



GRETCHEN WHITMER
GOVERNOR

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

Michelle Richard
ACTING DIRECTOR

5/21/2024

Carla Vron dran
East Jordan Elementary and PREP
304 Fourth Street
East Jordan, MI 49727

License Number: DC150249574

Dear Carla Vron dran,

This letter is to advise you that the 5/21/2024 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 400.8380(8)	During the renewal inspection, I was informed by child care staff members from A 6 that they have been utilizing the Art Room (C2), the large gymnasium, and C4 for the Kid's Club without prior approval from the department and completing a Lead Hazard Risk Assessment for these rooms. The school was built in 1966 and it has not been renovated.	Children enrolled under the EJPS license will no longer attend class in room C2 or the large gym. Students do not use C4 for any reason. This will be maintained by not allowing any children to use rooms that have not been approved through licensing. Classroom teachers (Kraemer, Howard, Skeel and Cannon) are responsible for complying with this change and Mrs. Vron dran will monitor. This change was	05/07/2024

		implemented on 4/26/2024.	
R 400.8125(3)	During the renewal inspection, I identified nine supervised volunteers working in classrooms at the center. Of the nine, I found three with no PSOR completed on file.	EJPS ran PSOR report on all supervised volunteers. Protocol has been implemented to ensure no supervised volunteers are working in the classroom without a PSOR. Classroom teachers (Kraemer, Howard, Skeel, Walck and Cannon) are responsible for complying with this and Mrs. Vrondran will monitor. This change was implemented on 4/26/2024.	05/07/2024
R 400.8125(5)	During the renewal inspection, I identified nine supervised volunteers working in classrooms at the center. Of the nine, I found four with no signed abuse and neglect statement on file.	EJPS obtained signed Abuse and Neglect forms for all supervised volunteers. Compliance will be maintained by ensuring Classroom teachers (Kraemer, Howard, Skeel, Walck and Cannon) are checking for forms prior to allowing supervised volunteers and Mrs. Vrondran will monitor. This change was implemented on 4/26/2024.	05/07/2024
R 400.8131(3)	During the renewal inspection, I found that child care staff member Zoey Caverly has been working at the center since October 2023 without having completed the Health and Safety	Zoey Caverly has finished all Health and Safety Training outlined in Module A, B, C. No employees will be allowed to start without all proper training and this will be monitored through a new online HR	5/1/2024

	Trainings outlined in Module A.	management system overseen by Mrs. Vron dran. This was completed as of 5/1/24.	
R 400.8131(4)	During the renewal inspection, I found that child care staff member Zoey Caverly has been working at the center since October 2023 without having completed the Health and Safety Trainings outlined in Module A.	Zoey Caverly has finished all Health and Safety Training Outlined in module A. No employees will be allowed to start without all proper training and this will be monitored through a new online HR management system overseen by Mrs. Vron dran. This was completed as of 5/1/24.	5/1/24
R 400.8131(5)	During the renewal inspection, I found that child care staff member Zoey Caverly has been working at the center since October 2023 without having completed the Health and Safety Trainings outlined in Module A, Module B, and Module C.	Zoey Caverly has completed all Health and Safety trainings module A,B,C. No employees will be allowed to start without all proper training and this will be monitored through a new online HR management system overseen by Mrs. Vron dran. This was completed as of 5/1/24.	5/1/24
R 400.8143(1)	During the renewal inspection, I reviewed 10 child information cards. Out of the 10 child information cards, I found five cards missing information in one or more sections.	Child information cards have been reviewed and updated so no sections are missing information. Compliance will be maintained by not allowing children to begin without cards being completed. First approved by the classroom teachers (Kraemer, Skeel, Walck, Cannon and Howard) with final review by Mrs.	5/7/24

		Vrondran. This was completed by 5/7/2024	
R 400.8112(2)(d)	During the renewal inspection, child care staff member Tamara Kraemer was identified as the program director on the CCBC, and she did not have one of her aliases listed (Reinhardt).	Tamara Kraemer has updated her aliases in MiRegistry and LARA. Mrs. Vrondran will maintain this by ensuring all employee aliases are listed and names are updated in the case of a name change. This update was completed by 5/10/2024	5/10/24
R 400.8110(10)	During the renewal inspection, I found that the classrooms at the center were utilizing space at the center which had not been approved by the department. Child care staff members from A6 reported to using the Art Room (Room#C2) and the large gymnasium.	Children enrolled under the license will no longer use the rooms C2 or large gym. This will be maintained by not allowing any children to use rooms that have not been approved through licensing. Classroom teachers (Kraemer, Howard, Skeel and Cannon) are responsible for complying with this change and Mrs. Vrondran will monitor. This change was implemented on 4/26/2024.	Immediately-4/29/24
R 400.8167(3)	During the renewal inspection, I found that the classrooms at the center were utilizing space at the center without having submitted a floor plan prior to use and obtaining approval from the department. Child care staff members from A6 reported to using the Art	Children enrolled under the license will no longer use room C2 or the large gym. This will be maintained by not allowing any children to use rooms that have not been approved through licensing. Classroom teachers (Kraemer, Howard, Skeel and Cannon) are responsible	Immediately 4/29/24

	Room (Room#C2) and the large gymnasium.	for complying with this change and Mrs. Vrondran will monitor. This change was implemented on 4/26/2024.	
R 400.8110(7)	During the renewal inspection, I found that a child from classroom A8 was released to ISD staff member Amy Richards without authorization from the child's parent on 04/09/2024, 04/16/2024, and 04/23/2024.	Lead caregiver obtained signature from parent to release children to supervised volunteer. All classroom teachers have been retaught on the need to get parents authorization prior to releasing a student to a supervised volunteer. This will be monitored by the classroom teacher and Mrs. Vrondran to ensure all signatrues are obtained. This was completed by 5/7/24.	5/7/24
R 400.8380(1)	During the renewal inspection, I observed three boxes of wax paper, two boxes of tin foil, and one box of plastic wrap on a bookcase accessible to children in classroom A8.	All staff reviewed maintenance of premises and items were removed from classroom A8. Mrs. Vrondran reviewed safety procedures regarding classroom supplies with staff. Mrs. Vrondran and classroom teachers (Walck, Kraemer, Skeel, Howard, and Cannon) will continue to monitor classroom areas to ensure nothing unsafe is in the reach of children. This was completed on 4/26/2024.	5/7/24

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 Codie Mayhew at 231-342-5006 or mayhewc@michigan.gov. In the event that Codie Mayhew is not available and you need to speak to someone immediately, please contact the Child Care Licensing Bureau at 517-284-9730.

Sincerely,



Codie Mayhew, Licensing Consultant