



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

May 15, 2023

Kelly Gignilliat
Jessica Anderson
Traverse City Area Public Schools
412 Webster Street
Traverse City, MI 49686

RE: License #: DC280409550
Blair Elementary School
1625 Sawyer Rd
Traverse City, MI 49685

Dear Ms. Anderson:

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 cursive script that reads "Codie Mayhew".

Codie Mayhew, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30664
Lansing, MI 48909
(231) 342-5006 – Cell
(517) 284-9730- Main
(517)-763-0217- Fax
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enclosure

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

I. IDENTIFYING INFORMATION

License #: DC280409550

Licensee Name: Traverse City Area Public Schools

Licensee Address: 412 Webster Street
Traverse City, MI 49686

Licensee Telephone #: (231) 933-1781

Administrator/Licensee Designee: Kelly Gignilliat, Designee
Jessica Anderson, Designee

Name of Facility: Blair Elementary School

Facility Address: 1625 Sawyer Rd
Traverse City, MI 49685

Facility Telephone #: (231) 933-1781

Capacity: 40

Program Type: CHILD CARE CENTER

II. Purpose of Addendum

On 03/22/2023, it was determined that a modification was needed to correctly identify the program components, child use space, room measurements, and approved bathrooms.

III. Methodology

05/15/2023 Modification Request Received

03/22/2023 Inspection Completed Onsite

08/23/2021 Inspection Completed-Env. Health: A

03/07/2022. Fire Safety Provisions form signed by superintendent

IV. Description of Findings and Conclusions

The terms of the original license were modified on 05/15/2023.

This child care center is located in Blair Elementary in the Traverse City Area Public School district. The center will serve children three years of age through five years of age.

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

- **Classroom 228:** This room measures 40.5 ft x 28.3 ft (minus 6.5 ft x 11.8 ft), providing a total of 1069.4 square feet. Based on 35 square feet per child, this allows for the requested capacity of 20 children ages 30 months and above. The licensee designee understands that child care staff member to child ratio requirements are determined by the youngest child present.
- **Classroom 231:** This room measures 40.3 ft x 28.5 ft (minus 6.5 x 12.2), providing a total of 1069.25 square feet. Based on 35 square feet per child, this allows for the requested capacity of 20 ages 30 months and above.

The licensee designee understands that child care staff member to child ratio requirements are determined by the youngest child present. 3 The center is approved for a total capacity of 40 children, 3 years through 5 years of age.

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

- **Room 218:** This room measures 10.3 ft x 27.2 ft, providing a total of 280.16 square feet. Based on 35 square feet per child, this allows for a total capacity of 8 ages 30 months and above. The licensee designee understands that child care staff member to child ratio requirements are determined by the youngest child present.
- **Room 205:** This room measures 15.6 ft x 9.9 ft, providing a total of 154.44 square feet. Based on 35 square feet per child, this allows for a total capacity of 4 ages 30 months and above. The licensee designee understands that child care staff member to child ratio requirements are determined by the youngest child present.
- **Library:** This room measures 77.4 ft x 29.6 ft (minus 28.8 ft x 13.9 ft), providing a total capacity of 40 ages 30 months and above. The licensee designee understands that child care staff member to child ratio requirements are determined by the youngest child present. The licensee designee understands that child care staff member to child ratio requirements and maximum group sizes are determined by the youngest child present. The library will be divided into two well-defined spaces. For children ages 30 months to 3 years, the maximum group size for a well-defined space is 16 children. To allow for the center's capacity, there can be 20 children ages 4 years and above in each well-defined space.
- **Gymnasium:** This room measures 80 ft x 53.3 ft, providing a total of 4264 square feet. ages 30 months and above. Based on 35 square feet per child, this allows for the center's capacity of 40 children ages 30 months and above. The licensee designee understands that child care staff member to child ratio requirements and maximum group sizes are determined by the youngest child present. The gymnasium will be divided into two well-defined spaces using the basketball half court line as the divider. For children ages 30 months to 3 years, the maximum group size for a well-defined space is 16 children. To allow for the center's capacity, there can be 20 children ages 4 years and above in each well-defined space.
- **Cafeteria:** This room measures 49.1 ft x 38.8 ft, providing a total of 1905.08 square feet. Based on 35 square feet per child, this allows for the center's capacity of 40 children ages 30 months and above. The licensee designee understands that child care staff member to child ratio requirements and maximum group size requirements are determined by the youngest child present. The cafeteria will be divided into two well-defined spaces using the aisle between the two tables. For children ages 30 months to 3 years, the maximum group size for a well-defined space is 16 children. For children ages 4 years and above, the maximum group size for a well-defined space is 26 children (on each side of the cafeteria).

- **Classroom 119:** This room measured to be 38.4 ft. x 25.4 ft. plus 11.9 ft. x 6.8 ft., providing a total of 1056 square feet. Based on the 35 square feet per child requirement, this allows for 30 children ages 30 months and above. The licensee designee understands that child care staff member to child ratio requirements and maximum group size requirements are determined by the youngest child present. For children ages 30 months to 3 years, the maximum group size for a well-defined space is 16 children.
- **Classroom 118:** This room measured to be 37.7 ft. x 27 ft., providing a total of 1018 square feet. Based on the 35 square feet per child requirement, this allows for 29 children ages 30 months and above. For children ages 30 months to 3 years, the maximum group size for a well-defined space is 16 children.
- **Classroom 115:** This room measured to be 37.7 ft. x 27 ft., providing a total of 1018 square feet. Based on the 35 square feet per child requirement, this allows for 29 children ages 30 months and above. For children ages 30 months to 3 years, the maximum group size for a well-defined space is 16 children.
- **Isolation Room 103:** This room measured to be 8.9 ft. x 6.7 ft., providing a total of 60 square feet. Based on 35 square feet per child, this allows for 1 child aged 30 months and above.
- **Isolation Room 104:** This room measured to be 9.1 ft. x 6.1 ft., providing a total of 55 square feet per child. Based on 3 square feet, per child, this allows for 1 child ages 30 months and above.

The classrooms have a varied supply of developmentally appropriate equipment to support physical, social, emotional, and cognitive development, imaginative play, language and literacy experiences, creativity, and early math and science experiences. There is an adequate amount of equipment to support capacity. The physical setting of the classroom provides opportunity for quiet and active, individual and group, and child and staff-initiated experiences.

There is a set of bathrooms adjacent from room 402. The boys' restroom has 1 toilet, 1 urinal, and 1 handwashing sink. The girls' restroom has 2 toilets and 1 handwashing sink. There is a shared bathroom between Classroom 228 and Classroom 231 has an attached bathroom which includes 1 toilet and 1 handwashing sink. Each classroom has a handwashing sink. The center has a minimum of four toilets, 1 urinal, and eight sinks.

Classroom 119 has an attached bathroom which includes one toilet and one handwashing sink. There is a shared bathroom between classroom 115 and 118 which includes one toilet and one handwashing sink. These two bathrooms cannot

be used until they have been approved on an A rated Environmental Health Inspection.

The partially fenced outdoor play area is located to the north of the building. There are no water hazards present. A certified playground inspection was completed on 08/03/2021. The purple climber (2 to 5 years), the purple composite structure (2 to 5 years), and the Bay 3 and Bay 4 swing sets (2 to 12 years) were included in the inspection.

A lead hazard risk assessment is not required because the building was built in 1990. There was an A rated Environmental Health Inspection on 08/23/2021. The Fire Safety Provision's form was signed by the superintendent on 03/07/2022.

Terms:


This program will serve children three years of age through five years of age. The program operates from 8:30am to 4:30pm, Monday through Friday.

The program offers full and part time sessions.

The center does not provide transportation or swimming components at this time. The center will serve breakfast, lunch, and PM snack.

V. Recommendation

I recommend the child use space, child use bathrooms, and program components listed above.



05/15/2023

Codie Mayhew
Licensing Consultant

Date