



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
BUREAU OF COMMUNITY AND HEALTH SYSTEMS

MIKE ZIMMER  
DIRECTOR

September 15, 2015

Debora Wigle  
Northeast Mich Com Serv Agency  
2375 Gordon Road  
Alpena, MI 49707

RE: License #: DC790284219  
Mayville Head Start  
106 Orchard St  
Mayville, MI 48744

Dear Ms. Wigle:

Attached is the Addendum to the Original Licensing Study Report for the above referenced facility.

Please review the enclosed 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 (810) 787-7031.

Per MCL 722.113g, this report and any related corrective action plans must be filed in your Licensing Notebook.

Sincerely,

A handwritten signature in purple ink that reads "Catherine Edgar".

Catherine Edgar, Licensing Consultant  
Bureau of Community and Health Services  
4809 Clio Rd.  
Flint, MI 48504  
(810) 931-1380

enclosure

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

**I. IDENTIFYING INFORMATION**

<b>License #:</b>	DC790284219
<b>Licensee Name:</b>	Northeast Mich Com Serv Agency
<b>Licensee Address:</b>	2375 Gordon Road Alpena, MI 49707
<b>Licensee Telephone #:</b>	(989) 356-3474
<b>Administrator/Licensee Designee:</b>	Debora Wigle, Designee
<b>Name of Facility:</b>	Mayville Head Start
<b>Facility Address:</b>	106 Orchard St Mayville, MI 48744
<b>Facility Telephone #:</b>	(989) 843-5341
<b>Capacity:</b>	40
<b>Program Type:</b>	CHILD CARE CENTER PRESCHOOL FOOD SERVICE TRANSPORTATION

## II. Purpose of Addendum

Mayville Head Start is adding a second classroom and requesting that the capacity be increased from 20 to 40 preschool-age children.

## III. Methodology

09/15/2015	Contact – Document received
	Modification request
09/15/2015	Inspection completed onsite

## IV. Description of Findings and Conclusions

The terms of the original license have been modified on September 18, 2007, September 8, 2009, and October 7, 2011.

The blended Head Start/GSRP program is located in the Mayville Elementary School, which houses grades Kindergarten through 6<sup>th</sup> grade. The areas approved for child care use are:

- Room 2 is 31 ft. x 28 ft. plus 23 ft. x 10 ft., plus 22 ft. x 13 ft., providing a total of 1,384 square feet. This will accommodate the requested capacity of 20 children ages 2 ½ years and older.
- Room 5 is 30 ft. x 28 ft., providing a total of 840 square feet. This will accommodate the requested capacity of 20 children ages 2 ½ years and older.

Room 2 has a hand washing sink and a bathroom with an additional hand washing sink and 2 toilets. Room 5 has a hand washing sink and a bathroom with an additional hand washing sink and 1 toilet. There is also an additional bathroom adjacent to room 5 that has 3 hand washing sinks and 5 toilets. This supports the center capacity of 40 children.

The classrooms are furnished with a variety of developmentally appropriate equipment to support the capacity increase.

Environmental health and fire safety inspections of all areas were completed at the time of original issuance; new inspections are not required. Because both classrooms were previously approved, a lead risk hazard assessment is not required at this time but will need to be completed by January 2, 2017.

**V. Recommendation**

I recommend a capacity increase from 20 to 40 preschool-age children.

*Catherine Edgar*

September 15, 2015

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Catherine Edgar  
Licensing Consultant

Date