



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

April 3, 2023

Michelle Runyan
Carleton Country Day School
12707 Maxwell Road
Carleton, MI 48117

RE: License #: DC580397092
Investigation #: 2023D0109006
Carleton Country Day School

Dear Ms. Runyan:

I conducted a special investigation because the child care licensing bureau received information regarding your facility that related to licensing rules or law. The information was related to the following:

- R 400.8380(1) Maintenance of premises.
- R 400.8380(2) Maintenance of premises.
- R 400.8380(4) Maintenance of premises.

The details of the information are in the attached report. To investigate:

- I interviewed the complainant, licensee, and child care staff members.
- I completed on-site inspections on the following dates: 02/21/2023.

As a result of this investigation, I found the following violation(s):

- R 400.8380(2) Maintenance of premises.**
- R 400.8380(4) Maintenance of premises.**
- R 400.8380(9) Maintenance of premises.**
- R 400.8385 Poisonous or toxic materials.**

I recommend no change to the current license status.

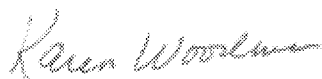
Due to the violations, you must send us a corrective action plan by 04/11/23. You can use our [corrective action plan](#) form or create your own. If you need help writing the corrective action plan, please contact me. If you do not send a corrective action plan, you may face disciplinary action. The 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.

During this special investigation:	Yes	No
A rule or law violation was found and a serious injury or death occurred.	☐	☒
A rule or law violation was found and abuse and/or neglect of a child occurred.	☐	☒

This report and any related corrective action plans must be filed in your licensing notebook. This report and any related corrective action plans will be online for parents to review under the [Statewide Search for Licensed Child Care Centers and Homes](#).

Sincerely,



Karen Woodman, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30664
Lansing, MI 48909
(517) 285-9301

enclosure

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
CHILD CARE LICENSING BUREAU
SPECIAL INVESTIGATION REPORT**

I. IDENTIFYING INFORMATION

License #:	DC580397092
Investigation #:	2023D0109006
Complaint Receipt Date:	02/15/2023
Investigation Initiation Date:	02/16/2023
Report Due Date:	04/16/2023
Licensee Name:	Carleton Country Day School
Licensee Address:	12707 Maxwell Road Carleton, MI 48117
Licensee Telephone #:	(734) 654-8424
Administrator:	Michelle Runyan, Designee
Licensee Designee:	Michelle Runyan, Designee
Name of Facility:	Carleton Country Day School
Facility Address:	12707 Maxwell Road Carleton, MI 48117
Facility Telephone #:	(734) 654-8424
Original Issuance Date:	02/20/2019
License Status:	REGULAR
Effective Date:	08/16/2021
Expiration Date:	08/15/2023
Capacity:	47
Program Type:	CHILD CARE CENTER

II. ALLEGATION(S)

	Violation Established?
The facility has ceiling tiles that are dirty and buckling, rats and mold.	Yes
Additional Findings	Yes

III. METHODOLOGY

02/15/2023	Special Investigation Intake 2023D0109006
02/16/2023	Special Investigation Initiated - Telephone Interviewed the complainant over the phone.
02/21/2023	Inspection Completed On-site Arrival time 9:57 AM; Departure 10:45 AM; Interviewed Child care staff member 1 and Child care staff member 2
02/21/2023	Inspection Completed-BCAL Sub. Compliance
02/28/2023	Contact - Telephone call made 1:45 PM: Interviewed licensee designee Michelle Runyan
02/28/2023	Exit Conference with licensee designee Michelle Runyan
03/02/2023	Contact – document received Michelle Runyan sent me the pest agreement she made with Orkin Pest Control.
03/13/2023	Contact – emails received Michelle Runyan
03/16/2023	Contact – document received Michelle Runyan sent me the test results from Erie Environmental.

ALLEGATION: The facility has ceiling tiles that are dirty and buckling, rats and mold.

INVESTIGATION: On 02/21/2023, I completed an unannounced on-site inspection at the child care center with child care licensing consultant Tanara Abner. I interviewed Child care staff member 1 (CCSM 1). CCSM 1 is the lead preschool caregiver and has worked at the center for 23 years. CCSM 1 said she is not aware of any mold in the building. The center was just upgraded with new floors in the summer of 2022 and the preschool floors were upgraded in December 2022. The entire inside of the center was painted two years ago and the outside of the building was painted last summer. The door locks were also replaced with codes. If anything is wrong at the center, licensee designee, Michele Runyan, fixes it. CCSM 1 is not aware of any ceiling tiles that are buckling. There was a leak in the back bathroom recently, but it was immediately fixed, and the tiles were replaced. CCSM 1 has never seen a rat or any droppings in the center. No one has ever told her that they have seen rats. She suspects that the complaints came from a former CCSM who was terminated the week before due to always being on her phone and keeping her back to the children. This former CCSM texted Ms. Runyan some “nasty things” and made threats that she was going to turn her into the health department. The former CCSM had worked at the center for a year.

I interviewed CCSM 2. CCSM 2 has been employed with the center for almost two years. CCSM 2 said she is not aware of any mold in the building or ceiling tiles that are buckling. She has never seen a rat in the building, and no one has ever told her they have seen rats. CCSM 2 recently terminated a CCSM because she was using her cell phone and had her back to the children. When CCSM 2 gave the former CCSM the termination letter, the former CCSM threatened to call the state on the center. The former CCSM also texted Ms. Runyan “bad things” about the other CCSMs. CCSM 2 feels that the former CCSM is trying to “get them back for letting her go”.

During the onsite inspection, I observed mouse droppings in the kitchen cupboards, under the sink in the kitchen, in the cabinet next to the refrigerator in the kitchen, in the hallway closet by the preschool classroom, in the room behind the preschool classroom, and in the children’s bathroom under the sink. There was a ceiling tile in the storage room that was hanging with insulation coming out, ceiling tiles in the hallway that were water stained, and the ceiling tile covering the light in the preschool classroom that was covered with dirt and bugs. Prior to the inspection I received pictures of black spots under the ceiling tiles when the tiles were removed for the water leak. During the on-site inspection, I did not observe the black spots because they were covered by the drop ceiling tiles.

On 2/29/2023, I conducted a telephone interview with child care licensing consultant Tanara Abner and licensee designee Michelle Runyan. Ms. Runyan said she not aware of any mold in the building. She isn’t sure where that information came from. Ms. Runyan said there were two leaks by the back bathroom when they got eight

inches of snow a few weeks ago. They had two buckets to catch the water and Ms. Runyan put a sign out that said that said the bathroom was closed and everyone used the bathrooms by the kitchen. The ceiling tiles were off during the time of the leak. Ms. Runyan said the black spots under the ceiling tiles were from a drop ceiling that was there before the ceiling tiles, and it was not mold. No CCSMs came to her about the black spots being mold and she did not get it tested. After the interview, Ms. Runyan contacted Erie Environmental to test the black spots for mold. Erie Environmental came out on 3/13/2023 to test for mold, asbestos and air quality. Ms. Runyan sent me the results of the tests on 3/16/2023. The test results showed that the black spots were not mold under the ceiling tiles and there was no asbestos.

Ms. Runyan explained that the center has a flat roof and anytime snow sits up there it tends to leak. This happened to them two years ago, so she had half of the roof re-done in 2021. Ms. Runyan called the roofers a few weeks ago after they got the eight inches of snow to come re-seal the roof. The roofers are unable to re-seal it until it gets warmer. Ms. Runyan does not know of any buckling ceiling tiles. Some are ugly but none are broken or buckling. All water-stained ceiling tiles were replaced last year.

Ms. Runyan has never seen a rat but knows that mice come in during the winter months. She bought some mouse traps that are totally enclosed so the mice go in and die there. She also purchased some plug-in rodent Repeller's to deter the mice from coming in. During the summer there is a maintenance guy who comes and sprays for ticks. Ms. Runyan also sprays lemon oil on the yard to help with ticks. After the interview, Ms. Runyan contacted Orkin Pest Control to come out and complete a pest treatment, along with installation of four door sweeps on the exterior main doors. Ms. Runyan provided me with the documentation of the pest management contract on 3/2/2023 with Orkin Pest Control.

APPLICABLE RULE	
R 400.8380	Maintenance of premises.
	(1) The premises must be maintained in a clean and safe condition and must not pose a threat to health or safety.
ANALYSIS:	Ms. Runyan had the black substance under the ceiling tiles tested for mold and asbestos by Erie Environmental. The report did not show any mold or asbestos in the ceiling. The black substance does not pose a threat to the health of safety of the children.
CONCLUSION:	VIOLATION NOT ESTABLISHED

APPLICABLE RULE	
R 400.8380	Maintenance of premises.
	(2) The premises must be maintained so as to eliminate and prevent rodent and insect harborage.
ANALYSIS:	Mouse droppings were found in the kitchen cupboards, under the sink in the kitchen, in the cabinet next to the refrigerator in the kitchen, in the hallway closet by the preschool classroom, in the room behind the preschool classroom, and in the children's bathroom under the sink.
CONCLUSION:	VIOLATION ESTABLISHED

APPLICABLE RULE	
R 400.8380	Maintenance of premises.
	(4) Floors, interior walls, and ceilings must be kept in sound condition, good repair, and maintained in a clean condition.
ANALYSIS:	There was a ceiling tile in the storage room that was hanging with insulation coming out, ceiling tiles in the hallway that were water stained, and the ceiling tile covering the light in the preschool classroom that was covered with dirt and bugs. The tiles are not kept in sound condition, good repair and maintained in a clean condition.
CONCLUSION:	VIOLATION ESTABLISHED

ADDITIONAL FINDINGS:

INVESTIGATION: Ms. Runyan stated that she did not have a pest management system in place. After the interview, Ms. Runyan secured a pest management system with Orkin Pest Control. She has provided me with the pest management agreements.

APPLICABLE RULE	
R 400.8380	Maintenance of premises.
	(9) A center shall adopt and implement an integrated pest management policy as required by section 8316 of the natural resources and environmental protection act, 1994

	PA 451, MCL 324.8316.
ANALYSIS:	The center does not have an integrated pest management policy.
CONCLUSION:	VIOLATION ESTABLISHED

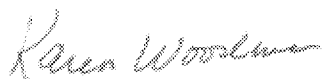
ADDITIONAL FINDINGS: Toxic materials were found under the sink in the kitchen and bathroom.

INVESTIGATION: During the onsite inspection on 02/21/2023, there was Spectr-O-Cide under the kitchen sink that says, "DANGER: KEEP OUT OF THE REACH OF CHILDREN". The kitchen is a licensed space where children eat lunch and there was no lock on the cupboard. There were also toilet cleaning supplies in the cabinet in the children's bathroom on the daycare side. There was no lock on the cabinet.

APPLICABLE RULE	
R 400.8385	Poisonous or toxic materials.
	Containers of poisonous or toxic materials must be clearly labeled for easy identification of contents and stored out of reach of children.
ANALYSIS:	Spectr-O-Cide was found under the kitchen sink and toilet cleaning supplies were found in the cabinet in the children's bathroom. These toxic materials were not stored out the reach of children.
CONCLUSION:	VIOLATION ESTABLISHED

IV. RECOMMENDATION

I recommend no change to the current license.

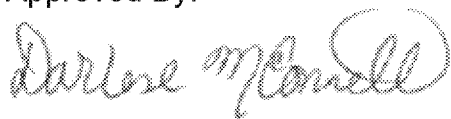


04/03/2023

Karen Woodman
Licensing Consultant

Date

Approved By:



04/03/2023

Darlese McConnell
Area Manager

Date