



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF
LIFELONG EDUCATION, ADVANCEMENT, AND POTENTIAL
LANSING

DR BEVERLY WALKER
GRIFFEA
ACTING DIRECTOR

Report Type : Renewal
Inspection Type: Renewal

Date of Inspection: 7/16/2024
Date of Report: 7/16/2024

Licensee Name(s)	License Number
Communities In Schools of Northwest Michigan	DC150410353
Capacity	Facility Name
50	East Jordan Elementary School - Afterschool Program
Program Type	Licensee Designee(s)
Center	Amy Burk
Central Administrator(s)	Program Director(s) Name
	Amy Burk Qualifications: R 400.8113(8)(g) (9). Date PD Approved: 6/21/2022
Facility Address	Mailing Address
304 Fourth Street, East Jordan, MI, 49727	205 Grove Street, Mancelona, MI, 49659
Facility Phone Number	Facility Email Address
2313564385	aburk@cisnwmi.org

Findings of the Inspection

A copy of this renewal inspection report and any associated corrective action plans is available on the Child Care Licensing Bureau [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](#).

The 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.

If you have any questions regarding the report, please contact licensing consultant, Codie Mayhew, at (231) 342-5006. In the event that Codie Mayhew is not available and you need to speak to someone immediately, please contact the Child Care Licensing Bureau at 517-284-9730.

Inspection Details		
<i>Number of Rules/Statutes Reviewed</i>	<i>Number of Rules/Statute Violations</i>	<i>Number of Rules/Statutes where Technical Assistance was Provided</i>
608	0	1
<i>Number of Children's Records Reviewed : Number of Children Enrolled</i>	<i>Number of Child Care Staff Member Records Reviewed : Number of Staff Employed</i>	<i>Number of Volunteer Records Reviewed : Number of Volunteers</i>
10: 39	5: 10	1: 1
<i>Number of Children Observed : Number of Children Present During Inspection</i>	<i>Number of Child Care Staff Members Observed : Number of Child Care Staff Members Present During Inspection</i>	<i>Number of Volunteers Observed a: Number of Volunteers Present During Inspection</i>
28: 28	5: 5	0 : 0
<i>Licensee Interviewed</i>	<i>Program Director Interviewed</i>	<i>Child Care Staff Members Interviewed</i>
Yes	Yes	Yes

Documentation of Required Inspections		
<i>Type of Inspection</i>	<i>Date of Inspection</i>	<i>Findings</i>
Environmental Health Inspection	1/17/2024	A Rated
Fire Safety Provision's Form signed by the superintendent	6/19/2024	A Rated

Technical Assistance	
<i>Rule Number</i>	<i>Rule</i>
R 400.8131(6)	All child care staff members who work directly with children shall complete 16 clock hours of professional development annually on topics relevant to job responsibilities that include, but are not limited to, any of the following subjects:

Hours of Operation						
<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>	<i>Thursday</i>	<i>Friday</i>	<i>Saturday</i>	<i>Sunday</i>
3:00 PM To 6:00 PM	3:00 PM To 6:00 PM	3:00 PM To 6:00 PM	3:00 PM To 6:00 PM			

Bureau Recommendation

I recommend issuance of a regular license.

Approved By:

Codie Mayhew

07/16/2024

Codie Mayhew
Licensing Consultant

Date