



RICK SNYDER  
GOVERNOR

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



MAURA D. CORRIGAN  
DIRECTOR

September 13, 2011

Norman Peterson  
Foundation For Behavioral Resources  
600 S Lincoln St  
Augusta, MI 49012

RE: Application #: DC390313702  
CDC - Forest  
5196 Comstock Ave.  
Comstock, MI 49048

Dear Dr. Peterson:

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 64 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 (269) 337-5066.

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

Sincerely,

Sarah Rathburn, Licensing Consultant  
Bureau of Children and Adult Licensing  
322 E. Stockbridge Ave  
Kalamazoo, MI 49001  
(269) 337-5214

enclosure

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

**I. IDENTIFYING INFORMATION**

<b>License #:</b>	DC390313702
<b>Applicant Name:</b>	Foundation For Behavioral Resources
<b>Applicant Address:</b>	600 S Lincoln St Augusta, MI 49012
<b>Applicant Telephone #:</b>	(269) 731-5775
<b>Administrator/Licensee Designee:</b>	Norman Peterson, Designee
<b>Name of Facility:</b>	CDC - Forest
<b>Facility Address:</b>	5196 Comstock Ave. Comstock, MI 49048
<b>Facility Telephone #:</b>	(269) 488-2323
<b>Application Date:</b>	05/26/2011
<b>Capacity:</b>	64
<b>Program Type:</b>	CHILD CARE CENTER

## II. METHODOLOGY

05/26/2011	Enrollment
06/01/2011	Contact - Document Sent Rule & ACT Books
06/01/2011	File Transferred To Field Office Kalamazoo
06/21/2011	Inspection Completed-Env. Health : A
08/09/2011	Inspection Completed-Fire Safety : A
09/01/2011	Inspection Completed On-site
09/02/2011	Inspection Completed-BCAL Full Compliance

## III. DESCRIPTION OF FINDINGS & CONCLUSIONS

### A. Description of Facility

**The center is located within Forest Charter School. The center will serve up to 64 children between the ages of 3 – 12 years of age.**

#### **Rooms approved include:**

Room 107 measures 27 ft. x 36 ft. for a total of 972 square feet. The capacity of the room is 28 children, ages 3 years and older; however the licensee has requested a capacity of 16 children.

Room 108 measures 29 ft. x 27 ft. for a total of 783 square feet. The capacity of the room is 22 children, ages 3 years and older; however the licensee requests a capacity of 18 children.

The media room measures 36 ft. x 31 ft. for a total of 1, 116 square feet. The capacity of the room is 32 children, age 3 years and older; however the licensee requests a capacity of 30 children.

#### **Equipment:**

There is an adequate and varied amount of equipment for ages 3 – 12 years of age.

#### **Number of sinks and toilets:**

There are at least 6 sinks and 6 toilets available to children in care.

**Outdoor play area** – The outdoor play area is located in the back and to the side of the building. The play area is partially fenced and there are no water hazards. The outdoor play structures are only for the children enrolled in the school-age program.

**Documentation if a lead assessment was required and the results:**

A lead assessment was required and completed. There were no lead risk hazards.

**Documentation of playground safety:** The outdoor play area for the charter school has not been documented for playground safety; however only the school-age children will be allowed to use the equipment. The children in the preschool will not use the equipment. The center has placed a statement in the handbook to inform the parents of school-age children that the playground has not been approved.

**B. Program Description**

**Ages of children served:** Children ages 3 – 12 years of age.

**Proposed days and hours of operation:** The center will be open Monday-Friday from 6:30 AM to 6:00 PM. Preschool hours are from 8:30 – 11:00 AM and the preschool children may stay in care for the entire day.

**Full or part time (AM or PM sessions or both):** The center offers an AM preschool and a full day of child care. The center offers a kindergarten wrap-around program and a before and after school program open only to children who attend the charter school.

**Other program components** – The center will be transporting children on field trips in approved buses. The center will serve breakfast, lunch and 2 snacks from their approved kitchen. Children will not be swimming during child care hours.

The program director is Katie Kovac. She is approved under R 400.5103 (3) (b). A variance has been granted for R 400.5103 (4) and Katie Kovac is enrolled in a child care admiration class for the fall semester and the class will be completed prior to January 2012.

**Explanation of variance(s), if any:** The only variance granted is for the program director to complete a Child Care Administrative Class.

**C. Rule/Statutory Violations**

There are no violations.

**IV. RECOMMENDATION**

I recommend an original provisional license be approved.

*Sarah Rathburn*

9/13/2011

---

Sarah Rathburn  
Licensing Consultant

Date

Approved By:

*Yolanda Sims*

9/13/2011

---

Yolanda Sims  
Area Manager

Date