



GRETCHEN WHITMER  
GOVERNOR

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

Michelle Richard  
ACTING DIRECTOR

**Report Type** : Renewal  
**Inspection Type:** Renewal

**Date of Inspection:** 4/22/2024,  
**Date of Report:** 4/30/2024

Licensee Name(s)	License Number
Bay City Public Schools	DC090070409
Capacity	Facility Name
98	Lindsay Elementary School
Program Type	Licensee Designee(s)
Center	Amanda Sue Brandt Heather M Novak
Central Administrator(s)	Program Director(s) Name
Heather M Novak	Amanda Sue Brandt <b>Qualifications:</b> R 400.8113(7)(d) (9). <b>Date PD Approved:</b> 7/16/2021 Susan Jean McCarver <b>Qualifications:</b> R 400.8113(7)(a) (9). <b>Date PD Approved:</b> 4/9/2024
Facility Address	Mailing Address
607 Lasalle Street, Bay City, MI, 48706	1012 Fremont Street, Bay City, MI, 48708
Facility Phone Number	Facility Email Address
9896718186	brandta@bcschools.net

### Findings of the Inspection

A copy of this renewal inspection report and any associated corrective action plans is available on the Child Care Licensing Bureau [website](#) under [Statewide Search for Licensed Child Care Centers and Homes](#). A description of when renewal inspection reports are completed can be found under [Overview of Licensing Reports](#).

The renewal inspection involved a review of all applicable child care center [administrative rules](#) and [statutes](#). Verification of compliance included direct observations of the physical environment and the program, discussions with staff, and a review of the center’s records, including staff records

and children's records. Staff records include background checks and training information. Children's records include child information cards, physical examination dates, and immunizations.

If you have any questions regarding the report, please contact licensing consultant, Stacy Tomczak, at 989-798-4738. In the event that Stacy Tomczak is not available and you need to speak to someone immediately, please contact the Child Care Licensing Bureau at 517-284-9730.

<b>Inspection Details</b>		
<i>Number of Rules/Statutes Reviewed</i>	<i>Number of Rules/Statute Violations</i>	<i>Number of Rules/Statutes where Technical Assistance was Provided</i>
776	9	1
<i>Number of Children's Records Reviewed: Number of Children Enrolled</i>	<i>Number of Child Care Staff Member Records Reviewed: Number of Staff Employed</i>	<i>Number of Volunteer Records Reviewed: Number of Volunteers</i>
20: 70	9: 18	0: 0
<i>Number of Children Observed : Number of Children Present During Inspection</i>	<i>Number of Child Care Staff Members Observed : Number of Child Care Staff Members Present During Inspection</i>	<i>Number of Volunteers Observed a: Number of Volunteers Present During Inspection</i>
54: 54	11: 11	0: 0
<i>Licensee Interviewed</i>	<i>Program Director Interviewed</i>	<i>Child Care Staff Members Interviewed</i>
Yes	Yes	Yes

Due to the health and safety professional development training violation(s), all of the facility's child care staff members must complete the required training by 5/6/2024. This must be included in the facility's corrective action plan.

<b>Documentation of Required Inspections</b>		
<i>Type of Inspection</i>	<i>Date of Inspection</i>	<i>Findings</i>
Original EHI	2/18/2018	
Fire inspection	4/11/2024	A rating
Playground inspection	9/20/2022	The playground has been approved and age ranges are listed in report for the equipment.

Lead inspection	4/26/2019	4/18/19 rooms 119, 124, hallway, and bathrooms, bathrooms across from 110 inspection 8/20/18 122,123, hallway, hall bathroom, preschool playground
Lead Inspection 2021	4/26/2021	A lead assessment was completed on the following dates: 9/22/10,11/22/13, 9/16/14,8/20/18, 4/18/19, 5/10/21. The following rooms areas were inspected during these assessments. Rooms 108-111, rooms 119-126, gymnasium, media center, hallways, restrooms, courtyard, and playground. No lead hazards were found during any of the assessments.

<i>Rule Number</i>	<i>Rule</i>	<i>Analysis</i>	<i>Conclusion</i>
R 400.8330(10)	Food services and nutrition generally. Menus must be planned in advance, dated, and posted in a place visible to parents. Food substitutions must be noted on the menus the day the substitution occurs.	The GSRP classroom did not have a snack menu planned and posted.	Violation Established
R 400.8112(2)(b)	Comprehensive background check; fingerprinting. Maintain a copy of the completed and signed form or forms for each individual entered into the child care background check system under the license.	A copy of the consent and disclosure form for Amanda Wilson was not maintained as required.	Violation Established
R 400.8134(2)(c)	Hand washing. Before preparing and serving food and feeding children.	The infant child care staff did not wash their hands prior to feeding an infant.	Violation Established
R 400.8134(3)(a)	Hand washing. Before meals, snacks, or food preparation experiences.	The child care staff in the infant room did not wash the	Repeat Violation Established


		infants' hands prior to feeding them.	Reference: 4/13/2014 Violation Established;
R 400.8131(6)	Professional development requirements. All child care staff members who work directly with children shall complete 16 clock hours of professional development annually on topics relevant to job responsibilities that include, but are not limited to, any of the following subjects:	Amanda Wilson, child care staff member for GSRP, did not have documentation of completing 16 hours of training for 2023.	Violation Established
R 400.8161(8)	Emergency procedures. Each child care staff member shall be trained at least twice a year on his or her duties and responsibilities for all emergency procedures referenced in subrule (1) of this rule.	Documentation for emergency procedures training for the GSRP child care staff could not be located for 2022 and 2023.	Repeat Violation Established  Reference: : 3/28/2018 :Violation Established;
R 400.8131(5)(c)	Professional development requirements. Building and physical premises safety.	Kendra Walker, child care staff member did not have the required training within 90 days of hire. She completed it on six months after she was hired.	Violation Established
R 400.8131(5)(d)	Professional development requirements. Emergency preparedness and response planning.	Kendra Walker, child care staff member did not have the required training within 90 days of hire. She completed it on six months after she was hired.	Violation Established

R 400.8113(3)	Program director qualifications; responsibilities. All program directors are responsible for the general management of the center, including the following minimum responsibilities:	A child care staff member that is contracted for the GSRP program did not have an annual evaluation.	Repeat Violation Established  Reference: 8/25/2020 :Violation Established;
---------------	---	--	--

Technical Assistance	
Rule Number	Rule
R 400.8146(1)(h)	Parent notification plan for accidents, injuries, incidents, and illnesses. Please make sure that the classroom has the correct parent handbook for the GSRP program and that the notification plan address how and when parent will receive notification of incidents such as inappropriate discipline, lost or unsupervised child, or inappropriate touching between children or child and adult.

Hours of Operation						
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
06:00 AM To 6:00 PM	06:00 AM To 6:00 PM	06:00 AM To 6:00 PM	06:00 AM To 6:00 PM	06:00 AM To 6:00 PM		

Bureau Recommendation
I recommend no change in license status.

<b>Approved By:</b>			
			
Stacy Tomczak <b>Licensing Consultant</b>	<b>Date</b>		