



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF  
LIFELONG EDUCATION, ADVANCEMENT, AND POTENTIAL  
LANSING

Michelle Richard  
ACTING DIRECTOR

**Report Type** : Renewal  
**Inspection Type:** Renewal

**Date of Inspection:** 6/5/2024,  
**Date of Report:** 6/12/2024

<b>Licensee Name(s)</b>	<b>License Number</b>
Pontiac School District	DC630348553
<b>Capacity</b>	<b>Facility Name</b>
135	Alcott Elementary School
<b>Program Type</b>	<b>Licensee Designee(s)</b>
Center	Nicole Marie Harris
<b>Central Administrator(s)</b>	<b>Program Director(s) Name</b>
	Melvin Lee <b>Qualifications:</b> R 400.8113(8)(a) (10). <b>Date PD Approved:</b> 6/13/2023
<b>Facility Address</b>	<b>Mailing Address</b>
460 W. Kennett, Pontiac, MI, 48340	47200 Woodward Ave., Pontiac, MI, 48342
<b>Facility Phone Number</b>	<b>Facility Email Address</b>
2484517910	henry.jackson@pontiacschools.org

### Findings of the Inspection

A copy of this renewal inspection report and any associated corrective action plans is available on the Child Care Licensing Bureau [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](#).

The 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.

If you have any questions regarding the report, please contact licensing consultant, Bagvati Yedur, at (248) 736-1869. In the event that Bagvati Yedur is not available, and you need to speak to someone immediately, please contact the Child Care Licensing Bureau at 517-284-9730.

<b>Inspection Details</b>		
<i>Number of Rules/Statutes Reviewed</i>	<i>Number of Rules/Statute Violations</i>	<i>Number of Rules/Statutes where Technical Assistance was Provided</i>
608	3	0
<i>Number of Children's Records Reviewed : Number of Children Enrolled</i>	<i>Number of Child Care Staff Member Records Reviewed : Number of Staff Employed</i>	<i>Number of Volunteer Records Reviewed : Number of Volunteers</i>
18 : 45	3 : 3	0 : 1
<i>Number of Children Observed : Number of Children Present During Inspection</i>	<i>Number of Child Care Staff Members Observed : Number of Child Care Staff Members Present During Inspection</i>	<i>Number of Volunteers Observed a: Number of Volunteers Present During Inspection</i>
17 : 18	2 : 2	0 : 0
<i>Licensee Interviewed</i>	<i>Program Director Interviewed</i>	<i>Child Care Staff Members Interviewed</i>
No	Yes	Yes

<b>Documentation of Required Inspections</b>		
<i>Type of Inspection</i>	<i>Date of Inspection</i>	<i>Findings</i>
Certification of fire safety for school building	4/30/2024	Approved
Environmental health inspection	6/5/2024	Approved

<i>Rule Number</i>	<i>Rule</i>	<i>Analysis</i>	<i>Conclusion</i>
R 400.8143(1)	Children's records. 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	Out of the 10 children's records reviewed 4 child information cards did not have completed information like the signature or date on the child information cards.	Repeat Violation Established  10/22/2023 : Violation Established;

	accessible in the center.		
R 400.8161(5)	Emergency procedures. A fire drill program, consisting of at least 1 fire drill quarterly, must be established and implemented.	There was only 1 fire drill documented for the school year 2022-23.	Violation Established
R 400.8161(6)	Emergency procedures. A tornado drill program, consisting of at least 2 tornado drills between the months of March through November, must be established and implemented.	There was only 1 tornado drill documented for the school year 2022-23.	Violation Established

Technical Assistance	
Rule Number	Rule

Hours of Operation						
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
3:30 PM To 6:00 PM	3:30 PM To 6:00 PM	3:30 PM To 6:00 PM	3:30 PM To 6:00 PM	3:30 PM To 6:00 PM		

Bureau Recommendation
You have submitted an acceptable corrective action plan. I recommend issuance of a regular license to this child care center.

<b>Approved By:</b>			
<i>Y. S. Shafiq</i> 6/11/2024			
Bagvati Yedur			
<b>Licensing Consultant</b>	<b>Date</b>		

