



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: 4/9/2024,
Date of Report: 4/10/2024

Licensee Name(s)	License Number
Northwest Michigan Community Action Agency Inc	DC400346843
Capacity	Facility Name
16	NMCAA Preschool - Kalkaska St
Program Type	Licensee Designee(s)
Center	Karen P Lenaghan-Baughman Abria Lynn Morrow Terri J Schichtel Kimberly Jean Aultman Shannon E Phelps Teasha Shantal Lawson Kristin Lea Ruckle Kaylee Lovejoy
Central Administrator(s)	Program Director(s) Name
	Judy May Abernethy Qualifications: R 400.8113(7)(d) (12). Date PD Approved: 4/26/2022
Facility Address	Mailing Address
1700 W Kalkaska St, Kalkaska, MI, 49646	3963 Three Mile Rd, Traverse City, MI, 49686
Facility Phone Number	Facility Email Address
2312584040	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, Sharon Riebel, at (231) 262-3833. In the event that Sharon Riebel 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>
651	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>
10 :	5 :	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>
16 : 16	4 : 4	0 : 0
<i>Licensee Interviewed</i>	<i>Program Director Interviewed</i>	<i>Child Care Staff Members Interviewed</i>
Yes	Yes	Yes

Documentation of Required Inspections		
<i>Type of Inspection</i>	<i>Date of Inspection</i>	<i>Findings</i>
Certificate of School Building Fire Safety Provisions.	1/4/2024	No findings

Technical Assistance	
<i>Rule Number</i>	<i>Rule</i>
R 400.8143(6)	Within 30 days of a child's initial attendance, a center shall obtain, keep on file, and make accessible in the center a record of a physical evaluation of the child that notes any restrictions and is signed by a physician or the physician's designee. An electronic record from a physician's office will be accepted. The physical evaluation must be performed within 1 of the following time limits:

Hours of Operation

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
07:45 AM To 2:45 PM	07:45 AM To 2:45 PM	07:45 AM To 2:45 PM	07:45 AM To 2:45 PM	07:45 AM To 2:45 PM		

Bureau Recommendation
I recommend renewal of the regular license.

Approved By:			
<i>Sharon Riebel</i>			
Sharon Riebel	04/10/2024		
Licensing Consultant	Date		