



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

October 31, 2022

Arica Zenner
Kalkaska Public Schools
315 S Coral
Kalkaska, MI 49646

RE: License #: DC400097278
KPS Preschool and Latchkey
309 N. Birch Street
Kalkaska, MI 49646

Dear Ms. Zenner:

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 10/11/2022, I found 2 violation(s) listed below and explained in the attached report: listed below and explained in the attached report:

R 400.8134(3)(a) Hand washing.

R 400.8325(1) Sanitization.

Due to the violations, you must send us a corrective action plan by 11/21/2022. 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.

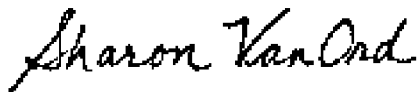
Upon receipt of an acceptable corrective action plan, a regular license will be issued. You will receive it in the mail.

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,



Sharon VanOrd, Licensing Consultant
 Bureau of Community and Health Systems
 611 W. Ottawa Street
 P.O. Box 30664
 Lansing, MI 48909
 (517) 242-5029

enclosure

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

I. IDENTIFYING INFORMATION

License #:	DC400097278
Licensee Name:	Kalkaska Public Schools
Licensee Address:	315 S Coral Kalkaska, MI 49646
Licensee Telephone #:	(231) 258-9109
Licensee/Designee:	Arica Zenner, Designee
Name of Facility:	KPS Preschool and Latchkey
Facility Address:	309 N. Birch Street Kalkaska, MI 49646
Facility Telephone #:	(231) 258-8629
Original Issuance Date:	08/30/2001
Capacity:	100
Age Range:	Ages 2 years 6 months Thru 12 years
Program Components:	GSRP PRESCHOOL SCHOOL AGE FOOD SERVICE

II. METHODS OF INSPECTION

Date of On-Site Inspection(s): 10/11/2022
 Date of Environmental Health Inspection: 10/17/2022
 Date of Fire Safety Inspection: 08/29/2022
 Date of Lead Hazard Risk Assessment, if applicable: 12/29/2016
 Date of Documentation of Playground Compliance, if applicable: 11/17/2009

		No. of Records Reviewed
No. of children enrolled in care	86	10
No. of staff employed	14	5
No. of volunteers	11	11
No. of children present at time of inspection	60	
No. of staff present at time of inspection	12	
No. of volunteers present at time of inspection	0	
No. of children interviewed/observed	60	
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: Rooms 1, 2, 3, 4, 5, 6, 20, library, gymnasium, and cafeteria are approved for child care use.
 Approved Program Director: Ms. Arica Zenner and Ms. Peggy Schaub are approved program directors.
 Approved Central Administrator: None
 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.

Classrooms were organized and inviting for learning activities. Child care staff were warm, nurturing, and communicated with children in a positive manner. While onsite, Mr. DeAndre Lawson, child care licensing consultant and I observed arrival, meal service, free play, outdoor play, and transitions between activities.

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.

- (3) Staff and volunteers shall ensure that children wash their hands at all of the following times:
 - (a) Before meals, snacks, or food preparation experiences.

Child care staff did not ensure children in care washed their hands before eating breakfast.

R 400.8325 Sanitization.

- (1) All tableware, utensils, food contact surfaces, and food service equipment must be thoroughly washed, rinsed, and sanitized after each use. Multi-purpose tables must be thoroughly washed, rinsed, and sanitized before and after they are used for meals or snacks.

Child care staff did not thoroughly wash, rinse, and sanitize tables before the children used them for breakfast.

IV. RECOMMENDATION

Upon receipt of an acceptable corrective action plan a regular license will be issued.

Sharon VanOrd

10/31/2022

Sharon VanOrd
Licensing Consultant

Date