



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

May 2, 2022

Toby Berry
Community Action Agency
1214 Greenwood Ave
Jackson, MI 49203

RE: License #: DC380409697
Townsend Elementary Head Start
1005 Floyd Avenue
Jackson, MI 49203

Dear Ms. Berry:

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](#).

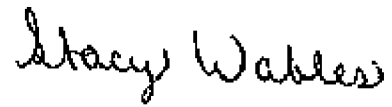
As a result of the renewal inspection on 4/27/2022, I did not find any rule or law violations. You will receive your regular license in the mail.

During calendar year 2021:	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 517-284-9730.

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 "Stacy Wables". The script is cursive and fluid, with the first name "Stacy" and last name "Wables" clearly legible.

Stacy Wables, Licensing Consultant
Bureau of Community and Health Systems
611 W. Ottawa Street
P.O. Box 30664
Lansing, MI 48909
(517) 899-5790

enclosure

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

I. IDENTIFYING INFORMATION

License #:	DC380409697
Licensee Name:	Community Action Agency
Licensee Address:	1214 Greenwood Ave Jackson, MI 49203
Licensee Telephone #:	(517) 784-6133
Licensee/Designee:	Toby Berry, Designee
Name of Facility:	Townsend Elementary Head Start
Facility Address:	1005 Floyd Avenue Jackson, MI 49203
Facility Telephone #:	(517) 784-6133
Original Issuance Date:	11/05/2021
Capacity:	22
Age Range:	Ages 4 years 0 months Thru 5 years 0 months
Program Components:	PRESCHOOL HEAD START

II. METHODS OF INSPECTION

Date of On-Site Inspection(s): 04/27/2022
Date of Environmental Health Inspection: N/A
Date of Fire Safety Inspection: 04/20/2022
Date of Lead Hazard Risk Assessment, if applicable: 08/16/2021
Date of Documentation of Playground Compliance, if applicable: N/A

		No. of Records Reviewed
No. of children enrolled in care	17	8
No. of staff employed	2	2
No. of volunteers	0	0
No. of children present at time of inspection	17	
No. of staff present at time of inspection	2	
No. of volunteers present at time of inspection	0	
No. of children interviewed/observed	17	
Persons Interviewed:		
Licensee/Licensee Designee	☒	
Program Director	☒	
Caregiving staff	☒	

Approved Child Use Space: Room 616 is approved for child care use.
Approved Program Director: Emileigh Miles
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.

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

IV. RECOMMENDATION

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

Stacy Wables

5/2/2022

Stacy Wables
Licensing Consultant

Date