



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

May 20, 2021

Bernadette Barron  
Bishop Kelley School  
926 W Nepessing  
Lapeer, MI 48446

RE: License #: DC440252172  
**Bishop Kelley Preschool and Latchkey Center**  
**926 W Nepessing**  
**Lapeer, MI 48446**

Dear Ms. Barron:

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 14, 2021, I found 4 violation(s) listed below and explained in the attached report: listed below and explained in the attached report:

- R 400.8112(2) - Comprehensive background check; fingerprinting.
- R 400.8123 - Staff; volunteer; tuberculosis
- R 400.8131(5) - Professional development requirements.
- R 400.8131(10) - Professional development requirements

Due to the violations, you must send us a corrective action plan by June 14, 2021. 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:

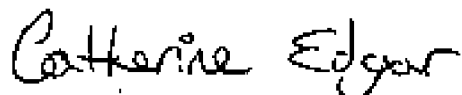
- How compliance with each rule will be achieved.
- Who is directly responsible for implementing the corrective action for each violation.
- Specific time frames for each violation as to when the correction will be completed or implemented.
- How continuing compliance will be maintained once compliance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

| <b>During calendar year 2020:</b>   | <b>Total</b> |
|---|--------------|
| Number of serious injuries that occurred in facility.   | <b>0</b>     |
| Number of deaths that occurred in the facility.   | <b>0</b>     |
| Number of substantiated cases of abuse and/or neglect of a child that occurred at the facility. | <b>0</b>     |

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 (810) 787-7031.

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

Sincerely,



Catherine S. Edgar, Licensing Consultant  
 Bureau of Community and Health Systems  
 4809 Clio Road  
 Flint, MI 48504  
 (810) 931-1380

enclosure

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

**I. IDENTIFYING INFORMATION**

|                                |  |
|--------------------------------|--|
| <b>License #:</b>              | DC440252172                                    |
| <b>Licensee Name:</b>          | Bishop Kelley School                           |
| <b>Licensee Address:</b>       | 926 W Nepessing<br>Lapeer, MI 48446            |
| <b>Licensee Telephone #:</b>   |  |
| <b>Licensee/Designee:</b>      | Bernadette Barron                              |
| <b>Name of Facility:</b>       | Bishop Kelley Preschool and Latchkey Center    |
| <b>Facility Address:</b>       | 926 W Nepessing<br>Lapeer, MI 48446            |
| <b>Facility Telephone #:</b>   | (810) 664-5011                                 |
| <b>Original Issuance Date:</b> | 10/03/2002                                     |
| <b>Capacity:</b>               | 49   |
| <b>Age Range:</b>              | Ages 2 years 6 months Thru 12 years            |
| <b>Program Components:</b>     | PRESCHOOL<br>SCHOOL AGE<br>BEFORE/AFTER SCHOOL |

**II. METHODS OF INSPECTION**

Date of On-Site Inspection(s): 04/14/2021  
 Date of Environmental Health Inspection: N/A (Not required as the school has public water and septic and any food prep is done in the licensed school kitchen).  
 Date of Fire Safety Inspection: N/A (school building)  
 Date of Lead Hazard Risk Assessment, if applicable: N/A (School was built after 1978)  
 Date of Documentation of Playground Compliance, if applicable: 03/14/2009

|   | No. of Records Reviewed |    |
|---|-------------------------|----|
| No. of children enrolled in care                | 20                      | 10 |
| No. of staff employed                           | 3                       | 3  |
| No. of volunteers                               | 0                       | 0  |
| No. of children present at time of inspection   | 5                       |    |
| No. of staff present at time of inspection      | 2                       |    |
| No. of volunteers present at time of inspection | 0                       |    |
| No. of children interviewed/observed            | 5                       |    |

Persons Interviewed: Licensee/Licensee Designee   
 Program Director   
 Caregiving staff

Approved Child Use Space: Rooms 200 (Preschool) and 203 (After care).  
 Approved Program Director: Bernadette Barron  
 Approved Central Administrator: None  
 Approved Variances: No  
 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 400.8112**

**Comprehensive background check; fingerprinting.**

**(2) An applicant or licensee shall do all of the following:**

**(a) Ensure that each individual who requires an eligibility determination under subrule (1) of this rule completes, signs, and submits all of the information required in subrule (5) of this rule, and in subrule (6) of this rule if applicable, on a form prescribed by the department. The forms are available on the department's website for the child care background check system, [www.michigan.gov/ccbc](http://www.michigan.gov/ccbc). The form or forms must be signed and dated prior to the individual's appointment to be fingerprinted.**

**(b) Maintain a copy of the completed and signed form or forms for each individual entered into the child care background check system under the license.**

**(c) Provide to the department, upon request, a copy of the individual's completed and signed form or forms.**

**(d) Establish and activate an account and accurately enroll each individual listed in subrule (1) of this rule in the child care background check system.**

**(e) Within the department's child care background check system, accurately complete and maintain the connection, disconnection, or withdrawn status of each individual associated with the license.**

**(f) Immediately disconnect each individual from the system once he or she is no longer a licensee, licensee designee, child care staff member, child care aide, or an unsupervised volunteer under the license.**

At the time of the onsite inspection, the licensee designee Bernadette Barron and caregivers Melissa Jephry and Amanda Dupont did not have verification of the Federal Background check being completed and connected to the facility via the Child Care Background Check system ([www.michigan.gov/ccbc](http://www.michigan.gov/ccbc))

**R 400.8128**

**Staff; volunteer; tuberculosis.**

**A center shall keep on file at the center evidence to verify that each child care staff member and each volunteer who has contact with children at least 4 hours perweek for more than 2 consecutive weeks is free from communicable tuberculosis (TB). Verification of TB status is required within 1 year before employment or volunteering.**

At the time of the onsite inspection, verification of negative TB test results were not on file for caregivers Melissa Jephry and Amanda Dupont.

**R 400.8131 Professional development requirements.**

(10) All child care staff member who work directly with children are required to be training in first aid and pediatric, child, and adult CPRS within 90 days of being hired.

At the time of the onsite inspection, CPR verification was not available for caregiver Melissa Jephry and Amanda Dupont.

**R 400.8131 Professional development requirements.**

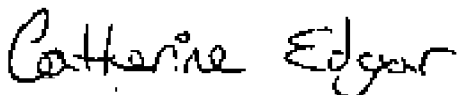
(5) Within 90 days of being hired, or the first day as an unsupervised volunteer, all child care staff members and unsupervised volunteers who work directly with children shall complete the following trainings, which may count toward annual professional development hours and are available at MiRegistry:

- (a) Administration of medication.
- (b) Prevention of and response to emergencies due to food and allergic reactions.
- (c) Building and physical premises safety.
- (d) Emergency preparedness and response planning.
- (e) Handling and storage of hazardous materials and appropriate disposal of bio-contaminants.
- (f) Precautions in transporting children, if applicable.
- (g) Child development.

At the time of the onsite inspection, caregivers Melissa Jephry and Amanda Dupont had not completed this required training. This can be found at [www.miregistry.org](http://www.miregistry.org) under Health and Safety Training 1 & 2.

**IV. RECOMMENDATION**

Upon receipt of an acceptable corrective action plan, I recommend issuance of a regular license to this child care center.



May 20, 2021

---

Catherine S. Edgar  
Licensing Consultant

Date