



STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

GRETCHEN WHITMER
GOVERNOR

ORLENE HAWKS
DIRECTOR

March 6, 2023

Norma Ash
Kalamazoo Regional Educational Services Agency
422 E. South Street
Kalamazoo, MI 49007

RE: License #: DC390404944
Portage Schools GSRP
1401 Woodland Ave.
Portage, MI 49024

Dear Ms. Ash:

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 "Julia Majka".

Julia Majka, Licensing Consultant
Child Care Licensing Bureau
611 West Ottawa St.
P.O. Box 30664
Lansing, MI 48909
(269) 615-6039

enclosure

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

I. IDENTIFYING INFORMATION

License #:	DC390404944
Licensee Name:	Kalamazoo Regional Educational Services Agency
Licensee Address:	422 E. South Street Kalamazoo, MI 49007
Licensee Telephone #:	(269) 250-9845
Administrator/Licensee Designee:	Norma Ash, Designee
Name of Facility:	Portage Schools GSRP
Facility Address:	1401 Woodland Ave. Portage, MI 49024
Facility Telephone #:	(269) 250-9200
Capacity:	72
Program Type:	CHILD CARE CENTER

II. Purpose of Addendum

The licensee designee has requested to add room 108 to the approved use space and increase the capacity from 54 to 72.

III. Methodology

06/20/2022 Modification request received

08/30/2022 Inspection completed onsite

IV. Description of Findings and Conclusions

The facility is located within the Portage Public Schools, Woodland Elementary School and is part of the Kalamazoo Regional Educational Services Agency (Kalamazoo RESA). The rooms previously approved for child use space include Rooms 102, 103, and 105. The facility has requested to add Room 108 and increase the capacity from 54 to 72. The facility has sufficient square footage to support the licensee's requested increase in capacity.

Room 102 measures approximately 26ft. x 26ft., providing a total of 676 square feet. This accommodates a capacity of 19 children. This accommodates the requested capacity of 18 children ages 3 to 5 years of age.

Room 103 measures approximately 27ft. x 27ft., providing a total of 729 square feet. This accommodates a capacity of 21 children. This accommodates the requested capacity of 18 children ages 3 to 5 years of age.

Room 105 measures approximately 25ft. x 28ft., providing a total of 700 square feet. This accommodates a capacity of 20 children. This accommodates the requested capacity of 18 children ages 3 to 5 years of age.

Room 108 measures approximately 27ft. x 28ft., providing a total of 756 square feet. This accommodates a capacity of 22 children. This accommodates the requested capacity of 18 children ages 3 to 5 years of age.

Equipment: The facility has the required amount of developmentally appropriate equipment for the ages and capacity requested. 3

Number of sinks and toilets: The facility has access to a total of 8 toilets and 5 sinks.

Outdoor play area - location, fenced or not, water hazards: The children will use portable equipment in a grassy area that is located on the Northwest side of the school building. The play area is partially fenced, and the staff will use cones to outline the play area. There are no water hazards.

Documentation if a lead hazard risk assessment was required and the results:
A lead hazard risk assessment was completed on August 10, 2020 and there were no hazards found. Room 108 was assessed on this date but was not added to the original license.

V. Recommendation

I recommend approval of Room 108 for child use space and the increase in capacity from 54 to 72 children.

Julia Majka

3/7/2023

Julia Majka
Licensing Consultant

Date