



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

June 1, 2022

Elizabeth Jackson-Spaner
Kalamazoo Public Schools
3501 Moreland Street
Kalamazoo, MI 49001

RE: License #: DC390303362
Lincoln PEEP GSRP & CIS
912 N. Burdick
Kalamazoo, MI 49007

Dear Ms. Jackson-Spaner:

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](#).

During the renewal inspection on April 28, 2022, I found three violation(s) listed below and explained in the attached report: listed below and explained in the attached report:

R 400.8134(4)	Hand washing.
R 400.8143(1)	Children's records.
R 400.8380(4)	Maintenance of premises.

Due to the violations, you must send us a corrective action plan by June 20, 2022. You can use our [corrective action plan](#) form or create your own.

If you need help writing the corrective action plan, please contact me. If you do not send a corrective action plan, you may face disciplinary action. The corrective action plan must include the following:

- How compliance with each rule will be achieved.
- Who is directly responsible for implementing the corrective action for each violation.
- Specific time frames for each violation as to when the correction will be completed or implemented.
- How continuing compliance will be maintained once compliance is achieved.
- The signature of the responsible party and a date.

Upon receipt of an acceptable corrective action plan, a regular license will be issued. You will receive it in the mail.

During calendar year 2021:	Total
Number of serious injuries that occurred in facility.	0
Number of deaths that occurred in the facility.	0
Number of substantiated cases of abuse and/or neglect of a child that occurred at the facility.	0

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 (517) 284-9730.

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

Sincerely,

Carrie Harris

Carrie Harris, Licensing Consultant
Bureau of Community and Health Systems
Unit 13, 7th Floor
350 Ottawa, N.W.
Grand Rapids, MI 49503
(269) 615-5617

enclosure

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

I. IDENTIFYING INFORMATION

License #:	DC390303362
Licensee Name:	Kalamazoo Public Schools
Licensee Address:	3501 Moreland Street Kalamazoo, MI 49001
Licensee Telephone #:	(269) 337-0640
Licensee/Designee:	Elizabeth Jackson-Spaner, Designee
Name of Facility:	Lincoln PEEP GSRP & CIS
Facility Address:	912 N. Burdick Kalamazoo, MI 49007
Facility Telephone #:	(269) 337-0640
Original Issuance Date:	12/02/2009
Capacity:	100
Age Range:	Ages 3 years 6 months Thru 12 years
Program Components:	GSRP TRANSPORTATION SCHOOL AGE FOOD SERVICE BEFORE/AFTER SCHOOL

II. METHODS OF INSPECTION

Date of On-Site Inspection(s): 04/28/2022
 Date of Environmental Health Inspection: 10/14/2009
 Date of Fire Safety Inspection: 03/04/2022
 Date of Lead Hazard Risk Assessment, if applicable: 09/10/2012, 09/17/2012, 09/21/2012, 10/31/2012
 Date of Documentation of Playground Compliance, if applicable: None.

		No. of Records Reviewed
No. of children enrolled in care	66	33
No. of staff employed	9	9
No. of volunteers	5	5
No. of children present at time of inspection	27	
No. of staff present at time of inspection	7	
No. of volunteers present at time of inspection	0	
No. of children interviewed/observed	27	

Persons Interviewed: Licensee/Licensee Designee ☐
 Program Director ☒
 Caregiving staff ☒

Approved Child Use Space: The 1st Floor Gym, 2nd Floor Gym, Cafeteria (Lunch Room B), Cooking Lab (234), Computer Lab (214), Learning Lab (216), Library, 104 (GSRP), 112 (GSRP), 301, 303, 308, 312, 314, 318, 322, 325, 326, and 327 are approved for child care use.

Approved Program Director: The approved preschool program director in Room 112 is Jodi Johnson. Ms. Johnson was approved on October 30, 2019, and meets the requirements for R 400.8113(9)(a)&(13).

The approved preschool program director in Room 104 is Erica Reame. Ms. Reame was approved on September 15, 2017, and meets the requirements for R 400.8113(9)(a)&(16).

The approved school-age program director is Danyelle Brown. Ms. Brown was approved on June 1, 2021, and meets the requirements for R400.8113(8)(g)&(9).

Approved Central Administrator: The approved central administrator for the preschool component is Elizabeth Jackson-Spaner. Ms. Jackson-Spaner was approved on September 6, 2016, and meets the requirements for R 400.8113(13).

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.

During the inspection, the center was found to be in compliance with all applicable rules and statutes except for the following violations:

R 400.8134 Hand washing.

(4) Guidelines for hand washing must be posted in food preparation areas, in toilet rooms, and by all hand washing sinks.

One of the girls' bathrooms used by the school-age program did not have guidelines posted for handwashing in the toilet room.

R 400.8143 Children's records.

(1) At the time of a child's initial attendance, a center shall obtain a child information card, using a form provided by the department or a comparable substitute, that is completed and signed by the child's parent. The center shall keep it on file and accessible in the center.

I reviewed 33 child records and 20 child information cards were missing required information such as admission dates, employer names and phone numbers, physician information, allergies/special needs, emergency contact and release information, and one family indicated "no" to emergency medical treatment, but nothing was on file indicating from the parents what the center should do in the event of an emergency.

R 400.8380 Maintenance of premises.

(4) Floors, interior walls, and ceilings must be kept in sound condition, good repair, and maintained in a clean condition.

The ceiling in Room 308 was not good repair. There was one missing ceiling tile and one tile that was stained. There was also a leak from a place in the ceiling and a bucket was used to catch water in the room.

IV. RECOMMENDATION

Upon receipt of an acceptable written corrective action plan, I recommend renewal of this child care license at regular status.

Carrie Harris

June 1, 2022

Carrie Harris
Licensing Consultant

Date