



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

February 23, 2023

Meredith Long
Tri-Cities YMCA
1 Y Drive
Grand Haven, MI 49417

RE: License #: DC700022814
RE: SI LOG #: 2023D0608001
Learning Tree Preschool
1 Y Drive
Grand Haven, MI 49417

Dear Ms. Long:

This letter is to advise you that the 02/21/2023 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
R 400.8125(1)	Child A was not appropriately supervised when she was left unattended on a community playground. CCSM's Ms. Turner and Ms. Bremer were not aware Child A was left on the playground until approximately 30 minutes after the classroom returned to the facility.	Immediately following the incident an all staff meeting with all CCSM's was executed. CCSM's reviewed program supervision policies and were re-trained in all supervision policies, including a roll call using the daily roster with child's name, headcount and visual confirmation. Staff will receive quarterly refresher training in all program policies, including supervision and transition of children.	12/14/2022 Ongoing, every three months. (August,

		<p>CCSM all staff meeting reviewed the incident and identified failings and policy noncompliance.</p> <p>Implemented CCSM pledge regarding appropriate care and supervision of children. All CCSM's signed the pledge. Signed copy added to each CCSM's employee file.</p> <p>Changed staff schedules to ensure shift changes do not occur while programming is outside.</p> <p>Changed drop-off procedures during outside time to require a staff member to retrieve the child from inside the childcare center instead of the parent bringing the child outside.</p> <p>Developed Program Quality Checks that leadership staff members can complete at any time by observing child care programming, children, and CCSM's.</p> <p>Written disciplinary action was documented for both CCSM A and B, including grounds for termination, and added to their employee file.</p>	<p>December, April)</p> <p>Completed 1/9/2023</p> <p>Completed 1/9/2023</p> <p>Completed 1/9/2023</p> <p>Completed 1/19/2023</p> <p>Ongoing, weekly</p> <p>Completed 1/9/2023</p>
--	--	--	---

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 cursive script that reads "Lisa Bush".

Lisa Bush, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30664
Lansing, MI 48909
(616) 558-0326