



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

SHELLY EDGERTON
DIRECTOR

November 29, 2018

Margaret Rogers
Marquette Area Public Schools
706 Chippewa Square
Marquette, MI 49855

RE: License #: DC520019724
Superior Hills Elementary School
1201 S. McClellan Avenue
Marquette, MI 49855-9686

Dear Mrs. Rogers:

Attached is the Licensing Study Report for the above referenced facility. Due to one or more rule violations, a written corrective action plan is required. The corrective action plan is due 15 days from the date of this letter and 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. If you fail to submit an acceptable corrective action plan, disciplinary action will result.

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 (906) 226-4171.

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
Bureau of Community and Health Systems
234 W. Baraga Ave.
Marquette, MI 49855
(906) 290-2131

enclosure

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF COMMUNITY AND HEALTH SYSTEMS
RENEWAL INSPECTION REPORT**

I. IDENTIFYING INFORMATION

License #: DC520019724

Licensee Name: Marquette Area Public Schools

Licensee Address: 1201 W Fair Ave
Marquette, MI 49855

Licensee Telephone #: (906) 225-4400

Licensee/Designee: Margaret Rogers, Designee

Name of Facility: Superior Hills Elementary School

Facility Address: 1201 S. McClellan Avenue
Marquette, MI 49855-9686

Facility Telephone #: (906) 225-4295

Original Issuance Date:

Capacity: 50

Age Range: Ages 4 years 9 months Thru 12 years

Program Components: TRANSPORTATION
SCHOOL AGE
SCHOOL AGE-EXEMPT

II. METHODS OF INSPECTION

Date of On-Site Inspection(s): 11/20/2018
 Date of Environmental Health Inspection: N/A
 Date of Fire Safety Inspection: BCAL-5043 Cert. of School Bldg. 10/08/2018
 Date of Lead Hazard Risk Assessment, if applicable: Bldg. Constructed-2000 N/A
 Date of Documentation of Playground Compliance, if applicable: N/A

		No. of Records Reviewed
No. of children enrolled in care	72	10
No. of staff employed	4	4
No. of volunteers	0	0
No. of children present at time of inspection	18	
No. of staff present at time of inspection	2	
No. of volunteers present at time of inspection	0	
No. of children interviewed/observed	18	
Persons Interviewed:		
Licensee/Licensee Designee	<input type="checkbox"/>	
Program Director	<input checked="" type="checkbox"/>	
Caregiving staff	<input checked="" type="checkbox"/>	

Approved Child Use Space: The cafeteria is approved for the before and after school program. Room 27 and the gymnasium also remain approved for child care use.
 Approved Program Director: Leslie Brasure
 Approved Central Administrator: Margaret Rogers.
 Approved Variances: None.
 Key Indicator Inspection: No.

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.

(4) All program directors, site supervisors, and caregivers shall complete 16 clock hours of professional development annually on topics relevant to job responsibilities, including, but not limited to, child development and learning; health, safety and nutrition; family and community collaboration; program management; teaching and learning; observation, documentation, and assessment; interactions and guidance; professionalism; and the child care center administrative rules. The center may count CPR and first aid training for up to 2 hours of the annual professional development hours in the year taken.

During the 2016 calendar year, one caregiver completed only 9 clock hours of training. During the 2017 calendar year, one caregiver completed only 4 clock hours of training.

R 400.8134 Hand washing.

(4) Guidelines for hand washing shall be posted in food preparation areas, in toilet rooms, and by all hand washing sinks.

The guidelines for hand washing was not posted in the girls' rest room.

R 400.8161 Emergency procedures.

(4) The crisis management plan shall be maintained in a place known and easily accessible to staff.

The crisis management plan was posted with the other emergency plans in a location visible to parents and visitors.

During the inspection, I observed students arriving for the after school program. A group of students went out to the school playground. Another group remained indoors engaged in games and activities. Cafeteria tables were appropriately cleaned with the three-step process and snack was served.

III. RECOMMENDATION

Upon receipt of an acceptable corrective action plan, I recommend issuance of a regular license to this child care center.

 November 29, 2018

Anne O'Neill
Licensing Consultant

Date