



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

September 9, 2022

Shannon Phelps  
Northwest Michigan Community Action Agency Inc  
3963 Three Mile Rd  
Traverse City, MI 49686

RE: License #: DC400409755  
**NMCAA Preschool Rapid City**  
**5258 River Street**  
**Rapid City, MI 49676**

Dear Ms. Phelps:

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 "DeAndre Lawson".

DeAndre Lawson, Licensing Consultant  
Bureau of Community and Health Systems  
611 W. Ottawa Street  
P.O. Box 30664  
Lansing, MI 48909  
(231) 262-3833-Cell  
(517) 284-9730-Main  
(517) 763-0217-Fax  
lawsond@michigan.gov

enclosure

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

**I. IDENTIFYING INFORMATION**

|   |  |
|---|--|
| <b>License #:</b>                       | DC400409755                                    |
| <b>Licensee Name:</b>                   | Northwest Michigan Community Action Agency Inc |
| <b>Licensee Address:</b>                | 3963 Three Mile Rd<br>Traverse City, MI 49686  |
| <b>Licensee Telephone #:</b>            | (231) 947-3780                                 |
| <b>Administrator/Licensee Designee:</b> | Shannon Phelps, Designee                       |
| <b>Name of Facility:</b>                | NMCAA Preschool Rapid City                     |
| <b>Facility Address:</b>                | 5258 River Street<br>Rapid City, MI 49676      |
| <b>Facility Telephone #:</b>            | (231) 360-6175                                 |
| <b>Capacity:</b>                        | 20   |
| <b>Program Type:</b>                    | CHILD CARE CENTER                              |

## II. Purpose of Addendum

On September 6<sup>th</sup>, 2022, Ms. Lovejoy sent a request to change the days of operation from Monday through Thursday to Monday through Friday beginning September 6<sup>th</sup>, 2022. The center will operate occasionally on Fridays.

## III. Methodology

09/06/2022 Modification Request Received

## IV. Description of Findings and Conclusions

The terms of the original license were modified on 10/14/2021 and 9/9/2022.

The center is located in the Rapid City Elementary School. The center consists of two rooms.

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

- Classroom C15: This room is 29.2 ft. x 28 ft., minus 4.8 ft. x 6.9 ft., minus 9.2 ft. x 7.9 ft., providing a total of 711.3 square feet. There is sufficient space for the requested capacity of 20 children ages 30 months and above.

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

- Gymnasium: This room measured to be 66 ft. x 51.3 ft, providing a total 3,385.8 square feet. There is sufficient space for the requested capacity of 20 children ages 30 months and above. An inventory list was provided on 08/31/2021 and it shows that the classroom has a variety of developmentally appropriate equipment to support physical, social, emotional, and cognitive development. There is an adequate amount of equipment to support the licensed capacity for classroom C15 with three play spaces per child.

### **Number of sinks and toilets:**

There is a total of five toilets, two urinals, and five handwashing sinks. In classroom C15, there is one toilet and one handwashing sink. There is a boys' restroom adjacent to the gymnasium which consists of one toilet, two urinals, and two handwashing sinks. There is a girls' restroom adjacent to the gymnasium which consists of three toilets and two handwashing sinks.

There outdoor play area is located onsite and there is no fence surrounding it. There are no visible water hazards on the property. The center was originally built in 1964 and it was remodeled in 1992. There is an approved variance for R 400.8380(8). The NMCAA Preschool Rapid City Center will be servicing children 30 months through 5 years of age. The center will only be utilizing the remodeled space in the school. Since they will only utilize child use space in the remodeled part of the school, they requested a variance to allow them to open without having a Lead Hazard Risk Assessment. The center knows that if children are to access child use space in the part of the school built in 1964, a Lead Hazard Risk Assessment would need to be completed. A playground inspection was completed and approved on 07/31/2021. Due to the condition of some of the outdoor play equipment, only some of the equipment was approved for use by the child care. The following equipment has been approved in the outdoor play area: the small blue and red climber, the tire swings, the hexagon ball pit, the big climber for ages 5-12, the teeter totter, the tricycles, and the red arch.

A lead hazard risk assessment is not required because the center only uses the renovated part of the building. A variance was approved on 09/07/2021. On 08/02/2021, the Superintendent signed the Fire Safety Provision's Form. On 02/02/2021, An A-rated Environmental Health Inspection was completed.

**Terms:**

The center will serve children aged 30 months to 5 years old. The center will operate a full-time program Monday through Thursday from 07:50 AM to 02:50 PM during the school year.

The center will occasionally operate on Fridays from 07:50 AM to 02:50 PM. NMCAA has a contract with the school to provide lunch to the students. The center will provide a morning snack, lunch, and an afternoon snack. Parents are allowed to send a lunch and snacks. Transportation, swimming, and food service are not program components

**V. Recommendation**

I recommend a change in the proposed days of operation to Monday through Friday from 07:50 AM to 02:50 PM.



9-9-2022

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DeAndre Lawson

Date

Licensing Consultant