



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

May 2, 2023

Kathleen Dvoracek
Amy Baldwin
Saint Mary School
1005 Bridge St
Charlevoix, MI 49720

RE: License #: DC150022312
Saint Mary Pre-K
1005 Bridge St
Charlevoix, MI 49720

Dear Ms. Baldwin:

Attached is your renewal inspection report. You can find a copy of this renewal inspection report and any associated corrective action plans on our [website](#) under [Statewide Search for Licensed Child Care Centers and Homes](#). A description of when renewal inspection reports are completed can be found under [Overview of Licensing Reports](#).

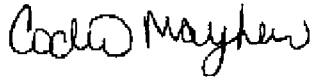
As a result of the renewal inspection on 5/2/2023, I did not find any rule or law violations. You will receive your regular license in the mail.

During calendar year 2022:	Total
Number of serious injuries that occurred in facility.	0
Number of deaths that occurred in the facility.	0
Number of substantiated cases of abuse and/or neglect of a child that occurred at the facility.	0

Please 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 and any related corrective action plans must be filed in your Licensing Notebook.

Sincerely,

A handwritten signature in black ink that reads "Codie Mayhew". The signature is written in a cursive, slightly slanted style.

Codie Mayhew, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30837
Lansing, MI 48909
(231) 342-5006 – Cell
(517) 284-9730- Main
(517)-763-0217- Fax
MayhewC@michigan.gov

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
CHILD CARE LICENSING BUREAU
RENEWAL INSPECTION REPORT**

I. IDENTIFYING INFORMATION

License #:	DC150022312
Licensee Name:	Saint Mary School
Licensee Address:	1005 Bridge St Charlevoix, MI 49720
Licensee Telephone #:	(231) 547-9441
Licensee/Designee:	Kathleen Dvoracek, Designee Amy Baldwin, Designee
Name of Facility:	Saint Mary Pre K
Facility Address:	1005 Bridge St Charlevoix, MI 49720
Facility Telephone #:	(231) 547-9441
Original Issuance Date:	
Capacity:	38
Age Range:	Ages 3 years 0 months Thru 12 years
Program Components:	PRESCHOOL SCHOOL AGE FOOD SERVICE BEFORE/AFTER SCHOOL

II. METHODS OF INSPECTION

Date of On-Site Inspection(s): 05/02/2023
 Date of Environmental Health Inspection: TBD
 Date of Fire Safety Inspection: 04/27/2023
 Date of Lead Hazard Risk Assessment, if applicable: 04/07/2017
 Date of Documentation of Playground Compliance, if applicable: 09/15/2018

		No. of Records Reviewed
No. of children enrolled in care	55	10
No. of staff employed	8	5
No. of volunteers	7	7
No. of children present at time of inspection	16	
No. of staff present at time of inspection	5	
No. of volunteers present at time of inspection	0	
No. of children interviewed/observed	16	
Persons Interviewed:	Licensee/Licensee Designee	☒
	Program Director	☒
	Caregiving staff	☒

Approved Child Use Space: Room #19, Room #30, Room #32, Room #33, Room #34,
 and the gymnasium are approved child use space.
 Approved Program Director: Amy Baldwin
 Approved Central Administrator: None
 Approved Variances: None
 Key Indicator Inspection: No

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

This renewal inspection involved a review of all applicable child care center administrative rules and statutes. Verification of compliance included direct observations of the physical environment and the program, discussions with staff, and a review of the center's records, including staff records and children's records. Staff records include background checks and training information. Children's records include child information cards, physical examination dates, and immunizations.

During the inspection, I observed the preschool classroom and the afterschool program classroom. The center was compliant with ratio requirements. While onsite, I observed lunch, programming, nap time, outdoor play, snack time, and the afterschool program. The classroom had a sufficient amount of developmentally age-appropriate equipment accessible to children. All of the child care staff members were observed being nurturing toward the children. I observed Ms. Baldwin assist a

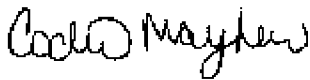
child with a minor cut injury. I observed one child care staff member positively redirect a child from climbing on the counter by the handwashing sink. Two child care staff members calmly intervened when a child began hitting and throwing items during story time. They were able to engage him with a different activity and worked with him on breathing to calm down. The center developed their own curriculum which focuses on five parts: spiritual, cognitive, social, emotional, and physical components to support early education. The outdoor play area is located in the back of the school. It features a climber, swings, and various other equipment to support physical development.

Technical Assistance and Consultation were provided on the following:

- I provided guidance on maximum group sizes in the cafeteria during lunch.
- I provided guidance on an individual chronic medical conditions plan for a child with seizures.
- Please ensure that there is a separate plan for intruder and active shooters.

IV. RECOMMENDATION

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



05/02/2023

Codie Mayhew
Licensing Consultant

Date