



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

MARLON I. BROWN, DPA
ACTING DIRECTOR

August 29, 2023

Tricia Petrosky
Charlevoix Public Schools
13513 Division St.
Charlevoix, MI 49720

RE: License #: DC150401993
Little Rayders Preschool
108 E. Garfield
Charlevoix, MI 49720

Dear Ms. Petrosky:

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 "Codie Mayhew".

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

enclosure

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

I. IDENTIFYING INFORMATION

License #:	DC150401993
Licensee Name:	Charlevoix Public Schools
Licensee Address:	13513 Division St. Charlevoix, MI 49720
Licensee Telephone #:	(231) 547-3215
Administrator/Licensee Designee:	Tricia Petrosky, Designee
Name of Facility:	Little Rayders Preschool
Facility Address:	108 E. Garfield Charlevoix, MI 49720
Facility Telephone #:	(231) 547-8143
Capacity:	100
Program Type:	CHILD CARE CENTER

II. Purpose of Addendum

On 08/18/2023, a modification request was received to add room 302 with a bathroom across the hall and remove room 209 as child use space.

III. Methodology

08/18/2023 Modification Request Received

08/23/2023 Inspection Completed Onsite

08/18/2023 Inspection Completed- Env. Health: A rated

05/26/2022 Fire Safety Provisions form signed by the superintendent

IV. Description of Findings and Conclusions

The terms of the original license have been modified on 08/29/2023, 08/23/2022, and 01/16/2020.

Little Rayders Preschool operates a before and after school program for preschoolers and school age children, and early childhood programs for preschool age children. The center is located in the Charlevoix Elementary School building, which is located in a residential neighborhood in Charlevoix, MI. Care will be provided for children from 3 through 12 years of age.

The following rules have been approved as child-use space and meet the 35 square feet per child requirement:

- **Room 302-** This room measured to be 25.9 ft. x 28.2 ft., providing a total of 730 square feet. Based on the 35 feet per child requirement, this allows for 21 children ages 3 years and above.
- **Room 418-** Full Day GSRP/Tuition-Based Room: This room measures 22.7 ft. x 47.3 ft. minus a teacher desk area measuring 5.2 ft. x 15.3 ft. for a total of 994 square feet. Based on 35 square feet per child, this allows for the requested capacity of 18 children ages three years and above. Maximum group sizes have to be followed for each age group. 3
- **Room 416 –** Half Day GSRP/Tuition-Based Room: This room measures 22 ft. x 48 ft. plus an additional tiled area measuring 8.6 ft. x 9.3 ft. for a total of 1,135.98 square feet. Based on 35 square feet per child, this allows for the requested capacity of 27 preschool and school age children. The licensee understands that when there is a mixed age group in the space, the

caregiver to child ratio is based on the age of the youngest child in the room. Maximum group sizes have to be followed for each age group.

- **Room 407 – Cafeteria:** This room is located in the middle of the building between two hallways and is used during the before and after school programs. There is a large storage cabinet in the space with a variety of supplies, games, puzzles, and art materials that are available for child use. The room measures 78 ft. x 40 ft. minus a storage closet measuring 7 ft. x 31 ft. for a total of 2,903 square feet and is used during before and after school programming. Based on 35 square feet per child this allows for the requested capacity of 55 children. The room will be divided into two by a visual marker on the floor allowing 28 children on one side and 27 children on the other side.

The licensee understands that when there is a mixed age group in the space, the caregiver to child ratio is based on the age of the youngest child in the room. Maximum group sizes have to be followed for each age group.

The center's total capacity at one time is 100. Even though Classrooms 312, 407, 416, and 418 have a total capacity higher than 100, the licensee designee understands that the total number of children in care at any one time cannot exceed 100.

The following room is approved as additional use space and were not used to determine the center's overall capacity:

- **Room 438 – Maker Room:** This room measures 36 ft. x 20 ft. for a total of 720 square feet. Based on 35 square feet per child, this allows for a room capacity of 20 school age children.
- **Room 444- Gymnasium:** This room measures at 99.5 ft. x 86.4 ft., providing a total of 8597 square feet. This allows for the requested capacity of 72 children ages 3 through 12 years. The gym is divided into two well-defined spaces by using the basketball half court line. This allows for 36 children on each side of the gymnasium.

The licensee understands that when there is a mixed age group in the space, the caregiver to child ratio is based on the age of the youngest child in the room. Maximum group sizes have to be followed for each age group.

The total space is sufficient for a center capacity of 100 children ages 3 through 12 years.

The preschool classrooms have enough age-appropriate supplies, materials, and equipment to support physical, cognitive, social, and emotional development as well as imaginative play, language and literacy experiences, creativity, and early

math and science concepts. The school age program has a variety of activities, supplies, and materials available for child use to supplement the areas of development not regularly provided for during the school day.

The toileting and handwashing facilities are sufficient to accommodate the requested capacity of 100 preschool and school age children. Room 418 has 1 toilet and 2 sinks in the classroom. Room 416 also has 1 toilet and 2 sinks in the classroom available for child use. Room 438 has two sinks. 2 additional bathrooms with a total of 2 toilets and 2 sinks located in the hall near rooms 418 and 416 are also available for child use. A girls' bathroom and a boys' bathroom located in the hall near the cafeteria provide an additional 2 sinks, 2 urinals, and 6 toilets. There is a bathroom located in Classroom 209 which contains one toilet and one handwashing sink. There is a set of bathrooms located across from classroom 302. The boys' restroom has two toilets, two urinals, and three handwashing sinks. The girls' restroom has four toilets and three handwashing sinks. There is also one handwashing sink in classroom 302.

The preschool outdoor play area is located directly outside the classrooms, accessible only to preschool children, and it is completely fenced. The fenced school age playground is located behind the preschool play area. There are no water hazards present.

A lead hazard risk assessment was conducted on 12/05/2019 and included all child use areas as well as the playground. No lead hazards were found. Classroom 312 is located in the newly renovated part of the school and the center provided a statement on 06/08/2022 indicating that the children would not access areas of the school not previously approved on the 12/05/2019 inspection. A playground inspection of the composite structure located on the preschool playground was completed by a certified playground inspector on 11/05/2019. A playground inspection of the school age equipment was conducted on 12/19/2019. On 08/18/2023, an "A" Rated Environmental Health Inspection was completed. On 05/26/2022, the Fire Safety Provision form was signed by the Superintendent.

Terms:

The center operates during the school year, September through June and it serves children ages 3 through 12 years. Children may attend the program part time in the mornings or full time.

- The before and after school program operates from 7:00AM to 8:00AM and from 3:00PM to 6:00PM, Monday through Friday.
- The half-day preschool program operates from 8:00AM to 11:00AM Monday through Thursday.

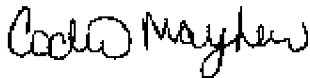
- The full day preschool program operates from 8:00AM to 3:00PM Monday through Thursday.
- The center also operates a tuition-based preschool program on Fridays from 7:00AM to 6:00PM.

The center provides food service including preschool snacks and lunch during the school day. Preschool families may also choose to pack lunches for their children. Preschool and school age children attending the before and after school program may bring their own snacks or purchase a snack from the school.

Transportation is provided by the school district and is not considered a program component under the definition outlined in R 400.8701(h)(ii). Swimming is not offered as a program component.

V. Recommendation

I recommend the addition of room 302 and the set of bathrooms across the hall along with the removal of room 209 as child use space.



08/29/2023

Codie Mayhew
Licensing Consultant

Date