



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

May 24, 2021

Nicole Provo  
Roseville Comm Schools  
18975 Church Street  
Roseville, MI 48066

RE: License #: DC500393421  
Kment Elementary  
20033 Washington  
Roseville, MI 48066

Dear Ms. Provo:

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 04/14/2021, I found 5 violation(s) listed below and explained in the attached report: listed below and explained in the attached report:

- R 400.8131 (3) Professional development requirements.**
- R 400.8131 (4) Professional development requirements.**
- R 400.8131 (5) Professional development requirements.**
- R 400.8131 (6) Professional development requirements.**
- R 400.8143 (8) Children's records.**

Due to the violations, you must send us a corrective action plan by 06/13/2021. 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.

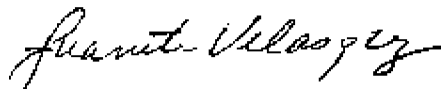
Upon receipt of an acceptable corrective action plan, a regular license will be issued. You will receive it in the mail.

<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,



Juanita G. Velasquez, Licensing Consultant  
Bureau of Community and Health Systems  
4809 Clio Road  
Flint, MI 48504  
(586) 256-2044

Enclosure

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

**I. IDENTIFYING INFORMATION**

<b>License #:</b>	DC500393421
<b>Licensee Name:</b>	Roseville Comm Schools
<b>Licensee Address:</b>	18975 Church Street Roseville, MI 48066
<b>Licensee Telephone #:</b>	(586) 445-5756
<b>Licensee/Designee:</b>	Nicole Provo, Designee
<b>Name of Facility:</b>	Kment Elementary
<b>Facility Address:</b>	20033 Washington Roseville, MI 48066
<b>Facility Telephone #:</b>	(586) 445-5756
<b>Original Issuance Date:</b>	09/12/2018
<b>Capacity:</b>	120
<b>Age Range:</b>	Ages 4 years 9 months Thru 12 years
<b>Program Components:</b>	SCHOOL AGE BEFORE/AFTER SCHOOL

**II. METHODS OF INSPECTION**

Date of On-Site Inspection(s): 04/14/2021  
 Date of Environmental Health Inspection: N/A  
 Date of Fire Safety Inspection: N/A  
 Date of Lead Hazard Risk Assessment, if applicable: N/A  
 Date of Documentation of Playground Compliance, if applicable: N/A

		No. of Records Reviewed	
No. of children enrolled in care	47	15	
No. of staff employed	10	10	
No. of volunteers	0	0	
No. of children present at time of inspection	28		
No. of staff present at time of inspection	3		
No. of volunteers present at time of inspection	0		
No. of children interviewed/observed	28		
Persons Interviewed:	Licensee/Licensee Designee	<input checked="" type="checkbox"/>	
	Program Director	<input type="checkbox"/>	
	Caregiving staff	<input checked="" type="checkbox"/>	

Approved Child Use Space: Cafeteria and gym  
 Approved Program Director: Charles Felker  
 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, the center was found to be in compliance with all applicable rules and statutes except for the following violations:

**R 400.8131 Professional development requirements.**

(3) Before caring for children, all child care staff members and unsupervised volunteers who work directly with children shall be trained on prevention of shaken baby syndrome, abusive head trauma and child maltreatment, and recognition and reporting of child abuse and neglect.

Two out of ten child care staff members did not have documentation of training on prevention of shaken baby syndrome, abusive head trauma and child maltreatment, and recognition and reporting of child abuse and neglect.

**R 400.8131 Professional development requirements.**

(4) Before unsupervised contact with children, all child care staff members who work directly with children shall complete prevention and control of infectious disease training, including immunizations.

Two out of ten child care staff members did not have documentation of training on prevention and control of infectious disease training, including immunizations.

**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.

Two out of ten child care staff members did not have documentation of training in the areas identified in subsections (a)-(g).

**R 400.8131 Professional development requirements.**

(6) All child care staff members who work directly with children shall complete 16 clock hours of professional development annually on topics relevant to job responsibilities that include, but are not limited to, any of the following subjects:

- (a) Child development and learning.
- (b) Health, safety, and nutrition.
- (c) Family and community collaboration.
- (d) Program management.
- (e) Teaching and learning.
- (f) Observation, documentation, and assessment.
- (g) Interactions and guidance.
- (h) Child care center administrative rules.

Six out of ten child care staff members did not have documentation of 16 clock hours of professional development annually.

**R 400.8143 Children's records.**

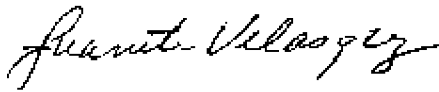
(8) Upon enrollment and annually thereafter, a center shall obtain and keep on file at the center a signed statement from a school-age child's parent confirming all of the following:

- (a) The child is in good health with activity restrictions noted.
- (b) The child's immunizations are up-to-date.
- (c) The immunization record or appropriate waiver is on file with the child's school.

The good health certifications were missing from the online enrollment packet. Parents did not sign off that their children were in good health.

#### IV. RECOMMENDATION

Upon receipt of an acceptable corrective action plan, I recommend renewal of the license.



05/24/2021

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Juanita G. Velasquez  
Licensing Consultant

Date