bunting
Shelby Early Childhood Center
155 Sixth St.
Shelby, MI 49455

RE: License # DC640303951
Shelby Early Childhood Center
155 Sixth St.
Shelby, MI 49455

Dear Ms. Bunting:

This letter is a follow-up to the incident report you submitted on 10/10/2023. The purpose of the report was to inform the department that a child was left unaccounted for at the bus area. Issues with a new computer system prevented the department from sending you this letter earlier.

The rule violation established is:

R 400.8125 Staff; volunteer; requirements.

(1) All staff and volunteers shall provide appropriate care and supervision of children at all times.

Child care staff members did not provide appropriate care and supervision of children when one child was unaccounted for in the bus pick-up area.

On 10/13/2023, you gave us an acceptable written corrective action plan.

You can find a copy of this confirming letter and any associated corrective action plans on our [website](#) under [Statewide Search for Licensed Child Care Centers and Homes](#). A description of when confirming 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.

Sincerely,

Amanda Wendell

Amanda Wendell, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30837
Lansing, MI 48909

(231) 492-5410