



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

April 29, 2022

Henry Jackson  
Pontiac School District  
47200 Woodward Ave.  
Pontiac, MI 48342

RE: License #: DC630365755  
**Rogers Elementary**  
**2600 Dexter Road**  
**Auburn Hills, MI 48326**

Dear Mr. Jackson:

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 4/19/2022, I found six violation(s) listed below and explained in the attached report: listed below and explained in the attached report:

- |                   |  |
|-------------------|--|
| <b>R 400.8112</b> | <b>Comprehensive background check; fingerprinting.</b> |
| <b>R 400.8131</b> | <b>Professional development requirements.</b>          |
| <b>R 400.8143</b> | <b>Children's records.</b>                             |
| <b>R 400.8143</b> | <b>Children's records.</b>                             |
| <b>R 400.8380</b> | <b>Maintenance of premises.</b>                        |
| <b>R 400.8380</b> | <b>Maintenance of premises.</b>                        |

Due to the violations, you must send us a corrective action plan by 5/19/2022. 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, a regular license will be issued. You will receive it in the mail.

<b>During calendar year 2021:</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,



Jinelle M. Manchester, Licensing Consultant  
Bureau of Community and Health Systems  
611 W. Ottawa Street  
P.O. Box 30664  
Lansing, MI 48909  
(313) 938-6141

enclosure

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

**I. IDENTIFYING INFORMATION**

<b>License #:</b>	DC630365755
<b>Licensee Name:</b>	Pontiac School District
<b>Licensee Address:</b>	47200 Woodward Ave. Pontiac, MI 48342
<b>Licensee Telephone #:</b>	(248) 451-7501
<b>Licensee/Designee:</b>	Henry Jackson, Designee
<b>Name of Facility:</b>	Rogers Elementary
<b>Facility Address:</b>	2600 Dexter Road Auburn Hills, MI 48326
<b>Facility Telephone #:</b>	(248) 451-6835
<b>Original Issuance Date:</b>	10/26/2015
<b>Capacity:</b>	150
<b>Age Range:</b>	Ages 5 years 0 months Thru 12 years
<b>Program Components:</b>	TRANSPORTATION SCHOOL AGE FOOD SERVICE BEFORE/AFTER SCHOOL

**II. METHODS OF INSPECTION**

Date of On-Site Inspection(s): 04/19/2022, 04/19/2022  
 Date of Environmental Health Inspection: N/A  
 Date of Fire Safety Inspection: N/A  
 Date of Lead Hazard Risk Assessment, if applicable:  
 Date of Documentation of Playground Compliance, if applicable:

		No. of Records Reviewed
No. of children enrolled in care	39	11
No. of staff employed	7	7
No. of volunteers	0	0
No. of children present at time of inspection	25	
No. of staff present at time of inspection	3	
No. of volunteers present at time of inspection	0	
No. of children interviewed/observed	25	
Persons Interviewed:	Licensee/Licensee Designee	<input checked="" type="checkbox"/>
	Program Director	<input type="checkbox"/>
	Caregiving staff	<input checked="" type="checkbox"/>

Approved Child Use Space: gym, café, media, library, Rms 1-12, Rms A & B, Rm 10a  
 Approved Program Director: Kay Forman  
 Approved Central Administrator: none  
 Approved Variances: no  
 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 400.8112                    Comprehensive background check; fingerprinting.**

**(1) Pursuant to section 5n of the act, MCL 722.115n, before an individual has unsupervised contact with children, the department shall determine the individual's eligibility to be any of the following:**

**(c) A child care staff member.**

As of 4/19/2022, staff member Jalen Coulter, had not been fingerprinted and found eligible in the Child Care Background Check. Jalen was present that day and was providing unsupervised care.

**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.**

As of 4/19/2022, program director, Kay Forman did not have verification that she had completed the required health and safety trainings.

**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.**

On 4/19/2022, five of the 11 children's information cards reviewed were missing information. They were missing parent information, doctor information, parent signatures and dates.

**R 400.8143 Children's records.**

(11) A center shall maintain an accurate record of daily attendance at the center that includes each child's first and last name and each child's arrival and departure time. Electronic records may be used. If electronic attendance records are used, then they must be available to the department at the time of an inspection. If the electronic attendance records are not available during an on-site inspection, then the center is in violation of this rule.

On 4/19/2022, 25 children signed in on the attendance sheet but at least five children went back and forth from a tutoring program held in a separate location in the school. Adjustments were not made to when the children left and returned to this licensed program. Consultation was provided in regard to keeping accurate attendance of the children and where they are throughout the time they are in this program's care.

**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.

On 4/19/2022, I observed damaged and water-stained ceiling tiles in the media/library area where care is provided.

**R 400.8380 Maintenance of premises.**

(7) Light fixtures, vent covers, wall-mounted fans, and similar equipment attached to walls and ceilings must be easily cleanable and maintained in good repair.

On 4/19/2022, I observed missing light covers in the media/library area where care is provided.

**IV. RECOMMENDATION**

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

*J. Manchester*

4/29/2022

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Jinelle M. Manchester  
Licensing Consultant

Date