



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

March 16, 2023

Lori Bramble-Romeo  
Kentwood Public Schools  
3303 Breton Avenue SE  
Kentwood, MI 49512

RE: License #: DC410093092  
Kentwood - Bowen Elementary  
4483 Kalamazoo Avenue, SE  
Kentwood, MI 49508-4622

Dear Ms. Bramble-Romeo:

This letter is a follow-up to the Department's findings regarding the interim inspection conducted at your center on 03/15/2023. The purpose of this inspection was to determine compliance with applicable licensing statutes and administrative rules for Child Care Centers.

During my on-site inspection I observed outdoor play, activity time, snack, and dismissal. There were 33 children with four child care staff member providing supervision. Staff interacted with children in a positive and friendly manner. I observed staff use reminders and redirection as positive discipline strategies. During outdoor play staff ensured they positioned themselves to provide supervision appropriately. Center, child, and staff files were organized and made readily available.

I provided technical assistance and consultation on the following rules:

- R 400.8110(14) Applicant; licensee; licensee designee; requirements; ensuring a no smoking/vaping sign is posted in a conspicuous location.
- R 400.8125(1) Staff; volunteer; requirements; ensuring children are supervised in hallways.
- R 400.8170(10) Outdoor play area; ensuring wood chips are refilled under swings.
- R 400.8173(2) Equipment; ensuring current recall list is posted.
- R 400.8315(1) Food and equipment storage; ensuring the thermometer in the milk cooler is working.
- R 400.8325(1) Sanitization; ensuring multi-purpose tables are washed, rinsed, and sanitized before used for a meal/snack.
- R 400.8335(8)(c) Food services and nutrition; provided by center; ensuring milk is not served if unrefrigerated for a period exceeding 1 hour.

The violations that were found are:

**R 400.8134(3)(a) 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.

Staff did not ensure children washed their hands before eating snack.

**R 400.8143(1) 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 inspected 10 child information cards; some were missing required information:

- Two cards had the "release of child" section blank.
- One card did not include information about the parent's employer.

I provided technical assistance that the instructions on the cards state blanks are not an acceptable response.

Due to the violations, you must send us a corrective action plan by 4/5/2023. 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, there will be no change to your license status.

You can find a copy of this inspection letter and any associated corrective action plans on our website under Statewide Search for Licensed Child Care Centers and Homes. A description of when inspection letters are completed can be found under Overview of Licensing Reports.

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,



Jessica Miranda-Bevier, Licensing Consultant  
Child Care Licensing Bureau  
611 W. Ottawa Street  
P.O. Box 30664  
Lansing, MI 48909  
(616) 498-5459