



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: 4/15/2024
Date of Report: 4/30/2024

Licensee Name(s)	License Number
Okemos Public Schools Comm Ed	DC330065975
Capacity	Facility Name
100	Okemos Kids Club Bennett Woods
Program Type	Licensee Designee(s)
Center	Kim Burchman
Central Administrator(s)	Program Director(s) Name
	Matthew Beck Qualifications: R 400.8113(7)(a) (9). Date PD Approved: 4/16/2024
Facility Address	Mailing Address
2650 Bennett Rd. Okemos, MI 48864	1826 Osage Dr. Okemos, MI 48864
Facility Phone Number	Facility Email Address
517-706-5031	kim.burchman@okemosk12.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.

During the renewal inspection, licensing consultant Karen Woodman found 4 violations. The violations are listed and explained below. An acceptable written corrective action plan was received on 04/29/2024. A regular license will be issued.

During the inspection I observed arrival, hand washing, snack, free choice, outside time, and departure. Interactions between child care staff members and children were positive and developmentally appropriate. There was an adequate amount of age-appropriate play and learning materials available.

If you have any questions regarding the report, please contact licensing consultant, Karen Woodman, at (517) 285-9301. In the event that Karen Woodman is not available and you need to speak to someone immediately, please contact the Child Care Licensing Bureau at 517-284-9730.

Inspection Details		
<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>
526	4	0
<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>
10 : 48	5 : 8	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: Number of Volunteers Present During Inspection</i>
28 : 28	4 : 5	0 : 0
<i>Licensee Interviewed</i>	<i>Program Director Interviewed</i>	<i>Child Care Staff Members Interviewed</i>
No	Yes	Yes

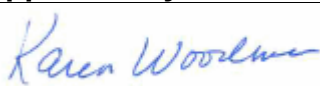
Documentation of Required Inspections		
<i>Type of Inspection</i>	<i>Date of Inspection</i>	<i>Findings</i>
Certification of School Building	4/9/2024	Signed by the superintendent 04/09/2024
Boiler Inspection	12/15/2023	In good working condition

<i>Rule Number</i>	<i>Rule</i>	<i>Analysis</i>	<i>Conclusion</i>
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	Consent and disclosure forms were not maintained in each child care staff members file.	Violation Established

	system under the license.		
R 400.8112(2)(e)	Comprehensive background check; fingerprinting. Within the department's child care background check system, accurately complete and maintain the connection, disconnection, or withdrawn status of each individual associated with the license.	The child care background check system is not accurate and does not have child care staff members connected to the license.	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:	Child care staff members who work directly with children did not complete 16 hours of professional development annually.	Violation Established
R 400.8385	Poisonous or toxic materials. Poisonous or toxic materials.	There were bleach wipes and sprays within the reach of children.	Violation Established

Hours of Operation						
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
07:00 AM To 6:00 PM	07:00 AM To 6:00 PM	07:00 AM To 6:00 PM	07:00 AM To 6:00 PM	07:00 AM To 6:00 PM		

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

Approved By:			
			
04/30/2024			
Karen Woodman Licensing Consultant	Date		