



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

June 5, 2023

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

RE: License #: DC500393423  
Dort Elementary  
16225 Dort Street  
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 5/18/2023, I found *two* violations. The violations are listed below and explained in the attached report:

**R 400.8131(3) Professional development requirements.**  
**R 400.8131(5) Professional development requirements.**

Due to the violations, you must send us a corrective action plan by 6/25/2023. 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.

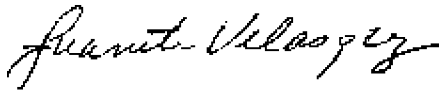
Upon receipt of an acceptable corrective action plan, a regular license will be issued. You will receive it in the mail.

<b>During calendar year 2022:</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 (517)284-9730.

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  
 Child Care Licensing Bureau  
 (586) 256-2044

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

**I. IDENTIFYING INFORMATION**

<b>License #:</b>	DC500393423
<b>Licensee Name:</b>	Roseville Comm Schools
<b>Licensee Address:</b>	18975 Church Street Roseville, MI 48066
<b>Licensee Telephone #:</b>	(586) 445-5724
<b>Licensee/Designee:</b>	Nicole Provo, Designee
<b>Name of Facility:</b>	Dort Elementary
<b>Facility Address:</b>	16225 Dort Street Roseville, MI 48066
<b>Facility Telephone #:</b>	(586) 445-5750
<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): 05/18/2023  
 Date of Environmental Health Inspection: N/A  
 Date of Fire Safety Inspection: School exempt  
 Date of Lead Hazard Risk Assessment, if applicable: N/A  
 Date of Documentation of Playground Compliance, if applicable: N/A-school age only

		No. of Records Reviewed	
No. of children enrolled in care	91	10	
No. of staff employed	15	5	
No. of volunteers	0	0	
No. of children present at time of inspection	26		
No. of staff present at time of inspection	4		
No. of volunteers present at time of inspection	0		
No. of children interviewed/observed	26		
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: cafeteria, gym, 305, 205, 202, 200  
 Approved Program Director: Kelly Torpey(multi-site sacc director)  
 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.

One out of five staff files reviewed was missing 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.**

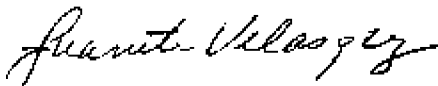
(5) Within 90 days of being hired, or the first day as an unsupervised volunteer, all child care staff members and unsupervised volunteers who work directly with children shall complete the following trainings, which may count toward annual professional development hours and are available at MiRegistry:

- (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.

One out of five staff files reviewed was missing documentation of trainings on subsections (c) through (g).

**IV. RECOMMENDATION**

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



06/05/2023

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Juanita G. Velasquez  
Licensing Consultant

Date