



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: 3/7/2024
Date of Report: 3/18/2024

Licensee Name(s)	License Number
Kalamazoo Regional Educational Services Agency	DC390389020
Capacity	Facility Name
137	KRESA Commons Head Start
Program Type	Licensee Designee(s)
Center	Rachel Mae Roberts Norma Louise Ash
Central Administrator(s)	Program Director(s) Name
Norma Louise Ash	Diane Marie Connell Qualifications: R 400.8113(7)(b) (12). Date PD Approved: 12/12/2014 Jennifer Caswell Qualifications: R 400.8113(7)(b) (9). Date PD Approved: 11/18/2021 Ashley Sneary Qualifications: R 400.8113(7)(a) (9). Date PD Approved: 11/14/2018 Ann Frey Qualifications: R 400.8113(7)(d) (9). Date PD Approved: 3/11/2024 Heather Miles Qualifications: R 400.8113(7)(b) (12). Date PD Approved: 1/31/2024 Olivia Marie Todd Qualifications: R 400.8113(7)(a) (9). Date PD Approved: 3/30/2020

Facility Address	Mailing Address
5177 West Main, Kalamazoo, MI, 49009	422 E. South Street, Kalamazoo, MI, 49007
Facility Phone Number	Facility Email Address
2692509845	norma.ash@kresa.org

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 Julia Majka found 2 violations. The violations are listed and explained below. An acceptable written corrective action plan was received on 3/18/2024. A regular license will be issued.

If you have any questions regarding the report, please contact licensing consultant, Julia Majka, at (269) 615-6039. In the event that Julia Majka 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>
785	2	3
<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>
12 : 90	7 : 12	1 : 1
<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>
80 : 80	13 : 13	1 : 1
<i>Licensee Interviewed</i>	<i>Program Director Interviewed</i>	<i>Child Care Staff Members Interviewed</i>
Yes	Yes	Yes

Documentation of Required Inspections		
<i>Type of Inspection</i>	<i>Date of Inspection</i>	<i>Findings</i>
Fire Inspection	2/17/2022	A rating

<i>Rule Number</i>	<i>Rule</i>	<i>Analysis</i>	<i>Conclusion</i>
R 400.8128	Staff; volunteer; tuberculosis. Staff; volunteer; tuberculosis.	One out of seven child care staff files reviewed did not have proof of a negative TB test prior to contact with children.	Violation Established
R 400.8125(5)	Staff; volunteer; requirements. A written statement must be signed and dated by staff and volunteers at the time of hiring or before volunteering indicating all of the following information:	One out of seven child care staff files reviewed did not sign the abuse and neglect statement prior to unsupervised contact with children.	Violation Established

Technical Assistance	
<i>Rule Number</i>	<i>Rule</i>
R 400.8510(5)	Fuel-fired furnaces shall be inspected by a licensed mechanical contractor before issuance of an original license and every 2 years at renewal.
R 400.8113(1)	Before hiring a new program director, a licensee or licensee designee shall submit a completed BCHS-CC 001 form, titled Child Care Licensing Information Request, and the credentials of the proposed program director to the department for review and approval.
R 400.8134(3)(a)	Before meals, snacks, or food preparation experiences.

Hours of Operation						
<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>	<i>Thursday</i>	<i>Friday</i>	<i>Saturday</i>	<i>Sunday</i>
09:15 AM To	09:15 AM To	09:15 AM To	09:15 AM To	09:15 AM To		

3:30 PM	3:30 PM	3:30 PM	3:30 PM	3:30 PM		
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Bureau Recommendation
You have submitted an acceptable corrective action plan. I recommend the issuance of a regular license.

Approved By:			
Julia Majka  Licensing Consultant	3/18/2024 Date		