



RICK SNYDER
GOVERNOR

State of Michigan
DEPARTMENT OF HUMAN SERVICES
BUREAU OF CHILDREN AND ADULT LICENSING



MAURA D. CORRIGAN
DIRECTOR

September 16, 2013

Julie Dibert
Community Unlimited Inc
PO Box 56
Union City, MI 49094

RE: Application #: DC120344411
Community Unlimited
221 Ellen St
Union City, MI 49094

Dear Ms. Dibert:

Attached is the Original Licensing Study Report for the above referenced facility. The study has determined substantial compliance with applicable licensing statutes and rules. Therefore, a provisional license with a maximum capacity of 18 is issued.

Please review the attached documentation for accuracy and feel free to contact me with any questions. In the event that I am not available and you need to speak to someone immediately, please feel free to contact the local office at (517) 241-2585.

Per MCL 722.113g, this report must be filed in your Licensing Notebook.

Sincerely,

Timothy A Swope, Licensing Consultant
Bureau of Children and Adult Licensing
301 E. Louis Glick Hwy
Jackson, MI 49201
(517) 262-9838

enclosure

**MICHIGAN DEPARTMENT OF HUMAN SERVICES
BUREAU OF CHILDREN AND ADULT LICENSING
LICENSING STUDY REPORT**

I. IDENTIFYING INFORMATION

License #:	DC120344411
Licensee Name:	Community Unlimited Inc
Licensee Address:	PO Box 56 Union City, MI 49094
Licensee Telephone #:	(517) 741-4656
Licensee/Designee:	Julie Dibert, Designee
Name of Facility:	Community Unlimited
Facility Address:	221 Ellen St Union City, MI 49094
Facility Telephone #:	(517) 741-4656 07/17/2013
Application Date:	
Capacity:	18
Program Type:	CHILD CARE CENTER

II. METHODOLOGY

07/17/2013	On-Line Enrollment
07/17/2013	Contact - Document Sent Rules & Act booklets
08/06/2013	Inspection Completed-Env. Health : A
08/26/2013	Inspection Completed On-site
09/16/2013	Inspection Completed-BCAL Full Compliance

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

A. Description of Facility

Approved space:

Community Unlimited Great Start Readiness Program is located in a one-story building in a residential area of Union City. The center will utilize two classrooms for child use space. The following rooms are approved for child use space:

- The **preschool room** measures 29 sq. ft. x 37 sq. ft. which equals 1073 sq. ft. This allows for the requested capacity of 18 children ranging in age from 4 to 5 years old. The licensee designee understands that two caregivers would be needed in this room if more than 12 children are present. The license designee further understands that if there is a mixed age group in this room, that the ratio is based on the ratio requirements of the youngest child.
- The **dance room** measures 24 sq. ft. x 28 sq. ft. which equals 672 square feet. This allows for the requested capacity of 18 children ranging in age 4 to 5 years. The licensee designee understands that two caregivers would be needed in this room if more than 12 children are present. The license designee further understands that if there is a mixed age group in this room, that the ratio is based on the ratio requirements of the youngest child.

Although multiple rooms are approved for use, the maximum number of children in care at any one time cannot exceed the requested capacity of 18 children ages 4 to 5 years old. The children can be spread out in the various rooms as long as the capacity for each individual room is not exceeded.

Equipment:

An adequate supply of age appropriate play and learning equipment was displayed at the time of the inspection. The equipment is adequate for both the ages of the children served and the center's capacity. The room arrangement is conducive to a preschool and school-age setting.

Number of sinks and toilets:

The facility has three toilets and five sinks available for child use which is adequate for the requested capacity of 18 children.

Outdoor play area:

The outdoor play area is fenced and is located in the back of the center. The outdoor play area exceeds the minimum square footage requirements for outdoor play space. There is a large grass area and a concrete area for riding toys. There are no other water hazards.

Documentation if a lead assessment was required and the results:

The school building was constructed prior to 1978. A lead hazard risk assessment was completed on 9/11/08 by Anthony Headley, Lead Inspector, who indicated that no lead hazards were identified within or outside the school building.

Documentation of playground safety:

The center is not required to have a playground safety inspection because the center does not use any large outdoor play equipment. Portable toys, playhouse structures, and young and older toddler equipment will be used.

B. Program Description

Ages of children served:

The center will accept children from 4 to 5 years of age.

Proposed days and hours of operation:

The program will operate Monday thru Thursday from 7:50 am until 2:30 pm.

Full or part time:

The center provides full and part- time programming from 7:50 am until 2:30 pm through the school year. The morning session will operate from 7:50 am until 10:45 am. The afternoon session will operate from 11:30 am until 2:30 pm.

Other program components:

Transportation services will be provided by the parents and Union City School district.

The center will provide breakfast, lunch and snacks. The meals are prepared in a centralized kitchen operated by Union City School District. The snacks provided will consist of prepackaged and fresh food items.

There will be no swimming or field trips.

Name of program director and under what rule the program director is qualified.

The approved program director is Ms. Julie Dibert. Ms. Dibert has been an approved program director under licensing rule R400.5103 (5) since 3/22/05. Ms. Dibert has a Bachelor's Degree in Early Childhood Education from Hillsdale College. Ms. Dibert has 18 credit hours in early childhood education, but does not have the child care administration credits or CEU's as required.

Explanation of variance(s), if any:

A variance was granted on 9/11/13 regarding licensing rule R 400.5103 (4) Program director qualification; responsibilities. Ms. Dibert has been named the program director of the child care center. She has a Bachelor's Degree in Early Childhood Education from Hillsdale College. Ms. Dibert has 18 credit hours in early childhood education, but does not have the child care administration credits or CEU's as required.

Ms. Dibert is registered for the Child Care Administration courses through the Office of Young Children. She is currently enrolled in Part I and will complete Part II once Part I is successfully completed. The licensee understands that the original provisional license will not be renewed to a regular license unless Ms. Dibert earns the 2 semester credit hours or a minimum of 3.0 CEUs in child care administration.

C. Rule/Statutory Violations

The center is in compliance with the licensing rules and statutes.

IV. RECOMMENDATION

I recommend issuance of a provisional license to this child care center.

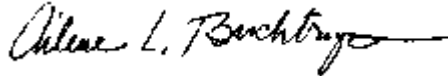


9/16/2013

Timothy A Swope
Licensing Consultant

Date

Approved By:



9/18/2013

Ailene Buchtrup
Area Manager

Date