



GRETCHEN WHITMER
GOVERNOR

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

Michelle Richard
ACTING DIRECTOR

Report Type : Renewal
Inspection Type: Renewal

Date of Inspection: 3/20/2024,
Date of Report: 4/1/2024

Licensee Name(s)	License Number
Community Action Agency	DC300087557
Capacity	Facility Name
36	Pittsford Elementary Head Start
Program Type	Licensee Designee(s)
Center	Toby Lynn Berry
Central Administrator(s)	Program Director(s) Name
	Jody Spencer Schaedler Qualifications: R 400.8113(7)(b) (9). Date PD Approved: 8/28/2023
Facility Address	Mailing Address
9304 Hamilton Street, Pittsford, MI, 49271	1214 Greenwood Ave, Jackson, MI, 49203
Facility Phone Number	Facility Email Address
5175234228	cbenjamin@caajlh.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.

During the inspection, I found 0 violations. I recommend issuance of a regular license.

If you have any questions regarding the report, please contact licensing consultant, Kari Shepherd, at (517) 582-8039. In the event that Kari Shepherd 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>
704	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>
15 : 31	0 : 6	0 : 0
<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>
23 : 23	6 : 6	0 : 0
<i>Licensee Interviewed</i>	<i>Program Director Interviewed</i>	<i>Child Care Staff Members Interviewed</i>
No	Yes	Yes

Documentation of Required Inspections		
<i>Type of Inspection</i>	<i>Date of Inspection</i>	<i>Findings</i>
Kitchen License	9/25/2023	Approved
Boiler Inspection	5/11/2022	Accepted
School-Based Fire Inspection Certification		Accepted

<i>Rule Number</i>	<i>Rule</i>	<i>Analysis</i>	<i>Conclusion</i>

Technical Assistance	
<i>Rule Number</i>	<i>Rule</i>
R 400.8380(7)	Light fixtures, vent covers, wall-mounted fans, and similar equipment attached to walls and ceilings must be easily cleanable and maintained in good repair.

Hours of Operation						
<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>	<i>Thursday</i>	<i>Friday</i>	<i>Saturday</i>	<i>Sunday</i>

08:00 AM To 3:00 PM	08:00 AM To 3:00 PM	08:00 AM To 3:00 PM	08:00 AM To 3:00 PM	08:00 AM To 3:00 PM		
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Bureau Recommendation

I recommend issuance of a regular license.

Approved By:


4/1/2024

Kari Shepherd Licensing Consultant	Date		
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