



GRETCHEN WHITMER
GOVERNOR

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

Michelle Richard
DIRECTOR

Report Type : Addendum to Original Report
Inspection Type: Modification

Date of Inspection: 2/13/2024
Date of Report: 2/20/2024

Licensee Name(s)	License Number
Northwest Michigan Community Action Agency Inc	DC280346560
Capacity	Facility Name
24	NMCAA Early Learning Center - Discovery
Program Type	Licensee Designee(s)
Child Care Center	Bethany Diane Dugan Karen P Lenaghan-Baughman Alicia Ruth Temple Terri J Schichtel Kimberly Jean Aultman Shannon E Phelps Teasha Shantal Lawson Kristin Lea Ruckle Kelly Lynn Stockfisch Kaylee Lovejoy Abria L Morrow
Central Administrator(s)	Program Director(s) Name
	Kimberly Ann Ghering Qualifications: R 400.8113(7)(a) (10). Date PD Approved: 8/14/2008
Facility Address	Mailing Address
3962 Three Mile Rd, Traverse City, MI, 49686	3963 Three Mile Rd, Traverse City, MI, 49686
Facility Phone Number	Facility Email Address
2319473780	tlawson@nmcaa.net

Findings of the Inspection

Purpose of Addendum: On 06/23/2023, the licensee designee requested the addition of infant/toddler programming in Room #5 and an increase in capacity from 16 to 24 children.

Findings and Conclusions: The terms of the original license have modified on 2/16/2024.

If you have questions regarding the report, please contact licensing consultant, Renee Libby at (231) 357-3087 or libbyr@michigan.gov. In the event that Renee Libby is not available and you need to speak to someone immediately, please contact the Child Care Licensing Bureau at 517-284-9730.

Description of Facility
Early Head Start and Head Start programs at Traverse City High School.

Approved Child Use Space
The licensee/ licensee designee understands that the ratio of child care staff member to children and the maximum group size is determined by the youngest child in the room. Equipment in the room must be appropriate for the ages of the children in the room.

Building/Wing	Room	Notes (location, well-defined space, etc.)	Lead Hazard Found
Traverse City High School	Head Start - Room #10		No
Age Range : Capacity		Square Footage	Space Used to Calculate Capacity
2.5 through 5 years : 16		700 sq. ft.	Yes

Building/Wing	Room	Notes (location, well-defined space, etc.)	Lead Hazard Found
Traverse City High School	Early Head Start - Room #5		No
Age Range : Capacity		Square Footage	Space Used to Calculate Capacity
Birth through 3 years : 8		930.9 sq. ft.	Yes

Documentation of Required Inspections		
<i>Type of Inspection</i>	<i>Date of Inspection</i>	<i>Findings</i>
Lead Hazard Risk Assessment	8/29/2023	No lead hazards found
Environmental Health Inspection	10/23/2023	"A" Rating
Certification of School Building Fire Safety Provisions	1/4/2024	Certification of School Building Fire Safety Inspection form signed by Superintendent.

Description of Outdoor Play Area			
<i>Location</i>	<i>Enclosed Space</i>	<i>Outdoor Hazards</i>	<i>Playground Inspection</i>
On north side of building, completely fenced	Fully fenced in area	None	8/9/2023

Number of Sinks and Toilets			
<i>Location</i>	<i># of Handwashing Sinks</i>	<i># of Toilets</i>	<i># of Urinals</i>
Girl's bathroom across hall from Room #10, one sink in Preschool classroom.	4	5	0
In classroom	2	1	0

Hours of Operation						
<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>	<i>Thursday</i>	<i>Friday</i>	<i>Saturday</i>	<i>Sunday</i>
07:40 AM To 3:30 PM	07:40 AM To 3:30 PM	07:40 AM To 3:30 PM	07:40 AM To 3:30 PM	07:40 AM To 3:30 PM		

Terms, Program Components, and Variances							
<i>Full Time or Part Time Care</i>	<i>Months of Operation</i>	<i>Care Before 6 AM</i>	<i>Care After 6 PM</i>	<i>Before School or After School Care</i>	<i>Overnight Care</i>	<i>Weekend Care</i>	<i>Head Start/GSRP</i>
Full Time	School Year	No	No		No	No	Head Start, GSRP
Food Service		No					
Transportation		No					
Swimming		No					
Variances		There are no variances					

Recommendation
I recommend the addition of infant/toddler programming in Room #5 and an increase in capacity from 16 to 24 children from birth through 6 years of age.

Approved By:	
<i>Renee Libby</i>	
2/20/2024	
Renee Libby	
Licensing Consultant	Date