



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

MARLON I. BROWN, DPA  
ACTING DIRECTOR

September 11, 2023

Michael Shembarger  
Trinity Lutheran Church  
9123 George Ave  
Berrien Springs, MI 49103

RE: License #: DC110016355  
**Trinity Lutheran Preschool**  
**9123 George Ave.**  
**Berrien Springs, MI 49103**

Dear Michael Shembarger:

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) 284-9730.

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

Sincerely,

A handwritten signature in black ink that reads "Amy Steger".

Amy Steger, Licensing Consultant  
Child Care Licensing Bureau  
611 W. Ottawa Street  
P.O. Box 30837  
Lansing, MI 48909  
(269) 568-2915

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>	DC110016355
<b>Licensee Name:</b>	Trinity Lutheran Church
<b>Licensee Address:</b>	9123 George Ave Berrien Springs, MI 49103
<b>Licensee Telephone #:</b>	(269) 473-1811
<b>Administrator/Licensee Designee:</b>	Michael Shembarger, Designee
<b>Name of Facility:</b>	Trinity Lutheran Preschool
<b>Facility Address:</b>	9123 George Ave. Berrien Springs, MI 49103
<b>Facility Telephone #:</b>	(269) 473-1811
<b>Capacity:</b>	130
<b>Program Type:</b>	CHILD CARE CENTER

## II. Purpose of Addendum

The center requested to approve two well-defined classrooms to serve preschool children. The center will no longer provide infant and toddler care.

## III. Methodology

03/17/2023	Inspection Completed-Environmental Health: A
08/08/2023	Inspection Completed-Fire Safety: A
08/17/2023	Modification request received
08/24/2023	Inspection Completed On-site

## IV. Description of Findings and Conclusions

The terms of the original license were modified on 02/14/2017, 11/01/2018, and 09/15/2022, and 09/11/2023.

The child care center is located in the Trinity Lutheran School in Berrien Springs with five approved classrooms and the Gymnasium. There is one modular building approved for child use.

The following rooms are approved for child care use:

- Preschool Room 1 (Room 5) is 30'x34' and 4'x10' providing for a total of 980 square feet. This allows for a capacity of 28 preschool or school age children. The licensee designee understands that if there is a mixed age group in this room, that the ratio is based on the requirements of the youngest child present in the room.
- Preschool Room 2 (Room 7) is 22'x25', providing for a total of 550 square feet. This allows for a capacity of 16 preschool or school age children. The licensee designee understands that if there is a mixed age group in this room, that the ratio is based on the requirements of the youngest child present in the room.
- GSRP Room (Room 8) measures approximately 30'x33', providing for a total of 990 square feet. This is enough space for the requested capacity of 16 preschool children. The licensee designee understands that if there is a mixed age group in this room, that the ratio is based on the requirements of the youngest child present in the room.
- Gymnasium measures 80'x60' providing for a total of 4,800 square feet. This allows for a capacity of 137 preschool and school age children. The licensee designee understands that if there is a mixed age group in this room, that the ratio is based on the requirements of the youngest child present in the room.

- Little Learners Building is divided into two classrooms. Little Learners 1 is 15'x16' (eating area) and 23'x28' (play/nap area) providing for a total of 884 square feet. This allows for a capacity of 25 preschool or school age children. Little Learners 2 is 23'x21' and 7'x12' providing for a total of 567 square feet. This allows for a capacity of 16 preschool or school age children. The office is not currently approved for child use. The licensee designee understands that if there is a mixed age group in this room, that the ratio is based on the requirements of the youngest child present in the room.

The facility has sufficient square footage to support the requested capacity of 130 children ages birth through 12 years.

The Preschool Room (Room 5) has one handwashing sink and one toilet. The Preschool Room 2 (Room 7) contains one handwashing sink. The GSRP Room (Room 8) has one handwashing sink and one toilet. There are bathrooms accessible in the hallway outside of the classrooms. The girls' bathroom contains three sinks and four toilets. The boys' bathroom contains three sinks, three toilets, and one urinal. The Little Learners Building contains two toilets and three handwashing sinks. There are a total of 12 handwashing sinks, nine toilets, and one urinal. This supports the requested capacity of 130 children.

The center has an adequate amount of developmentally appropriate equipment and materials for the ages and capacity requested.

The Certification of School Fire Safety Provisions was signed on 05/08/2023. An environmental health inspection was conducted on 03/17/2023 and received an "A" rating.

A lead hazard risk assessment was conducted on the school use spaces including Room 5 on 05/31/2017. Lead was identified in Room 5 but was painted. Room 7 and Room 8 are within a wing of the school which was constructed in 1997. The portable Little Learner Building was constructed in 2018 and does not require a lead hazard risk assessment.

**Terms:**

The center is approved for a total capacity of 130 children ages 2 years 6 months through 12 years.

The center provides one snack for children in care. Parents will be expected to provide all other food and a written food agreement will be kept on file.

The center does not offer transportation or a swimming component

**V. Recommendation**

I recommend the center serve children ages 2 years 6 months through 12 years and use the portable building for two separate groups of children.

*Amy Steger*

09/11/2023

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Amy Steger  
Licensing Consultant

Date