



GRETCHEN WHITMER  
GOVERNOR

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

Michelle Richard  
DIRECTOR

**Report Type** : Renewal  
**Inspection Type:** Renewal

**Date of Inspection:** 2/22/2024  
**Date of Report:** 2/22/2024

Licensee Name(s)	License Number
Northwest Michigan Community Action Agency Inc	DC280346561
Capacity	Facility Name
16	NMCAA Preschool - Mill Creek
Program Type	Licensee Designee(s)
Center	Karen P Lenaghan-Baughman Kimberly Jean Aultman Shannon E Phelps Teasha Shantal Lawson Kristin Lea Ruckle Kaylee Lovejoy Abria L Morrow
Central Administrator(s)	Program Director(s) Name
	Taylor JeanGee Patton <b>Qualifications:</b> R 400.8113(7)(b) (12). <b>Date PD Approved:</b> 9/8/2023
Facility Address	Mailing Address
9039 Old M-72, Williamsburg, MI, 49690	3963 Three Mile Rd, Traverse City, MI, 49686
Facility Phone Number	Facility Email Address
2319473780	tlawson@nmcaa.net

### 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.

<b>Inspection Details</b>		
<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>
441	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>
9 : 9	5 : 5	3 : 3
<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>
8 : 8	3 : 3	0 : 0
<i>Licensee Interviewed</i>	<i>Program Director Interviewed</i>	<i>Child Care Staff Members Interviewed</i>
Yes	Yes	Yes

<b>Documentation of Required Inspections</b>		
<i>Type of Inspection</i>	<i>Date of Inspection</i>	<i>Findings</i>
Environmental Health Inspection	1/22/2024	A Rated
Fire Safety Provision's Form signed by superintendent.	1/3/2024	Fire Safety Provision's Form signed by superintendent on 01/03/2024.

<b>Technical Assistance</b>	
<i>Rule Number</i>	<i>Rule</i>
R 400.8143(3)	For children under school-age, at the time of a child's initial attendance, a center shall obtain, keep on file, and make accessible in the center 1 of the following:

Hours of Operation						
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
08:00 AM To 4:00 PM	08:00 AM To 4:00 PM	08:00 AM To 4:00 PM	08:00 AM To 4:00 PM	08:00 AM To 4:00 PM		

**Bureau Recommendation**

I recommend the issuance of a regular license.

**Approved By:**

*Codie Mayhew*      **02/22/2024**

Codie Mayhew <b>Licensing Consultant</b>	<b>Date</b>		
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