



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

November 10, 2020

Lauralei Kwekel
Kalkaska Public Schools
315 S Coral
Kalkaska, MI 49646

RE: License #: DC400348382
Rapid City Elementary-GSRP
5258 River Street NW
Rapid City, MI 49676

Dear Ms. Kwekel:

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 10/27/2020 and 11/10/2020, I found 1 violation listed below and explained in the attached report:

R 400.8110 Applicant; licensee; licensee designee; requirements.

Due to the violations, you must send us a corrective action plan by 12/04/2020. 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.

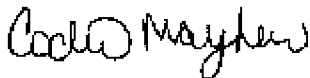
Upon receipt of an acceptable corrective action plan, a regular license will be issued. You will receive it in the mail.

During calendar year 2019:	Total
Number of serious injuries that occurred in facility.	1
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 231-922-5309.

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

Sincerely,



Codie Mayhew, Licensing Consultant
BCHS/Child Care Licensing Division
701 S. Elmwood Ave, Suite 11
Traverse City, MI 49684
(231) 342-5006

enclosure

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF COMMUNITY AND HEALTH SYSTEMS
RENEWAL INSPECTION REPORT**

I. IDENTIFYING INFORMATION

License #: DC400348382

Licensee Name: Kalkaska Public Schools

Licensee Address: 315 S Coral
Kalkaska, MI 49646

Licensee Telephone #: (231) 258-9109

Licensee/Designee: Lauralei Kwekel, Designee

Name of Facility: Rapid City Elementary-GSRP

Facility Address: 5258 River Street NW
Rapid City, MI 49676

Facility Telephone #: (231) 331-6121

Original Issuance Date: 10/14/2013

Capacity: 36

Age Range: Ages 2 years 6 months Thru 6 years

Program Components: GSRP
PRESCHOOL
FOOD SERVICE

II. METHODS OF INSPECTION

Date of On-Site Inspection(s): 10/27/2020, 11/10/2020
 Date of Environmental Health Inspection: 08/17/2020
 Date of Fire Safety Inspection: 09/09/2020
 Date of Lead Hazard Risk Assessment, if applicable: N/A
 Date of Documentation of Playground Compliance, if applicable: 09/10/2020

		No. of Records Reviewed
No. of children enrolled in care	16	10
No. of staff employed	3	3
No. of volunteers	0	0
No. of children present at time of inspection	15	
No. of staff present at time of inspection	2	
No. of volunteers present at time of inspection	0	
No. of children interviewed/observed	15	
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: Classroom C15, Classroom C16, and the Multipurpose room are approved as child use space.
 Approved Program Director: Kara Bontrager
 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.

During the inspection, I observed two child care staff members with fifteen children. I was able to observe food preparation, lunch time, free play, outdoor play, and educational programming. The child care staff members were engaged with the children throughout the visit. They were found to be nurturing and attentive toward the children. The center was compliant with handwashing rules. Child care staff members maintained structure and organization during the transition from outdoor

play to handwashing and then to lunch time. All child care staff members were wearing a mask. All of the children were made to wear a mask in common areas outside of the classroom.

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

R 400.8110 Applicant; licensee; licensee designee; requirements.

(6) The licensee or licensee designee shall maintain accurate records detailing daily arrival and departure times for each child care staff member, child care aide, and volunteer.

Ms. Kwekel did not ensure to maintain accurate records detailing daily arrival and departure times for each child care staff member, child care aide, and volunteer. During the inspection, Ms. Bontrager reported that the center had not been recording staff's arrival and departure each day.

Technical Assistance and Consultation were provided on the following:

- R 400.8110(14)- Add No Vaping to the No Smoking Sign.
- R 400.8131(1)- documentation of orientation training.
- R 400.8143(1)- Making sure a parent provides an employer phone number even when they are self-employed.
- R 400.8161(2)(h)- Adding a plan for meeting the needs of children with chronic medical conditions to the emergency procedures.
- R 400.8315(3)- Labeling bulk items in the refrigerator with the date of opening and contents.
- Parent Handbook

IV. RECOMMENDATION

Upon receipt of an acceptable corrective action plan, I recommend the issuance of a regular license.



11/10/2020

Codie Mayhew
Licensing Consultant

Date