



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

MARLON I. BROWN, DPA
ACTING DIRECTOR

August 25, 2023

Attn: Cynthia McClafferty
Pinckney Community Schools
2130 East M-36
Pinckney, MI 48169

RE: License #: DC470019603
Country Elementary Latchkey
2939 E M36
Pinckney, MI 48169

Dear Ms. McClafferty:

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 (248) 975-5053.

Per MCL 722.113g, this report must be filed in your licensing notebook.

Sincerely,

A handwritten signature in black ink that reads "Thanh C. Biehl".

Thanh Biehl, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30837
Lansing, MI 48909
(734) 417-8580

Enclosure

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

I. IDENTIFYING INFORMATION

License #:	DC470019603
Licensee Name:	Pinckney Community Schools
Licensee Address:	2130 East M-36 Pinckney, MI 48169
Licensee Telephone #:	(810) 225-3900
Administrator/Licensee Designee:	Cynthia McClafferty, Designee
Name of Facility:	Country Elementary Latchkey
Facility Address:	2939 E M36 Pinckney, MI 48169
Facility Telephone #:	(810) 225-6640
Capacity:	341
Program Type:	CHILD CARE CENTER

II. Purpose of Addendum

On April 21, 2023, licensee designee, Ms. Cynthia McClafferty, submitted a modification request form to:

- Add GSRP program,
- Add classrooms 340, 350 and 360, and
- Increase capacity from 280 to 341.

III. Methodology

10/13/2015 Contact- Document received
Playground Inspection report completed by Darlene Wood, NPSI
#30489-0318 with SET SEG.

08/01/2023 Inspection Completed-Fire Safety: A
BCAL 5043- Certification of School Building

04/21/2023 Contact document received- Modification Request

08/24/2023 Inspection Completed On-site

08/24/2023 Inspection Completed-Env. Health: A

IV. Description of Findings and Conclusions

The terms of the original license have been modified on 09/12/2011, 10/12/2012, 09/23/2013, 10/28/2015, 10/25/2017, 05/20/2019, 10/05/2020, 03/23/2022, 09/06/2022, and 08/25/2023.

- August 25, 2023 - On April 21, 2023, licensee designee, Ms. Cynthia McClafferty, submitted a modification request form to: Add GSRP program, add classrooms 340, 350 and 360, and increase capacity from 280 to 341.
- September 6, 2022 – On August 9, 2022, licensee designee, Ms. Cynthia McClafferty, submitted a modification form to change the age of Classroom 230 for preschoolers. This room will be used as the second Preschool Classroom.
- March 23, 2022 – On March 14, 2022, licensee designee, Mrs. Cynthia McClafferty, submitted a modification request form to increase the capacity from 100 to 280 to accommodate the summer program. Please note: The Gymnasium was measured and added to the licensed capacity. The

Cafeteria and Gymnasium were measured in well-defined spaces to maintain compliance with the maximum group size.

- October 5, 2020- On August 14, 2020, licensee designee, Mrs. Cynthia McClafferty, submitted a modification request form to add a room next to the Main Office as approved space for the children in care. The room will be used as an isolation/sick room.
- May 20, 2019 – On April 29, 2019 – A modification request form was submitted to increase the capacity from 96 to 100, add a summer program and add Classroom #210, Classroom #200, Classroom #250, Classroom #370 Art Room, Classroom #380 Music Room, and Media Center as approved space for child care use.
- October 17, 2017 – A modification request form was submitted to add preschool age to the before and after school program.
- October 28, 2015 – During the on-site renewal inspection on 10/20/2015 the preschool program was using previously approved classroom 220 instead of room 240, which was being used during the 2013 renewal inspection. Classroom #220, Gym/Cafeteria, Classroom #240, and Classroom #230 are approved for child care use.
- September 23, 2013 – On July 11, 2013, a modification request form was submitted to add Classroom #230. Country Elementary School offers a preschool program and before and after school care for children ages 3 years through 12 years old. The preschool classes are held on Tuesday and Thursday mornings for 3 years old children and Monday, Wednesday, and Friday mornings for 4 years old children. The preschool hours for both age groups are 9:00 AM to 12:00 PM.
- October 12, 2012 – The licensee designee, Mr. Tedd Bradley, requested to add Room #220 for child care use.
- • September 12, 2011 – On April 20, 2010, the licensee designee submitted a modification request form to: (1) Add Room #240, (2) Change the age range to include 3 years through 4 years old, (3) Addition of a preschool component and (4) Increase the capacity from 90 to 96.

The child care program is located in Country Elementary School. The program offers before and after school care for school-age and preschool-age children. There is also a GSRP and preschool program for children ages 3 years through 5 years old) that operates during the school year, Monday through Friday.

The hours of operation:

Before Care: 6:15 am to 9:00 am

After Care: 3:00 pm - 6:00 pm

Preschool Full Day: 8:53 am - 3:57 pm

Half day: 9:00 am - 12:00 pm

During the summer, the child care offers a summer program for children ages 3 years through 12 years old. The summer program operates Monday through Friday from 6:30 am to 6:00 pm from June through August.

The summer program offers swimming and transportation for the school-age children only. The children will use the L.E.T.S. public transportation. The preschool age children will not be swimming nor will they be using the transportation. The preschoolers will not participate with the school-age children's activities. All snacks and lunches are provided by parents. Parents will have the option of purchasing a slice of pizza at snack time twice a week from Hungry Howie's Pizza.

During the school year, the child care program will provide meals and snacks for children. The meals are prepared and catered by Aramark through Pinckney Schools.

Transportation is not provided.

The following rooms are approved for child care use:

Classroom #200 is measured at 21.916 x 17.5 plus 9.583 x 17.25 for a total of 548.84 sq. ft. At 35 square feet per child, the capacity of this room is 16 children. This room is used for the summer program.

Classroom #210 is measured at 24.75 x 12.75 plus 7.666 x 20.666 for a total of 473.99 sq. ft. At 35 square feet per child, the capacity of this room is 14 children. There is a room located inside Classroom #210; this room is not approved for child care use. This room is used for the summer program.

Classroom# 220 is currently being used as the Preschool Classroom. It was previously measured 30.5 x 30 for a total of 915 sq. ft. At 35 square feet per children, the capacity of this room is 26 children. This room is also used for the summer program.

Classroom# 230 will be used as the second Preschool Classroom. It was previously measured 29 x 30 for a total of 870 sq. ft. At 35 square feet per child, the capacity of this room is 25 children. This room is also used for the summer program.

Classroom# 240 was previously measured 29 x 28 for a total of 812 sq. ft. At 35 square feet per child, the capacity of this room is 23 children. This room is used for the summer program.

Classroom# 250 is measured at 18.833 x 29.25 plus 6.333 x 20.583 for a total of 681.22 sq. ft. At 35 square feet per child, the capacity of this room is 20 children. This room is used for the summer program.

Classroom# 370 (Art Room) is measured at 25.416 x 24.333 plus 9 x 12 for a total of 726.45 sq. ft. At 35 square feet per child, the capacity of this room is 21 children. The capacity of this room is excluded from the center's overall capacity.

Classroom# 380 (Music Room) is measured at 25.5 x 28.0 plus 8.25 x 22.583 for a total of 900.31.45 sq. ft. At 35 square feet per child, the capacity of this room is 26 children. The capacity of this room is excluded from the center's overall capacity.

Media is measured at 20.666 x 18.083 plus 46.5 x 29.0 plus 38.33 x 19.50 for a total of 2469.69 sq. ft. At 35 square feet per child, the capacity of this room is 71 children. The capacity of this room is excluded from the center's overall capacity.

Cafeteria was measured in three well-defined spaces (tape):

- Stage is measured approximately 5.0 x 41.0 plus 2.0 x 35.0 plus 3.0 x 25.0 plus 3.0 x 17.0 for a total of 401.0 sq. ft. At 35 square feet per child, the capacity of this space is 12 children.
- Left side of the cafeteria is measured at 34.0 x 38.0 for a total of 1292 sq. ft. At 35 square feet per child, the capacity of this space is 36 children.
- Right side of the cafeteria is measured at 34.0 x 38.0 for a total of 1292 sq. ft. At 35 square feet per child, the capacity of this space is 36 children.

Gymnasium was measured in two well-defined spaces (blue tape; used for summer program):

- Left side of the Gymnasium is measured at 34.0 x 45.0 for a total of 1530 sq. ft. At 35 square feet per child, the capacity of this space is 43 children. The licensee designee has requested to reduce the capacity to 36. Therefore, the capacity of this space is 36 children.
- Right side of the Gymnasium is measured at 34.0 x 45.0 for a total of 1530 sq. ft. At 35 square feet per child, the capacity of this room is 43 children. The licensee designee has requested to reduce the capacity to 36. Therefore, the capacity of this space is 36 children.

Please note: The Cafeteria and Gymnasium are approved for children ages 3 years through 12 years old.

- Children ages 3 years of age until 4 years of age has a ratio of 1 child care staff member to 10 children with a group size of 30.

- Children ages 4 years of age until school-age has a ratio of 1 child care staff member to 12 children with a group size of 36.
- School-ager has a ratio of 1 child care staff member to 18 children with a group size of 36.
- If there are children of mixed ages in the same room or well-defined space, then the ratio and group size shall be determined by the age of the youngest child, unless each group of children is clearly separated and the appropriate child care staff member-to-child ratios and group sizes, if applicable, for each age group are maintained.

Isolation/Sick Room is located next to the Main Office. The small office was measured at 10.083×9.166 plus 6.33×4.666 equals 121.96 sq. ft. At 35 square feet per child, the capacity of this room is 4 children. The capacity of this room is excluded from the center's overall capacity.

Classroom# 340 (4's Half Day) is measured at 16.83×29.33 plus 12.33×16.83 equals 701.26 sq. ft. At 35 square feet per child, the capacity of this room is 20 children.

Classroom# 350 (3's) is measured at 27.0×25.42 equals 686.23 sq. ft. At 35 square feet per child, the capacity of this room is 20 children.

Classroom# 340 (GSRP 4's) is measured at 27.0×20.583 plus 8.67×19.58 equals 725.45 sq. ft. At 35 square feet per child, the capacity of this room is 21 children.

Due to the numbers of toilets and urinals, the maximum capacity of the center at any one time cannot exceed 341 children.

There is a total of 22 toilets, 33 hand washing sinks and 6 urinals.

The building was built in 1980 and does not require a lead hazard risk assessment.

A playground inspection report was completed on October 13, 2015, by Darlene Wood, NPSI #30489-0318 with SET SEG.

V. Recommendation

I recommend approving the following:

- Adding GSRP program,
- Adding classrooms 340, 350 and 360, and
- Increasing capacity from 280 to 341.



08/25/2023

Thanh Biehl
Licensing Consultant

Date