



STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

GRETCHEN WHITMER  
GOVERNOR

ORLENE HAWKS  
DIRECTOR

May 10, 2023

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

RE: License #: DC470087564  
Navigator School  
2150 E. M-36  
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**

<b>License #:</b>	DC470087564
<b>Licensee Name:</b>	Pinckney Community Schools
<b>Licensee Address:</b>	2130 East M-36 Pinckney, MI 48169
<b>Licensee Telephone #:</b>	(810) 225-3900
<b>Administrator/Licensee Designee:</b>	Cynthia McClafferty, Designee
<b>Name of Facility:</b>	Navigator School
<b>Facility Address:</b>	2150 E. M-36 Pinckney, MI 48169
<b>Facility Telephone #:</b>	(810) 225-5200
<b>Capacity:</b>	269
<b>Program Type:</b>	CHILD CARE CENTER

## II. Purpose of Addendum

On December 2, 2022, licensee designee, Ms. Cynthia McClafferty, submitted a modification request form to:

- Increase the capacity from 50 to 269,
- Add Classroom 444 Art and Classroom 441 Music as approved child care use.

Please note: The Cafeteria, Recreation and Gymnasium were re-measured due to the maximum group size requirements.

## III. Methodology

11/02/2015 Contact – Document Received  
Playground Inspection was completed by Darlene Woods, Set Seg, NPSI #30489-0318.

06/01/2017 Contact – Document Received  
A lead hazard risk assessment was completed by Phil Grosse, Arch Environmental Group P-06452.

12/02/2022 Contact document received- Modification Request

03/14/2023 Inspection Completed-Fire Safety : A  
BCAL 5043 Certification of School Building

05/01/2023 Inspection Completed On-site

## IV. Description of Findings and Conclusions

The terms of the original license have been modified on June 23, 2017, October 17, 2017, May 3, 2019, August 18, 2020, and May 10, 2023.

- June 23, 2017 - A modification request form dated April 5, 2017 to increase the capacity to 267, add Classroom 121 and the Cafeteria as approved space for child care use, and add a preschool component to the license. The licensee understood and agreed that the child care program will lose its exemption status due to the addition of the preschool component.

- October 17, 2017 – A modification request form dated September 26, 2017 to add swimming for school-age children only and add Classroom 119 (Media) for child care use.
- May 3, 2019 - On May 2, 2019, Ms. Cynthia McClafferty, submitted a modification request form to remove the preschool, summer program, and reduce the capacity from 267 to 50.
- August 18, 2020 – On August 14, 2020, licensee designee, Ms. Cynthia McClafferty, submitted a modification request form to add a sick room for the children in care. The sick room is located in the Office in the Recreation room.
- May 10, 2023 - On December 2, 2022, licensee designee, Ms. Cynthia McClafferty, submitted a modification request form to increase the capacity from 50 to 269, and add Classroom 444 Art and Classroom 441 Music as approved child care use.

The child care program is located in the Navigator Upper Elementary school building in a residential neighborhood in Pinckney, MI. Currently, the program provides before and after school care only for school- age children, ages 5 years through 12 years old. The program will operate Monday through Friday from 6:00 A.M. – 8:30 A.M. and from 3:45 P.M. – 6:15 P.M., school year only.

The approved space is as follows:

Sick Room is located in the Office in the Recreation room. The sick room is measured at 10'0" x 9'0" = 90.0 sq. ft. At 35 square feet per child, the capacity of this room is 3 children. The square footage from this room is excluded from the total capacity.

Classroom 121 is measured at 27.25 x 22.833 plus 16.083 x 48.416 plus 20.17 x 33.42 = 2074.74 sq. ft. At 35 square feet per child, the capacity of this room is 59 children. However, it has been requested to maintain the capacity at 36 children.

Cafeteria (located across from Classroom 121) was measured in two well-defined spaces (center stage as the divider):

- Left side is measured at 44.75 x 51.833 equals 2319.53 sq. ft. At 35 square feet per child, the capacity of this space is 66 children. Due to the maximum group size, the capacity of this space is 36 children.
- Right side is measured at 44.75 x 51.833 equals 2319.53 sq. ft. At 35 square feet per child, the capacity of this space is 66 children. Due to the maximum group size, the capacity of this space is 36 children.
- Please note, the stage and food area were not measured nor approved for child care space.

Gymnasium was measured in two well-defined spaces (center tape):

- Left side of the Gymnasium (closest to the main hallway) is measured at  $81.67 \times 51.25$  equals 4185.59 sq. ft. At 35 square feet per child, the capacity of this space is 120 children. Due to the maximum group size, the capacity of this space is 36 children.
- Right side of the Gymnasium is measured at  $81.67 \times 51.25$  equals 4185.59 sq. ft. At 35 square feet per child, the capacity of this space is 120 children. Due to the maximum group size, the capacity of this space is 36 children.
- The capacity of the Gymnasium is excluded from the center's overall capacity

Recreation room was measured in two well-defined spaces (using the main door as the center):

- Left side is measured at  $26.58 \times 33.58$  plus  $10.0 \times 15.75$  plus  $23.92 \times 22.0$  equals 1576.39 sq. ft. At 35 square feet per child, the capacity of this space is 45 children. Due to the maximum group size, the capacity of this space is 36 children.
- Right side is measured at  $36.67 \times 41.42$  plus  $17.5 \times 25.0$  equals 1956.22 sq. ft. At 35 square feet per child, the capacity of this space is 56 children. Due to the maximum group size, the capacity of this space is 36 children.

Classroom 127 was previously measured at  $28.0 \times 33.0 = 924.0$  sq. ft. At 35 square feet per child, the capacity of this room is 26 children.

Classroom 119 (Media) is measured at  $24.50 \times 50.42 = 1235.0$  sq. ft. At 35 square feet per child, the capacity of this room is 35 children. The square footage from this room is excluded from the total capacity.

Classroom 441 Music Room (located in the Fine Arts Connector) is measured at  $38.67 \times 25.75$  equals 995.75 sq. ft. At 35 square feet per child, the capacity of this room is 28 children.

Classroom 444 Art Room (located in the Fine Arts Connector) is measured at  $29.83 \times 41.58$  equals 1240.55 sq. ft. At 35 square feet per child, the capacity of this room is 35 children.

The license capacity is 269. Therefore, the total capacity in the center at any one time cannot exceed 269 children.

There is a total of 19 toilets, 7 urinals and 27 hand washing sinks at the child care center.

The child care center will not provide any snacks. It will be the parents' responsibility to provide snacks for their own children. There is no transportation.

The school-age children will use the Pathfinder swimming pool located next to Navigator Upper Elementary School building. The program will obtain written consent from parents and be kept at the center. A lifeguard will be on duty at all swimming activities and will not be included in the caregiver-to-child ratio. Additional caregivers will be needed to meet ratio.

The CCL 5043 Certification of School Building form dated March 14, 2023.

A lead hazard risk assessment was completed on June 1, 2017 by Phil Grosse, Arch Environmental Group P-06452. No lead-based paint was detected.

A playground inspection was completed on November 2, 2015 by Darlene Woods, Set Seg, NPSI #30489-0318. The composite structure and spinners are approved for school- age children only.

## V. Recommendation

I recommend increasing the capacity from 50 to 269 and add Classroom 444 Art and Classroom 441 Music as approved child care use.

Please note: The Cafeteria, Recreation and Gymnasium were re-measured due to the maximum group size requirements.



05/10/2023

---

Thanh Biehl  
Licensing Consultant

Date