



STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

GRETCHEN WHITMER
GOVERNOR

ORLENE HAWKS
DIRECTOR

May 31, 2022

Susan Ridolphi
Marquette Area Public Schools
1201 W Fair Ave
Marquette, MI 49855

RE: License #: DC520361682
Graveraet Elementary
611 N. Front Street
Marquette, MI 49855

Dear Ms. Ridolphi:

This letter is a follow-up to the Department's findings regarding the interim inspection conducted at your center on 05/31/2022. The purpose of this inspection was to determine compliance with applicable licensing statutes and administrative rules for Child Care Centers.

The violations that were found are:

- R 400.8110 Applicant; licensee; licensee designee; requirements.**
(3) All of the following must be in a place, accessible, and visible to parents:
(b) A copy of these rules and a copy of the last page of any variances granted.

A copy of the child care licensing rules was in the back-room closet, inaccessible to parents.

- R 400.8112 Comprehensive background check; fingerprinting.**
(2) An applicant or licensee shall do all of the following:
(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.

There were no forms for the child care background system on site.

- R 400.8125 Staff; volunteer; requirements.**
(5) A written statement must be signed and dated by staff and volunteers at the time of hiring or before volunteering indicating all of the following information:

(a) The individual is aware that abuse and neglect of children is against the law.

(b) The individual has been informed of the center's policies on child abuse and neglect.

(c) The individual knows that all staff and volunteers are required by law to immediately report suspected abuse and neglect to children's protective services.

No written staff member statements regarding abuse and neglect were on site.

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 per week 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.

No TB verifications were maintained on site.

R 400.8131 Professional development requirements.

(1) The center shall provide an orientation about the center's policies and practices and these administrative rules for all personnel hired after the effective date of these rules and before unsupervised contact with children.

There was no verification on site that staff members received an orientation.

R 400.8143 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.

Two of ten cards reviewed had a blank line for the center name in the box authorizing the center to obtain emergency medical treatment.

R 400.8161 Emergency procedures.

(3) The plans required by subrule (1)(a) to (d) of this rule must be posted in a place visible to staff and parents.

The emergency plans are in a back room next to an unused door.

R 400.8173 Equipment.

(2) The current list of unsafe children's products that is provided by the department must be conspicuously posted in the center, as required by section 15 of the children's product safety act, 2000 PA 219, MCL 722.1065.

There was no recall list posted, nor was it found in any notebook.

Due to the violations, you must send us a corrective action plan by 6/22/2022. 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](#).

During the inspection, I observed children engaged in gross motor games in the gym and playing board games. Staff members encouraged appropriate behavior by the children and followed a routine schedule.

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,



Anne O'Neill, Licensing Consultant
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(906) 290-2131