



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

November 19, 2019

Janel Boulis  
EightCAP, Inc.  
5827 Orleans Rd.  
Orleans, MI 48865

RE: License #: DC370309820  
**Mt Pleasant Head Start**  
**3771 N. Mission Rd.**  
**Rosebush, MI 48878**

Dear Ms. Boulis:

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 (989) 732-8062.

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

Sincerely,

A handwritten signature in cursive script, appearing to read "Michael W Skonieczny".

Michael Skonieczny, Licensing Consultant  
Bureau of Community and Health Systems  
1919 Parkland Drive  
Mt. Pleasant, MI 48858-8010  
(989) 289-8572

enclosure

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

**I. IDENTIFYING INFORMATION**

<b>License #:</b>	DC370309820
<b>Licensee Name:</b>	EightCAP, Inc.
<b>Licensee Address:</b>	5827 Orleans Rd. Orleans, MI 48865
<b>Licensee Telephone #:</b>	(616) 754-9315
<b>Administrator/Licensee Designee:</b>	Janel Boulis, Designee
<b>Name of Facility:</b>	Mt Pleasant Head Start
<b>Facility Address:</b>	3771 N. Mission Rd. Rosebush, MI 48878
<b>Facility Telephone #:</b>	(989) 433-2962
<b>Capacity:</b>	58
<b>Program Type:</b>	CHILD CARE CENTER

## II. Purpose of Addendum

On 11/6/2019, Janel Boulis, the licensee designee, submitted a modification request to change the days and hours of operation to Monday-Friday 7:30AM-3:30PM.

## III. Methodology

11/06/2019 Modification Request Received

11/06/2019 Contact – Email received from Janel Boulis

## IV. Description of Findings and Conclusions

The terms of the original license have been modified on December 11, 2013, on September 5, 2014, on November 16, 2018, and on November 19, 2019.

The licensee designee requested the days and hours of operation be changed to Monday-Friday 7:30AM-3:30PM.

### A. Description of Facility

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

- Room 100 - This Head Start classroom has a total area of 818 square feet, which is adequate for 23 preschoolers at any one time. The room is licensed for 20 children but enrolls 18. The room is self-contained and has a toilet and a sink.
- Room 101 - This Head Start classroom has a total area of 748 square feet, which is adequate for 21 preschoolers. This room is licensed for 20 children but enrolls 18. The room is self-contained with a toilet and a sink.
- Room 109 – This office has a total of 276 square feet. This area will only be used for individualized speech services with a speech teacher.
- Room 121 – This Head Start GSRP Classroom has a total area of 844 square feet, which is adequate for 25 preschoolers. This room is licensed for 18 children
- Cafeteria - The cafeteria has a total area of 2,940 square feet. This is sufficient for 84 preschool children. Both Eight CAP Head Start classes and the Eight CAP GSRP class will use this room for meals and occasional large group activities. The Mt Pleasant Public Schools GSRP classes also use the cafeteria.
- Gymnasium - The gymnasium is 47 ½ x 68, providing a total of 3,230 square feet, which is adequate for 92 preschool children. All Eight CAP and Mt. Pleasant Public Schools early childhood programs use this space for gross motor activities.

### **Equipment:**

Mt Pleasant Head Start has a more than adequate collection of age appropriate furniture, toys and equipment for the approved capacity of 58 children.

**Number of sinks and toilets:**

Classrooms 100 and 101 each have a restroom with a toilet. Both rooms have sinks located outside the restrooms in the classrooms. There is also an approved set of bathrooms adjacent to the cafeteria. One bathroom has four toilets and two sinks, and the other bathroom has two toilets, two urinals, and two sinks.

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

A lead risk hazard assessment was conducted on 08/13/10. A report dated 08/19/10 stated that there are no lead paint or lead based hazards in Room 100, 101, 105, 106, the gymnasium or the playground. Subsequent lead risk hazard assessments have been completed on 8/11/2014, 8/22/2014, and 11/5/2018 stating there are no lead risk hazards in rooms 109, 121, 125, or the set of restrooms adjacent to the cafeteria.

**Documentation of playground safety:**

Mount Pleasant Head Start and GSRP children will use the playground at Rosebush Elementary. The play area is outside the south door of the building. Playground equipment was inspected by a certified playground inspector on 09/07/10. Approved equipment includes the All-In-One, the dome climber, the car climber and the four-bay swing set. There are no water hazards in the vicinity.

**B. Program Description**

**Ages of children served:**

The program will be licensed for ages 2 ½ through 6, however the majority of children enrolled in the program will be 4 years old.

**Proposed days and hours of operation:**

The program operates during the regular school year, Monday through Fridays.

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

Head Start offers both half day and full day programs. The morning program operates from 8:30 am to noon and the afternoon class runs from noon until 3:30. The full day program operates from 7:30AM – 3:30PM.

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

The facility offers food service, transportation, and GSRP.

**Name of program director and under what rule the program director is qualified.**

Brittany Grim was approved as a program director on 1/22/2011 under R400.8113 (9)(a) and (13). Brandi Nixon was approved as a program director on 9/22/2015 under R400.8113(9)(a) and (16). Victoria Augustine was approved as a program director on 8/31/2018 under R4008113(9)(a) and (13).

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

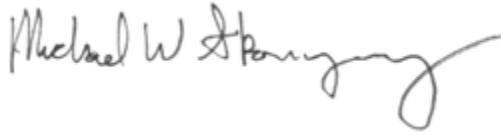
Janel Boulis was approved as the central administrator on 2/23/2018

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

There are no variances.

**V. Recommendation**

I recommend the program's days and hours of operation are Monday-Friday from 7:30AM to 3:30PM.



11/19/2019

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Michael Skonieczny  
Licensing Consultant

Date