



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF
LIFELONG EDUCATION, ADVANCEMENT, AND POTENTIAL
LANSING

Michelle Richard
ACTING DIRECTOR

7/10/2024

Joy Franklin
Emerson School
19500 Curtis, Detroit, MI, , 48219

License Number: DC820288703

Dear Ms. Franklin,

This letter is to advise you that the 6/24/2024 corrective action plan you submitted, regarding each rule violation cited in the recently completed Inspection, 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 400.8110(3)(c)	In room 108, there was no notice posted regarding comprehensive background check on its employees and unsupervised volunteers.	PreK administration and teaching staff will adhere to the applicant; licensee; licensee designee requirements to ensure a notice stating that the center requires a comprehensive background check on its employees and unsupervised volunteers are accessible and visible to parents. PreK administration team will review classroom licensing board to monitor all required documents and postings for the center and for	ongoing

		parents are available to view at all times.	
R 400.8131(12)	One of the nine child care staff records reviewed did not complete the health and safety refresher training in 2021.	Identified staff person will complete 2021 health and safety refresher course requirements to support their role as caregiver and will submit a copy of the training certificate to satisfy licensing requirement. Completed training certificates will be filed in the licensing binder on site to provide supportive documentation of required trainings. Pre-K administrative staff will monitor MiRegistry activity to ensure required trainings are completed throughout the school year.	ongoing
R 400.8161(5)	The center did not complete quarterly fire drills was not completed in 2023. Fire drills was completed on 2/28/2023, 5/1/2023, 9/2/2023 and 9/27/2023.	PreK teaching staff and administration will ensure emergency procedures are implemented to allow quarterly fire drills at the conduction of school administration. Pre-K teaching staff and administration will monitor by completing a written log indicating dates and times of the drill and will be kept on site. Additional T/TA support will be in place to ensure staff are aware of their responsibilities during all emergency procedures.	ongoing

		PreK teaching staff and administration will ensure all written procedures and logs inclusive of fire drills are posted for staff and parents to view at all times.	
R 400.8143(1)	Nine of the 15 child information cards reviewed were incomplete. They were missing the following information: date of admission, parent's employer name, work phone number, physician's phone number, parent signature and date signed.	PreK administration will ensure all enrolled children have a child information card completed and signed by the parent or guardian that will be kept on file. Pre-K school administrative team will make sure parent or guardian has completed this form with most accurate information inclusive of their work contact info, child's allergy info, child's physician's contact info, date of admission, signature and date. Pre-K administrative team will monitor enrolled child's records throughout the school year to ensure most updated information is kept on file.	ongoing

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 Selika Johnson at 313-938-5922 or johnsons5@michigan.gov. In the event that Selika Johnson is not available and you need to speak to someone immediately, please contact the Child Care Licensing Bureau at 517-284-9730.

Sincerely,

A handwritten signature in cursive script, appearing to read "S. Johnson", written in a light gray or blue ink.

Selika Johnson, Licensing Consultant