



STATE OF MICHIGAN  
 DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
 LANSING

GRETCHEN WHITMER  
 GOVERNOR

ORLENE HAWKS  
 DIRECTOR

April 11, 2023

Monica Slack  
 St. Paul's Lutheran Church  
 420 W. Liberty  
 Ann Arbor, MI 48103

RE: License #: DC810019529  
 Investigation #: 2023D0931009  
 St Paul's Early Childhood Center

Dear Ms. Slack:

I conducted a special investigation because the child care licensing bureau received a complaint against your facility that related to licensing rules or law. The allegations were related to the following:

- R400.8182(3)(a) Ratio and group size requirements
- R400.8182(7) Ratio and group size requirements
- R400.8335(1) Food services and nutrition; provided by center
- R400.8380(2) Maintenance of premises
- R400.8112(1)(e) Comprehensive background; fingerprinting

The details of the allegations are in the attached report. To investigate the allegations:

- I interviewed the person who made the complaint, program director, licensee de caregivers, parents.
- I completed an onsite inspection on 02/16/2023.

As a result of this investigation, I recommend no change to the current license status. I did not find any violations. The special investigation report is attached.

During this special investigation:	Yes	No
A rule or law violation was found and a serious injury or death occurred.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
A rule or law violation was found and abuse and/or neglect of a child occurred.	<input type="checkbox"/>	<input checked="" type="checkbox"/>

This report and any related corrective action plans must be filed in your licensing notebook. This report and any related corrective action plans will be online for parents to review under the Statewide Search for Licensed Child Care Centers and Homes.

Please review the enclosed documentation for accuracy and 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,

A handwritten signature in cursive script that reads "Dalerie Hughes".

Dalerie Hughes, Licensing Consultant  
Child Care Licensing Bureau  
611 W. Ottawa Street  
P.O. Box 30664  
Lansing, MI 48909  
(517) 284-9730

enclosure

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
CHILD CARE LICENSING BUREAU  
SPECIAL INVESTIGATION REPORT**

**I. IDENTIFYING INFORMATION**

<b>License #:</b>	DC810019529
<b>Investigation #:</b>	2023D0931009
<b>Complaint Receipt Date:</b>	02/14/2023
<b>Investigation Initiation Date:</b>	02/16/2023
<b>Report Due Date:</b>	04/15/2023
<b>Licensee Name:</b>	St. Paul's Lutheran Church
<b>Licensee Address:</b>	420 W. Liberty Ann Arbor, MI 48103
<b>Licensee Telephone #:</b>	(734) 668-0887
<b>Administrator:</b>	Monica Slack, Designee
<b>Licensee Designee:</b>	Monica Slack, Designee
<b>Name of Facility:</b>	St Paul's Early Childhood Center
<b>Facility Address:</b>	Main Church/Annex 420 W. Liberty St. Ann Arbor, MI 48103
<b>Facility Telephone #:</b>	(734) 747-6360
<b>Original Issuance Date:</b>	10/02/1987
<b>License Status:</b>	REGULAR
<b>Effective Date:</b>	04/27/2022
<b>Expiration Date:</b>	04/26/2024
<b>Capacity:</b>	12
<b>Program Type:</b>	CHILD CARE CENTER

## II. ALLEGATION(S)

	Violation Established?
The child care center operates daily out of ratio	No
The child care center does not provide healthy snacks and milk.	No
There are mouse droppings in the cabinets underneath the sink.	No
Children were left alone in a classroom with a visiting college student.	No

## III. METHODOLOGY

02/14/2023	Special Investigation Intake 2023D0931009
02/16/2023	Special Investigation Initiated - On Site Interviewed program director Cheryl Crawford and Child Care Staff Member 1, Child Care Staff Member 2, Child Care Staff Member 3, and Child Care Staff Member 4  (From 12:00 p.m.-1:30 p.m.)
02/16/2023	Contact - Telephone call made Telephone call to complainant
03/01/2023	Contact - Telephone call made Spoke to Child A's Mother
03/01/2023	Contact - Telephone call made Spoke to Child B's Mother
03/20/2023	Exit Conference Spoke to licensee designee Monica Slack

**ALLEGATION: The child care center operates daily out of ratio.**

**INVESTIGATION:** On February 16, 2023, I spoke to the Complainant. Complainant stated the center is understaffed and operates daily out of ratio.

On February 16, 2023, I completed an unannounced on-site inspection at the child care center. I individually interviewed program director, Cheryl Crawford-Gore, Child Care Staff Member 1, Child Care Staff Member 2, Child Care Staff Member 3, and Child Care Staff Member 4.

Ms. Crawford-Gore denied the child care center ever operates out of ratio. She stated that she was working in the preschool classrooms to ensure that ratio is maintained. She also stated that she fired a child care staff member last week and she is not surprised that allegations were reported. Due to not being able to hire another child care staff member in a timely manner, the two preschool classrooms closed on February 10, 2023, and will no longer operate. The child care center will only provide infant and toddler care.

Child Care Staff Member 1, Child Care Staff Member 2, Child Care Staff Member 3, and Child Care Staff Member 4 all denied the center ever operates out of ratio.

During my on-site inspection Ms. Crawford-Gore provided the daily attendance records and schedules of children and child care staff members for the previous two months. I did not observe any classroom to be out of ratio on any days. During my on-site inspection I observed seven infant and toddlers' ages birth-30 months present with three child care staff members. No preschool children were present, as the two preschool classrooms are no longer operating.

On March 1, 2023, I spoke to Child A's Mother and Child B's Mother. They both stated they never observed the center to operate of ratio.

<b>APPLICABLE RULE</b>	
<b>R 400.8182</b>	<b>Ratio and group size requirements.</b>
	<b>(3) In each room or well-defined space, the maximum group size and ratio of caregivers to children, including children related to a staff member or the licensee, shall be the following:</b>  <b>(a) For infants and toddlers, there shall be 1 caregiver for 4 children and a maximum group size of 12.</b>

<b>ANALYSIS:</b>	The child care center was in daily compliance of maintaining proper ratio in the Infant/Toddler room, which is ages birth-30 months by having one child staff member to four children present.
<b>CONCLUSION:</b>	<b>VIOLATION NOT ESTABLISHED</b>

<b>APPLICABLE RULE</b>	
<b>R 400.8182</b>	<b>Ratio and group size requirements.</b>
	<b>(7) In there are children of mixed ages in the same room or well-defined space, then the ratio and group size is determined by the age of the youngest child, unless each group of children is clearly separated and the appropriate child care staff member-to-child ratios and group sizes, if applicable, for each age group are maintained.</b>
<b>ANALYSIS:</b>	The child care center was in compliance of maintaining proper ratios in the preschool classrooms, which was a mixed age group of children 3-5 years of age by having one child care member to ten children present.
<b>CONCLUSION:</b>	<b>VIOLATION NOT ESTABLISHED</b>

**ALLEGATION:** The child care center does not provide healthy snacks and milk.

**INVESTIGATION:** On February 16, 2023, I spoke to Complainant. Complainant stated the child care center does not serve fruit, vegetables or milk for snacks.

On February 16, 2023, I completed an unannounced on-site inspection at the child care center. I individually interviewed program director, Cheryl Crawford-Gore, Child Care Staff Member 1, Child Care Staff Member 2, Child Care Staff Member 3, and Child Care Staff Member 4. Ms. Crawford-Gore stated the center daily provides a healthy breakfast and two healthy snacks with milk. Parents are responsible for providing lunches for their children.

Child Care Staff Member 1, Child Care Staff Member 2, Child Care Staff Member 3, and Child Care Staff Member 4 all stated that the center daily provides a healthy breakfast and two healthy snacks with milk. I observed the breakfast and snack

menu to follow the required guidelines of the Child and Adult Care Food Program. I also observed a variety of fruits, vegetables, grains, and milk at the child care center.

On March 1, 2023, I spoke to Child A’s Mother. She stated that she always observed the snack menu to provide healthy foods and milk. She also stated that Child A often told her that he had fruit and various grains such as bagels or crackers along with milk for snacks.

On March 1, 2023, I spoke to Child B’s Mother. She stated that she observed the snack menu and snacks served to provide healthy foods and milk.

<b>APPLICABLE RULE</b>	
<b>R 400.8335</b>	<b>Food services and nutrition; provided by center.</b>
	<b>(1) Food and beverages provided by a center must be of sufficient quantity and nutritional quality to provide for the dietary needs of each child according to the minimum meal requirements of the child and adult care food program (CACFP), as administered by the Michigan department of education, based on 7 CFR part 226, 1-1-18 edition, (2018) of the United States Department of Agriculture, Food and Nutrition Service, CACFP, and is hereby adopted by reference. A copy can be obtained at no cost from CACFP at <a href="http://www.fns.usda.gov/cacfp/meals-and-snacks">http://www.fns.usda.gov/cacfp/meals-and-snacks</a>. In addition, a copy is available for inspection and distribution at no cost at the Michigan Department of Licensing and Regulatory Affairs, Bureau of Community and Health Systems, Child Care Division, 611 West Ottawa Street, Lansing, MI 48933.</b>
<b>ANALYSIS:</b>	The child care center is in compliance with providing snacks and milk that meet sufficient nutritional quality following the guidelines of the Child and Adult Food Program.
<b>CONCLUSION:</b>	<b>VIOLATION NOT ESTABLISHED</b>

**ALLEGATION:** There are mouse droppings in the cabinets underneath the sink.

**INVESTIGATION:** On February 16, 2023, I spoke to Complainant. Complainant stated that there are mouse droppings in the cabinet underneath the sink in the kitchen. On February 16, 2023, I completed an unannounced on-site inspection at the child care center. I individually interviewed program director, Cheryl Crawford-

Gore, Child Care Staff Member 1, Child Care Staff Member 2, Child Care Staff Member 3, and Child Care Staff Member 4.

Ms. Crawford-Gore denied observing current mouse droppings at the child care center. She stated that approximately three months prior she observed mouse droppings underneath the sink in the kitchen. She stated that she immediately contacted a professional pest management company to provide extermination and ongoing monthly pest management services. I observed a receipt and log of services provided by the company.

Child Care Staff Member 1 stated that she never observed mouse droppings. She stated that Ms. Crawford-Gore observed mouse droppings and now has a professional pest management company to provide monthly extermination and pest management services.

Child Care Staff Member 2 and Child Care Staff Member 3 both stated they never observed mouse droppings. However, a professional pest management company provides monthly extermination and pest management services.

Child Care Staff Member 4 denied observing current mouse droppings. She stated that she and Ms. Crawford-Gore observed mouse droppings approximately three months prior in the cabinet underneath the sink in the kitchen while cleaning. Ms. Crawford-Gore immediately contacted a professional pest management company to provide extermination and ongoing monthly pest management services.

On March 1, 2023, I spoke to Child A's Mother. She stated that she never observed mouse droppings at the child care center. She also stated that she went into the kitchen daily to drop off Child A's lunch and did not observe mouse dropping in the kitchen. Child A's Mother stated that she was a stay-at-home mother and often went to the center unannounced at various times and never had concerns with the child care center.

<b>APPLICABLE RULE</b>	
<b>R 400.8380</b>	<b>Maintenance of premises.</b>
	<b>(2) The premises must be maintained so as to eliminate and prevent rodent and insect harborage.</b>

<b>ANALYSIS:</b>	Although Ms. Crawford-Gore observed mouse droppings approximately three months ago she immediately contacted a professional pest management company to provide monthly extermination and pest management services. Therefore, the child care center is in compliance with eliminating and preventing rodents.
<b>CONCLUSION:</b>	<b>VIOLATION NOT ESTABLISHED</b>

**ALLEGATION:** Children were left alone in a classroom with a visiting college student.

**INVESTIGATION:** On February 16, 2023, I spoke to Complainant. Complainant stated on February 9, 2023, children were left alone in a classroom with a college student that was visiting the classroom.

On February 16, 2023, I completed an unannounced on-site inspection at the child care center. I individually interviewed program director, Cheryl Crawford-Gore, Child Care Staff Member 1, Child Care Staff Member 2, Child Care Staff Member 3, and Child Care Staff Member 4.

Ms. Crawford-Gore denied that children were left alone on February 9, 2023, or any other day with a college student visiting the classroom. She stated that no college students visited the child care center. She also stated that the child care center does not have unsupervised or supervised volunteers or college students, and the child care center only employs paid child care staff members. Ms. Crawford-Gore provided the daily attendance records and schedules of children and child care staff members. On February 9, 2023, I only observed child care staff members to be present on the attendance sheet. I did not observe any unsupervised or supervised volunteers or other visitors to be present on the attendance sheet.

Child Care Staff Member 1, Child Care Staff Member 2, Child Care Staff Member 3, and Child Care Staff Member 4 all denied that children were left alone on February 9, 2023, with a college student visiting the classroom. They all stated that no college students visited the child care center. They also stated the child care center does not have unsupervised or supervised volunteers or college students working at the child care center.

On March 1, 2023, I spoke to Child A's Mother and Child B's Mother They both stated that they never observed college students or anyone other than child care staff members present at the child care center in the classrooms with the children.

<b>APPLICABLE RULE</b>	
<b>R 400.8112</b>	<b>Comprehensive background check; fingerprinting.</b>
	<b>(1) Pursuant to sections 5n and 5q of the act, MCL 722.155n and 722.155q, before an individual has unsupervised contact with children, the department shall determine the individual's eligibility to be any of the following: (e) An unsupervised volunteer.</b>
<b>ANALYSIS:</b>	The child care center is in compliance of not allowing anyone not determined by the department to be eligible to have unsupervised contact with the children.
<b>CONCLUSION:</b>	<b>VIOLATION NOT ESTABLISHED</b>

#### IV. RECOMMENDATION

I recommend no change to the current license status.

*Dalerie Hughes*

April 11, 2023

Dalerie Hughes  
Licensing Consultant

Date

Approved By:

*Darlese McConnell*

04/11/2023

Darlese McConnell  
Area Manager

Date