



STATE OF MICHIGAN  
 DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
 LANSING

GRETCHEN WHITMER  
 GOVERNOR

ORLENE HAWKS  
 DIRECTOR

June 6, 2023

Angel Claybrook  
 Childtime Childcare, Inc.  
 Suite 100  
 21333 Haggerty Road  
 Novi, MI 48375

RE: License #: DC810294578  
 2023D0428010  
 RE: SI LOG #: **Childtime Learning Center #0628**  
**4220 Plymouth Rd**  
**Ann Arbor, MI 48105**

Dear Ms. Claybrook:

This letter is to advise you that the 06/06/2023 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
R400.8182 (3)(a) Ratio and group size requirements.	During the onsite inspection on February 27, 2023, the Toddler 2 room was not following the required 1:4 child care staff member to child ratio with two child care staff members with 11 children ranging in age from 18 months to 2 years. Program director Angel Claybrook also admitted that the toddlers, and two classrooms are usually out	School management has continuously hired employees to assist in maintaining classroom ratio. We are continuously hiring as applicants apply, along with marketing and using other tools to outsource and obtain more staff members. School management continues to monitor daily schedules and shift employee schedules when needed to maintain ratio in the classrooms.	05/16/2023

	of ratio two to three days a week due to the center being short staffed.		
R400.8182 (3)(b) Ratio and group size requirements.	During the onsite inspection on February 27, 2023, the early preschool classroom with children ranging in age from 2 ½ to 5 years was out of ratio with 1 child care staff member and 17 children. The preschool room with children ranging in age from 2 ½ to 4 years was out of ratio with 1 child care staff member and 15 children.	School management has continuously hired employees to assist in maintaining classroom ratio. We are continuously hiring as applicants apply, along with marketing and using other tools to outsource and obtain more staff members. School management continues to monitor daily schedules and shift employee schedules when needed to maintain ratio in the classrooms.	05/16/2023
R400.8182 (7) Ratio and group size requirements.	During the onsite inspection on February 27, 2023, the preschool children were combined with the pre-k children in the preschool classroom with one child care staff member and 17 children ranging in age from 2 ½ to 5 years of age. The classroom was not following the required 1:8 child care staff member to child ratio and exceeded the maximum group size of 16 for 2 ½ year old children.	School management has continuously hired employees to assist in maintaining classroom ratio. We are continuously hiring as applicants apply, along with marketing and using other tools to outsource and obtain more staff members. School management continues to monitor daily schedules and shift employee schedules when needed to maintain ratio in the classrooms.	05/16/2023

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 "Kathryn Curreathers".

Kathryn Curreathers, Licensing Consultant  
Bureau of Community and Health Systems  
611 W. Ottawa Street  
P.O. Box 30664  
Lansing, MI 48909  
(248) 860-3127