



RICK SNYDER
GOVERNOR

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



MAURA D. CORRIGAN
DIRECTOR

August 16, 2012

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

RE: Application #: DC710323237
Rogers City Head Start
532 W. Erie Ave
Rogers City, MI 49779

Dear Ms. Wigle:

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 (231) 922-5309.

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

Sincerely,

Jeannie Ellis, Licensing Consultant
Bureau of Children and Adult Licensing
711 W Chisholm
Alpena, MI 49707
(989) 590-0191

enclosure

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

I. IDENTIFYING INFORMATION

License #:	DC710323237
Applicant Name:	Northeast Mich Com Serv Agency
Applicant Address:	2375 Gordon Road Alpena, MI 49707
Applicant Telephone #:	(989) 356-3474
Administrator/Licensee Designee:	Debora Wigle, Designee
Name of Facility:	Rogers City Head Start
Facility Address:	532 W. Erie Ave Rogers City, MI 49779
Facility Telephone #:	(989) 734-4407 05/29/2012
Application Date:	
Capacity:	18
Program Type:	CHILD CARE CENTER

II. METHODOLOGY

05/29/2012	Enrollment
05/31/2012	Inspection Completed-Fire Safety : A per superintendent's statement
06/04/2012	Application Incomplete Letter Sent
06/25/2012	Inspection Completed On-site
07/11/2012	Inspection Completed-Env. Health : A
08/16/2012	Application Complete/On-site Needed
08/16/2012	Inspection Completed-BCAL Full Compliance

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

A. Description of Facility

Approved space:

This child care facility is located in room 3 within the Rogers City Elementary School building in Rogers City, Michigan. This facility offers programming for Head Start Children ages 2 ½ through 6 years of age.

Room 3 measures a total of 637.5 square feet (25.5 feet X 25 feet) which will accommodate a capacity of 18 children. The program director and licensee designee understand that if there is a mixed age group in this room, the ratio is based on the ratio requirements for youngest child in the group.

Equipment:

This facility offers a significant and varied amount of developmentally appropriate equipment and supplies to meet the needs of children within the licensed capacity of 18.

Number of sinks and toilets:

This facility has two bathrooms in the classroom. A boy's bathroom and a girl's bath room. Each bathroom has one toilet, the classroom has one sink. Additional boy's and girl's bathrooms located in the hall three doors down from room three. These bathrooms each have 3 sinks and 5 toilets.

Outdoor play area - location, fenced or not, water hazards:

The outdoor play area is located on the Northwest end of the school. There are no water or other hazards located near this area. The Head Start staff will provide direct supervision of the children during outdoor play time.

Documentation if a lead assessment was required and the results:

Rogers City Elementary School was built before 1978; therefore a lead risk assessment was required. The lead risk assessment was completed by a certified lead risk inspector on 08/14/12. The results of this lead risk assessment were that no lead-based paint was found.

Documentation of playground safety:

At this time there is no elevated equipment. The licensee designee intends to have elevated equipment installed at a later date and understands that before any elevated equipment can be used by children in care they must have a playground safety inspection completed and submitted to the department.

B. Program Description

Ages of children served:

This program will serve children ages 2 ½ years through 6 years of age.

Proposed days and hours of operation:

This program will operate Monday through Thursday from 7:50Am through 3:00PM.

Full or part time (AM or PM sessions or both):

This program offers an AM and a PM session. The AM session operates from 7:50 AM through 11:20PM. The PM session operates from 11:20AM through 3:00PM.

Other program components - transportation, swimming, food service:

The transportation and food service for this program is all subcontracted through Rogers City Public Schools.

Name of program director and under what rule the program director is qualified. Document how the center meets the administrative requirement if a variance was granted.

The program director is Joan Lehman. She was approved as program director 09/04/1991 under R400.5103(3)(b) and is exempt from R400.5103(4).

Explanation of variance(s), if any:

No variances have been requested for this facility.

C. Rule/Statutory Violations

There were no rule violations. This facility was found to be in full compliance with all applicable rules and statutes.

IV. RECOMMENDATION

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

Jeannie C. Ellis

August 16, 2012

Jeannie Ellis
Licensing Consultant

Date

Approved By:

Jackie Horton

Jackie Horton
Area Manager

August 16, 2012