



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

March 10, 2023

Amanda Mattea
Detroit Public Schools Comm. District
16164 Asbury Park
Detroit, MI 48235

RE: License #: DC820413236

**Mason Academy
1995 Fenelon
Detroit, MI 48234**

Dear Mrs. Mattea:

This letter is to advise you that the 03/10/2023 corrective action plan you submitted, regarding each rule violation cited in the recently completed Renewal Licensing Study 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
R400.8112 Comprehensive background check; fingerprinting.	During the onsite inspection, there was no Consent Disclosure forms for staff that were completed and on file at the center.	The Consent Disclosure forms will be on file and accessible at the center.	04/07/2023
R 400.8131 Professional Development requirements.	All staff did not complete health and safety refresher courses or the required professional development hours for 2021 and 2022.	Professional development hours and health and safety refresher courses will be completed as needed.	04/07/2023
R 400.8143	During the onsite inspection, several of the	All cards were and accessible at the center.	4/07/2023

Children's records.	child information cards were not thoroughly filled out.		
R 400.8146 Information provided to parents.	During the onsite inspection, several files without information packets signed by parents.	Written information packets will be accessible in children's files with all relevant and required information.	4/07/2023

Sincerely,

Jacquelin Windham, Licensing Consultant
 Department of Licensing and Regulatory Affairs
 Child Care Licensing Bureau
 611 W. Ottawa Street
 P.O. Box 30664
 Lansing, MI 48909
 313 938-6526