



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

April 12, 2022

Kayla Schneeberger  
St. Martin Lutheran Church  
10995 Canada Road  
Birch Run, MI 48415

RE: License #: DC730254851  
2022D0656004  
RE: SI LOG #: **Peace of Mind Child Development Center**  
**10995 Canada Road**  
**Birch Run, MI 48415**

Dear Ms. Schneeberger:

This letter is to advise you that the 04/11/2022 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
MCL 722.120 (1)(c) Investigation, inspection, and examination of conditions...	There is a preponderance of evidence to support that Ms. Schneeberger did not provide accurate and truthful information during the first interview. She did come forward with truthful information when told that she was required to do so and that I had other information that states she was aware of the situation	The Board has placed the Director on a corrective action plan/probationary period for at least 6 months. The plan includes detailed actions that will be completed and monitor and maintain accountability.  The Director will complete the Child Care Director Certification from the ChildCare Education Institute, which provides in depth education on all aspects of being a director (60 hours)	Completed 4/11/22  By 10/11/22

		<p>Cameras have been placed in all classrooms as well as in hallway. All board members have access to the cameras and can view them at any time.</p> <p>All current staff will meet with the Board of Directors to review employee handbook. For new staff this will be done within two weeks of hire. The handbook review will include expectations and requirements to comply with all investigations in an accurate and truthful manner, as well as the review of disciplinary actions and method for contacting Board members.</p>	<p>Completed 4/04/22</p> <p>By 5/31/22</p>
R 400.8125 (1) Staff; volunteer; requirements.	There is a preponderance of evidence that Ms. Cox provided inappropriate care when she put a blanket over Child A and held him down on his cot. Ms. Cox was observed doing this more than one time.	<p>All staff will complete courses from the Childcare Education Institute on how to use positive guidance in the classrooms.</p> <p>All staff will receive training from director regarding nature of violation and that it is not appropriate care.</p> <p>All staff and children will remain in the classrooms during nap time. The staff have been trained on this expectation.</p> <p>The director will develop a 30/60/90-day training plan using CCEI course for all staff.</p> <p>The staff member that did not provide appropriate care was on leave since the violation and terminated on 4/8/22.</p>	<p>By 4/29/22</p> <p>By 4/15/22</p> <p>Completed 2/15/22</p> <p>By 4/29/22</p> <p>4/08/22</p>

<p>R 400.8122 (2)(6) Lead caregiver; qualifications; responsibilities.</p>	<p>Ms. Schneeberger admitted to not being in the toddler room for at least six hours a day as required.</p>	<p>All classrooms will have a lead caregiver that works for a minimum of 6 hours a day.</p> <p>The Director will prepare the staff schedule, and one lead teacher will verify the schedule to ensure ongoing compliance.</p> <p>Each lead teacher will be reminded of this requirement and will assist the director in monitoring ongoing compliance.</p>	<p>Completed 3/7/22</p> <p>4/11/22</p> <p>4/11/22</p>
<p>R 400.8146 (1)(h) Information provided to parents.</p>	<p>The parent handbook did not include the parent notification policy for accidents, injuries, and incidents.</p>	<p>The parent handbook will be revised to include parent notification plan/policy for accidents, injuries, and incidents.</p> <p>The revised handbook will be provided to all parents.</p> <p>All staff will be trained on the revised policy.</p>	<p>3/30/22</p> <p>By 4/18/22</p> <p>By 4/18/22</p>

Sincerely,




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