



STATE OF MICHIGAN
 DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
 LANSING

GRETCHEN WHITMER
 GOVERNOR

ORLENE HAWKS
 DIRECTOR

May 8, 2023

Shannon Phelps
 Northwest Michigan Community Action Agency Inc
 3963 Three Mile Rd
 Traverse City, MI 49686

RE: License #: DC240292494
NMCAA Preschool - Alanson
7400 North Street
Alanson, MI 49706

Dear Ms. Phelps:

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](#).

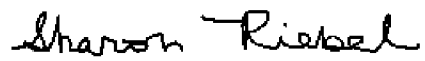
As a result of the renewal inspection on 4/24/2023, I did not find any rule or law violations. You will receive your regular license in the mail.

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 (989) 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 "Sharon Riebel". The signature is written in a cursive style with a large, prominent 'S' and 'R'.

Sharon Riebel, Licensing Consultant
Bureau of Community and Health Systems
611 W. Ottawa Street
P.O. Box 30664
Lansing, MI 48909
(231) 262-3833

enclosure

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

I. IDENTIFYING INFORMATION

License #:	DC240292494
Licensee Name:	Northwest Michigan Community Action Agency Inc
Licensee Address:	3963 Three Mile Rd Traverse City, MI 49686
Licensee Telephone #:	(231) 947-3780
Licensee/Designee:	Shannon Phelps, Designee
Name of Facility:	NMCAA Preschool - Alanson
Facility Address:	7400 North Street Alanson, MI 49706
Facility Telephone #:	(231) 548-2261
Original Issuance Date:	10/05/2007
Capacity:	18
Age Range:	Ages 2 years 6 months Thru 6 years
Program Components:	GSRP PRESCHOOL HEAD START

II. METHODS OF INSPECTION

Date of On-Site Inspection(s): 04/24/2023
 Date of Environmental Health Inspection: 02/21/2023
 Date of Fire Safety Inspection: 01/18/2023
 Date of Lead Hazard Risk Assessment, if applicable: N/A
 Date of Documentation of Playground Compliance, if applicable: 4/27/2010

		No. of Records Reviewed
No. of children enrolled in care	16	10
No. of staff employed	6	5
No. of volunteers	0	0
No. of children present at time of inspection	14	
No. of staff present at time of inspection	2	
No. of volunteers present at time of inspection	0	
No. of children interviewed/observed	14	
Persons Interviewed:		
Licensee/Licensee Designee	<input checked="" type="checkbox"/>	
Program Director	<input checked="" type="checkbox"/>	
Caregiving staff	<input type="checkbox"/>	

Approved Child Use Space: Classroom 101 and the multipurpose classroom are child use space.

Approved Program Director: Kelsie Perttu

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 free choice, small groups, lunch time, rest time, toileting, and hand washing. I observed child care staff members asking open ended questions with the children, responding to children's needs with a calm, nurturing voice, and caring for the children. I observed children using developmentally appropriate materials at different centers around the room. During rest time, the child care staff members rubbed the backs of children to assist them in calming their

bodies and resting. Child care staff members were mindful of when children used the bathroom and ensuring children washed their hands.

The facility is in compliance with all applicable rules and statutes.

IV. RECOMMENDATION

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

Sharon Riebel

5/8/23

Sharon Riebel
Licensing Consultant

Date