



STATE OF MICHIGAN
 DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
 LANSING

GRETCHEN WHITMER
 GOVERNOR

ORLENE HAWKS
 DIRECTOR

July 31, 2023

Brian Samuel
 Matrix Human Services
 1400 Woodbridge
 Detroit, MI 48207

RE: License #: DC820382296

RE: SI LOG #: 2023D0937014
Matrix Head Start-East Lake
1021 Clairpointe
Detroit, MI 48215

Dear Mr. Samuel:

This letter is to advise you that the 07/27/2023 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 Staff; volunteer; requirements	A child left the classroom alone without the child care staff member's knowledge.	An all staff meeting was held to speak with staff to explain how leaving the classroom with peers causes classrooms to be out of ratio. Moving forward, all staff must contact a manager if they need to leave the classroom.	ongoing

Sincerely,

A handwritten signature in cursive script, appearing to read "Erica A. Hogan".

Erica A. Hogan, MA.Ed, Licensing Consultant
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Lansing, MI 48909
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