



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

June 10, 2019

Jody Wade
Lake City Area Schools
5534 W Davis Rd
Lake City, MI 49651

RE: License #: DC570396299
Lake City Area Schools
5534 W Davis Rd
Lake City, MI 49651

Dear Ms. Wade:

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

Please review the enclosed 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 (517) 284-9720.

Per MCL 722.113g, this report must be filed in your licensing notebook.

Sincerely,

A handwritten signature in cursive script that reads "Linda Strube".

Linda Strube, Licensing Consultant
Bureau of Community and Health Systems
2700 Baker St.
P.O. Box 4290
Muskegon Heights, MI 49444
(231) 215-4608

enclosure

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

I. IDENTIFYING INFORMATION

License #:	DC570396299
Licensee Name:	Lake City Area Schools
Licensee Address:	5534 W Davis Rd Lake City, MI 49651
Licensee Telephone #:	(231) 394-0002
Administrator/Licensee Designee:	Jody Wade, Designee
Name of Facility:	Lake City Area Schools
Facility Address:	5534 W Davis Rd Lake City, MI 49651
Facility Telephone #:	(231) 394-0002
Capacity:	44
Program Type:	CHILD CARE CENTER

II. Purpose of Addendum

On 05/24/19, Ms. Wade requested that a summer program be added to the license.

III. Methodology

05/24/2019: Contact-Document Received (summer program handbook)

05/31/2019: Modification Request Received

IV. Description of Findings and Conclusions

A. Description of Facility

The center is located in the Lake City Elementary School building on Davis Street in Lake City. It is comprised of five rooms within the center.

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

The following rooms have been approved and meets the 35 square feet per child requirement:

- Room 410 measures 28 ft. X 28 ft., providing a total of 784 sq. ft. This will accommodate the capacity of 22 preschool and school-age children.

Note: The additional capacity of 22 preschool and school-age children will be accommodated by the use of a cart system that contains materials and required postings. The carts will be stored in Room 410. The carts will travel with children at all times that they will not be in Room 410 excluding outside time. Ms. Wade understands that there must be enough materials on the carts to accommodate the number of children in each of the following rooms at any one time, not to exceed the room capacity.

- Room 219 (Computer Lab) measures 28 ft. X 28 ft., providing a total of 784 sq. ft. This will accommodate the capacity of 22 preschool and school-age children. Ms. Wade understands that the room must contain materials as described above for enough children using the room at any one time not to exceed the capacity of the room.
- The Library measures 28 ft. X 50 ft. for a total of 1,400 sq. ft. This will accommodate the capacity of 40 preschool and school-age children. Ms. Wade understands that the room must contain materials as described above for enough children using the room at any one time not to exceed the capacity of the room.

- The Gym measures 70 ft. X 105 ft., providing a total of 7,350 sq. ft. This space will accommodate the center capacity of 44 preschool and school-age children. Ms. Wade understands that the room must contain materials as described above for enough children using the room at any one time not to exceed the capacity of the room.
- The cafeteria measures 56 ft. X 80 ft., providing a total of 4, 480 sq. feet. This will accommodate the center capacity of 44 preschool and school-age children. Ms. Wade understands that the room must contain materials as described above for enough children using the room at any one time not to exceed the capacity of the room.

The total center capacity is 44 preschool and school-age children.

Equipment: Room 410 and the use of a cart system allows this center to be furnished with an adequate variety of developmentally appropriate toys, games, and equipment for 44 preschool and school-age children.

Number of sinks and toilets:

In the Girl's Hallway bathroom near room 410 there are two handwashing sinks and three toilets. In the Boy's Hallway bathroom near Room 410 there are two handwashing sinks, one toilet, and two urinals.

In the Girl's Main Hall Bathroom there are two handwashing sinks and three toilets. In the Boy's Main Hall Bathroom there are two handwashing sinks, one toilet, and two urinals.

There is a total of eight handwashing sinks, eight toilets, and four urinals available to children which supports the center capacity of 44 children.

Outdoor play area - location, fenced or not, water hazards: The fully-fenced outdoor playground area is adjacent to the school building. There are no water or other hazards on the property.

Note: The playground equipment is not approved for use by the preschool age children at this time.

Documentation if a lead hazard risk assessment was required and the results: The facility was constructed originally in 1998; therefore, a lead hazard risk assessment is not required.

Documentation of playground safety: The center provides a statement in the handbook notifying parents that the center playground is not inspected for Child Care Licensing purposes: therefore, the playground is not approved for preschool children.

B. Program Description

The program is available to children that attend Lake City Area Schools Preschool Program (DC570372441) at 251 E. Russell St. Lake City and children attending Lake City Area Schools Elementary School at 5534 W. Davis St. Lake City. The program will operate during the school year only.

The before-school session will serve school-age children only from 6:30am-7:30am. At 7:30am, the children will be released to public school staff in the cafeteria.

The after-school session will serve both preschool and school-age children. The preschool children will be bussed from Lake City Area Schools Center (DC570372441) located on E. Russell St. upon the end of their school day to this center, Lake City Area Schools (DC570396299) located on W. Davis St. The preschool age children will be escorted to the bus by Lake City Area Schools, E. Russell St. staff and met upon exiting the bus by staff from either center and then escorted to the after-school program within the elementary school building. The after-school session runs from 3:15pm-6:00pm.

The summer program will serve both preschool and school-age children.

Ages of children served: The program will serve children ages 4 years-12 years.

Proposed days and hours of operation: The center will operate Monday-Friday during the school year from 6:30am-7:30am and again from 3:00pm- 6:00pm. The center will not operate when there is a half day of school or when Lake City Area Schools are not in session.

The summer program will operate Monday-Friday from 7:00 am to 6:00 pm, Monday through Friday.

Full or part time (AM or PM sessions or both): The center will operate part-time from 6:30am-7:30am and again from 3:00pm-6:00pm.

Other program components - transportation, swimming, food service:

There are no other program components. A daily snack will be served. The food will be prepared at the center through a vendor employed by the school.

Transportation is provided by the Lake City Area Schools; therefore, this is not considered a transportation component for child care licensing.

Food service will be provided for the summer program. Food will be prepared and delivered by Chartwells food service program. The center will provide breakfast, lunch, and two snacks.

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

Ms. Elaine Gallop is the before-school Program Director. Ms. Gallop holds a Bachelor's of Science degree in Education with a major in Elementary Early Childhood Education-Language Arts from Baker College and is approved under R400.8113 (9)(a) and (13).

Ms. Tracey Schneider is the after-school and summer Program Director. Ms. Schneider holds an Associate of Applied Science Degree with a major in Early Childhood Education from Baker College and is approved under R400.8113(9)(c) and (13).

Is there a central administrator that meets the administrative requirement?

There is no central administrator required at this time.

Explanation of variance(s), if any: There are no variances.

C. Rule/Statutory Violations

This facility is determined to be in substantial compliance with applicable licensing statutes and rules.

V. Recommendation

I recommend the approval of the summer school program.

Linda Strube

06/10/19

Linda Strube
Licensing Consultant

Date