



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

May 16, 2023

Teresa Mead  
Shelby Public Schools  
525 N. State St  
Shelby, MI 49455

RE: License #: DC640303951  
**Shelby Early Childhood Center**  
**155 Sixth Street**  
**Shelby, MI 49455**

Dear Ms. Mead:

This letter is a follow-up to the Department's findings regarding the interim inspection conducted at your center on 05/16/2023. The purpose of this inspection was to determine compliance with applicable licensing statutes and administrative rules for Child Care Centers.

At the onsite inspection, I observed five sections of GSRP and Head Start preschool. I observed children eating breakfast, participating in circle and planning time, choice time, clean up, and gym. I also observed transitions between activities and between the classroom and the gym. During breakfast, staff were sitting with the children and were encouraging them to try foods. During choice time, staff were playing with the children at their various activities. Appropriate care and supervision was provided. I also observed a staff member utilize positive methods of discipline in conflict resolution between two children.

As a result of the inspection, I did not find any rule or law violations.

During the exit conference, technical assistance/consultation was provided regarding the following:

- I reminded Ms. Mead and Ms. Johnsen to review child information cards at enrollment for completion.
- I talked with Ms. Mead and Ms. Johnsen about creating specific emergency procedures for children with special needs or chronic medical conditions in the future, with examples.

<b>During calendar year 2022:</b>	<b>Total</b>
Number of serious injuries that occurred in facility.	<b>0</b>
Number of deaths that occurred in the facility.	<b>0</b>
Number of substantiated cases of abuse and/or neglect of a child that occurred at the facility.	<b>0</b>

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, if you continue to maintain one.

Sincerely,

*Amanda Wendell*

Amanda Wendell, Licensing Consultant  
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