



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

SHELLY EDGERTON  
DIRECTOR

August 28, 2018

Kimberly Morden  
Mayville Schools  
106 Orchard Street  
Mayville, MI 48744

RE: Application #: DC790394133  
**Mayville Elementary School**  
**106 Orchard Street**  
**Mayville, MI 48744**

Dear Mrs. Morden:

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 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 (810) 787-7031.

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

Sincerely,

A handwritten signature in black ink, appearing to read "Juli Gohl".

Juli Gohl, Licensing Consultant  
Bureau of Community and Health Systems  
4809 Clio Road  
Flint, MI 48504  
(810) 423-2832

Enclosure

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

**I. IDENTIFYING INFORMATION**

<b>License/Application #:</b>	DC790394133
<b>Applicant Name:</b>	Mayville Schools
<b>Applicant Address:</b>	106 Orchard Street Mayville, MI 48744
<b>Applicant Telephone #:</b>	(989) 843-6115
<b>Licensee/Designee:</b>	Kimberly Morden, Designee
<b>Name of Facility:</b>	Mayville Elementary School
<b>Facility Address:</b>	106 Orchard Street Mayville, MI 48744
<b>Facility Telephone #:</b>	(989) 843-6115
<b>Application Date:</b>	05/08/2018
<b>Capacity:</b>	18
<b>Program Type:</b>	CHILD CARE CENTER

## II. METHODOLOGY

05/08/2018	Enrollment
05/15/2018	Contact - Document Sent Rule and public act books
05/15/2018	File Transferred To Field Office Flint
05/31/2018	Contact - Document Sent E-mail to Mrs. Morden
05/31/2018	Contact - Document Received E-mail from Mrs. Morden
06/12/2018	Application Incomplete Letter Sent
08/01/2018	Inspection Completed-Env. Health : A
08/06/2018	Contact - Document Sent E-mail to Mrs. Morden
08/10/2018	Inspection Completed-Fire Safety : A School fire safety form signed by superintendent
08/13/2018	Contact - Document Received Application items
08/14/2018	Contact - Document Received Application items
08/14/2018	Contact - Document Sent E-mail to Mrs. Morden
08/16/2018	Contact - Document Sent E-mail to Mrs. Morden

08/23/2018	Inspection Completed On-site
08/23/2018	Inspection Completed-BCAL Full Compliance
08/23/2018	Program Director Approval Request Received Mrs. Morden
08/24/2018	Contact - Document Received Application items
08/28/2018	Contact – Document Sent Program Director approval letter

### III. DESCRIPTION OF FINDINGS & CONCLUSIONS

#### A. Description of Facility

##### **Approved space (room numbers, sizes, capacity and ages of children for which each room/well-defined space is approved, etc.):**

The Mayville Elementary School’s before and after school program is located in the Mayville Elementary School. The building currently operates as a school.

The area approved for child care use is:

- The before and after-school classroom #28 is 24 ft. x 28 ft., providing a total of 672 square feet. This is sufficient space for the requested capacity of 18 children ages 5 through 12 years of age.

The overall approved child use space is sufficient for the total capacity of 18 children ages 5 through 12 years of age.

##### **Equipment:**

An equipment list was reviewed. The program has a large variety of age appropriate equipment and materials. The equipment supports the center’s requested capacity.

**Number of sinks and toilets:**

There is one handwashing sink in the classroom. There are two restrooms in a nearby hallway that the children will utilize. There is a total of 6 sinks, 6 toilets and 3 urinals in these restrooms.

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

Outdoor play will occur on the school's playground. No water hazards were observed.

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

A lead risk assessment was not required, as the program serves school-agers only.

**Documentation of playground safety:**

The program is exempt from this requirement, as the school-based program serves school-agers only. The school will have parents of enrolled children sign a statement confirming their notification that the school's playground equipment may or may not be in compliance with current playground safety requirements.

**B. Program Description**

**Ages of children served:**

Mayville Elementary School's before and after-school program will serve children 5 through 12 years of age.

**Proposed days and hours of operation:**

The facility will operate Monday through Friday from 6:00 am until 7:45 am and 3:00 pm until 6:00 pm.

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

The facility will offer both full and part time care. The program will offer both am and pm sessions.

**Other program components - transportation, swimming, food service:**

The program provides afternoon snacks that are pre-prepared and meet the Child and Adult Care Food Program requirements. The program will not offer transportation or swimming activities.

**Name of program director and under what rules the program director is qualified:**

Kimberly Morden is the approved program director. Mrs. Morden qualifies under licensing rule 400.8113 (10)(a).

**Is there a central administrator that meets the administrative requirement?**

A central administrator is not required.

**Explanation of variance(s), if any:**

**C. Rule/Statutory Violations**

There are no rule violations.

**IV. RECOMMENDATION**

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



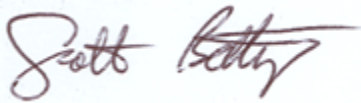
08/28/2018

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Juli Gohl  
Licensing Consultant

Date

Approved By:



08/28/2018

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Scott W. Bettys  
Area Manager

Date