



STATE OF MICHIGAN  
 DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
 LANSING

GRETCHEN WHITMER  
 GOVERNOR

ORLENE HAWKS  
 DIRECTOR

October 12, 2021

Toby Berry  
 Community Action Agency  
 1214 Greenwood Ave  
 Jackson, MI 49203

RE: License #: DC300251230  
**Camden Head Start/ MSRP**  
**4971 W Montgomery Road**  
**Camden, MI 49232**

Dear Ms. Berry:

Attached is your renewal inspection report. You can find a copy of this renewal inspection report and any associated corrective action plans on our [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](#).

As a result of the renewal inspection on 10/12/2021, I did not find any rule or law violations. You will receive your regular license in the mail.

| <b>During calendar year 2020:</b>   | <b>Total</b> |
|---|--------------|
| Number of serious injuries that occurred in facility.   | <b>0</b>     |
| Number of deaths that occurred in the facility.   | <b>0</b>     |
| Number of substantiated cases of abuse and/or neglect of a child that occurred at the facility. | <b>0</b>     |

Please contact me with any questions. In the event that I am not available and you need to speak to someone immediately, please contact the local office at (616) 356-0183.

**Per MCL 722.113g, this report and any related corrective action plans must be filed in your Licensing Notebook.**

Sincerely,

*Charnell Lennox*

Charnell Lennox, Licensing Consultant  
Bureau of Community and Health Systems  
Unit 13, 7th Floor  
350 Ottawa, N.W.  
Grand Rapids, MI 49503

enclosure

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
CHILD CARE LICENSING BUREAU  
RENEWAL INSPECTION REPORT**

**I. IDENTIFYING INFORMATION**

|                                |   |
|--------------------------------|---|
| <b>License #:</b>              | DC300251230                                 |
| <b>Licensee Name:</b>          | Community Action Agency                     |
| <b>Licensee Address:</b>       | 1214 Greenwood Ave<br>Jackson, MI 49203     |
| <b>Licensee Telephone #:</b>   | (517) 784-4800                              |
| <b>Licensee/Designee:</b>      | Toby Berry, Designee                        |
| <b>Name of Facility:</b>       | Camden Head Start/ MSRP                     |
| <b>Facility Address:</b>       | 4971 W Montgomery Road<br>Camden, MI 49232  |
| <b>Facility Telephone #:</b>   | (517) 368-5559                              |
| <b>Original Issuance Date:</b> | 09/04/2002                                  |
| <b>Capacity:</b>               | 38  |
| <b>Age Range:</b>              | Ages 3 years 0 months Thru 5 years 0 months |
| <b>Program Components:</b>     | GSRP<br>PRESCHOOL<br>HEAD START             |

**II. METHODS OF INSPECTION**

Date of On-Site Inspection(s): 10/12/2021  
 Date of Environmental Health Inspection: N/A  
 Date of Fire Safety Inspection: 09/13/2021  
 Date of Lead Hazard Risk Assessment, if applicable: N/A  
 Date of Documentation of Playground Compliance, if applicable: N/A

|   |                                     | No. of Records<br>Reviewed |
|---|-------------------------------------|----------------------------|
| No. of children enrolled in care                | 18                                  | 18                         |
| No. of staff employed                           | 5                                   | 5                          |
| No. of volunteers                               | 0                                   | 0                          |
| No. of children present at time of inspection   | 0                                   |                            |
| No. of staff present at time of inspection      | 5                                   |                            |
| No. of volunteers present at time of inspection | 0                                   |                            |
| No. of children interviewed/observed            | 0                                   |                            |
| Persons Interviewed:                            |                                     |                            |
| Licensee/Licensee Designee                      | <input checked="" type="checkbox"/> |                            |
| Program Director                                | <input checked="" type="checkbox"/> |                            |
| Caregiving staff                                | <input checked="" type="checkbox"/> |                            |

Approved Child Use Space: The following are approved space within Camden Elementary School; the gym, library, commons room, and room 1 and 2 in modular.  
 Approved Program Director: Toby Berry  
 Approved Central Administrator: Community Action Agency  
 Approved Variances: None.  
 Key Indicator Inspection: No.

**III. DESCRIPTION OF FINDINGS & CONCLUSIONS**

This 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.

The facility is in compliance with all applicable rules and statutes.

**IV. RECOMMENDATION**

I recommend issuance of a regular license to this child care center.

*Charnell Lennox* 10/12/2021

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Charnell Lennox  
Licensing Consultant

Date