



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

MARLON I. BROWN, DPA  
ACTING DIRECTOR

August 15, 2023

Michelle Annas  
Cornerstone Evangelical Presbyterian Church  
9455 Hilton Road  
Brighton, MI 48114

RE: License #: DC470295861  
Cornerstone Christian School  
9455 Hilton Road  
Brighton, MI 48114

Dear Ms. Annas:

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  
Bureau of Community and Health Systems  
611 W. Ottawa Street  
P.O. Box 30664  
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>	DC470295861
<b>Licensee Name:</b>	Cornerstone Evangelical Presbyterian Church
<b>Licensee Address:</b>	9455 Hilton Road Brighton, MI 48114
<b>Licensee Telephone #:</b>	
<b>Administrator/Licensee Designee:</b>	Michelle Annas, Designee
<b>Name of Facility:</b>	Cornerstone Christian School
<b>Facility Address:</b>	9455 Hilton Road Brighton, MI 48114
<b>Facility Telephone #:</b>	(810) 494-4040
<b>Capacity:</b>	40
<b>Program Type:</b>	CHILD CARE CENTER

## II. Purpose of Addendum

On July 17, 2023, licensee designee, Ms. Michelle Annas, submitted a modification request form. The preschool playground was removed and re-installed.

## III. Methodology

09/04/2012 Contact - Document Received

Playground was inspected and approved by Eric Sheffer, Certified Playground Safety Inspector.

01/05/2023 Inspection Completed-Fire Safety: A

BCAL 5043 Certification of School Building

02/02/2023 Inspection Completed-Env. Health: A

07/17/2023 Contact document received- Modification Request

08/08/2023 Inspection Completed On-site

08/10/2023 Contact - Document Received

Playground Inspection report dated 08/10/2023 completed by Tim Sheffer with Penchura, LLC. Certification number #54452-525, NRPA.

## IV. Description of Findings and Conclusions

The terms of the original license have been modified on March 3, 2017, April 26, 2017, February 20, 2018, March 7, 2019, August 13, 2020, August 8, 2022, and August 15, 2023.

- March 3, 2017 - The chapel was approved space for child care use, and the hours of operation and classroom numbers were updated. The current approved room number is 202-204. The room number was re-assigned; the updated room number is 104. The hours of operation have changed to the following:
  - The 4's Class attends on Monday, Wednesday, and Friday from 8:30 A.M. – 11:30 A.M.
  - The 3's Class attends on Tuesday and Thursday from 8:30 A.M. – 11:00 A.M.
  - The Beginner garden (older 4's and young 5's) attend Monday through Thursday from 12:30 P.M. – 3:30 P.M.

- April 4, 2017- On April 4, 2017, Ms. Nettleingham, submitted a modification request form to add a school-age before and after school child care component, increase age range, and approve Classroom #107 and Classroom #102 as child care space. The school-age before and after school program will operate Monday through Friday from 7:30 A.M. – 8:00 A.M. and from 3:45 P.M. – 6:00 P.M. The program will accept children ages 5 years through 12 years old.
- January 31, 2018- On January 31, 2018, Ms. Nettleingham, submitted a modification request form to add Classroom #106 as approved space for the children in care.
- February 28, 2019- On February 28, 2019, Ms. Nettleingham, submitted a modification request form to remove Classroom #106 as approved space for the children in care.
- August 13, 2020 – On August 13, 2020, licensee designee, Ms. Sandra Nettleingham, submitted a modification request form to add the Assistant Principal's Office to be used as a sick room for the children in care.
- August 8, 2022 – On July 27, 2022, licensee designee, Ms. Sandra Nettleingham, submitted a modification request form to: Add Classroom 103, Classroom 102 Art Room, Classroom 108 Music Room, and increase the capacity from 20 to 40.
  - Please note: The 3's and 4's will be in Classroom 104. The 3's will attend on Tuesday and Thursday from 8:30 A.M. – 11:00 A.M. The 4's will attend on Monday, Wednesday, and Friday from 8:30 A.M.- 11:30 A.M.
  - The Young 5's (Beginnergarten) will be in Classroom 103. The Young 5's will attend Monday through Friday from 8:30 A.M. - 11:30 A.M.
  - The child care program will offer child care from 11:00/11:30 A.M. – 3:30 P.M. Classroom 104 for 3's, 4's and 5's.
  - The child care program will offer before and after school care for children ages 3 years through 12 years old, Monday through Friday from 7:00 A.M. – 8:30 A.M., and from 3:30 P.M. – 6:00 P.M. The before and after school care will be in Classroom 104.
- August 15, 2023 - On July 17, 2023, licensee designee, Ms. Michelle Annas, submitted a modification request form. The preschool playground was removed and re-installed.

The child care center is located in a building that is a church and school building combined. The area of the building to be used for child care is separated by approved fire safety doors and is located in the southwest portion of the building.

**The approved space is as follows:**

**Sick/ Isolation Room** (Assistant Principal's Office) measured approximately at 6'5" x 12'0" plus 8'5" x 2'4" = 97 sq. ft. divided by 35 sq. feet per child equals 3 children. The capacity of this classroom is 3 children. The square footage from this room is excluded from the total capacity.

**Classroom 102** (Art Room; 3 years through 12 years old) measured 49'6" x 25'8" = 1271 sq. feet divided by 35 sq. feet per child equals 36 children. The capacity of this classroom is 36 children. However, it has been requested to maintain the capacity at 20 children. The square footage from this room is excluded from the total capacity.

**Classroom 103** (3 years through 12 years old) measured 38 x 19.833 plus 6 x 12 plus 6 x 11 equals 891.70 sq. feet. At 35 sq. feet per child, the capacity of this classroom is 26 children. The capacity of this classroom is 26 children. However, it has been requested to maintain the capacity at 20 children.

**Classroom 104** (formerly Classroom 202-204; preschool classroom, approved for children ages 3 years old through 12 years old) measured 38 x 19.833 plus 6 x 12 plus 6 x 11 equals 891.70 sq. feet. At 35 sq. feet per child, the capacity of this classroom is 26 children. The capacity of this classroom is 26 children. However, it has been requested to maintain the capacity at 20 children.

**Classroom 107** (3 years through 12 years old) measured 21'0" x 28'11" = 607.24 sq. feet plus 4'8" x 22'11" = 106.93 sq. feet for a total of 714.17 sq. feet divided by 35 sq. feet per child equals 20 children. The capacity of this classroom is 20 children. The square footage from this room is excluded from the total capacity.

**Classroom 108** (Music Room; 3 years through 12 years old) measured 22.67 x 6.0 plus 26.25 x 23.58 equals 755.0 sq. feet. At 35 sq. feet per child, the capacity of this room is equals 22 children. However, it has been requested to maintain the capacity at 20 children. The square footage from this room is excluded from the total capacity.

**Gymnasium** is located at the main entrance of the school building. The gym is divided in the middle to provide two separate spaces to accommodate the group size requirements. Each side is measured at 49.083 x 67.0 equals 3289.0 sq. feet. At 35 sq. ft. per child, the capacity for each side is 94 children ages 3 years old through 12 years old. The square footage of this room is not included in the total

capacity. The licensee designee understands the ratio and group size will always be maintained.

**Please note:**

- Preschoolers, 30 months of age until 3 years of age, has a ratio of 1 child care staff member to 8 children, with a maximum group size of 16.
- Preschoolers, 3 years of age until 4 years of age, has a ratio of 1 child care staff member to 10 children, with a maximum group size of 30.
- Preschoolers, 4 years until school age, has a ratio of 1 child care staff member to 12 children, with a maximum group size of 36.
- School-agers has a ratio of 1 child care staff member to 18 children, with a maximum 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 are 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.

**The Chapel-** (Chapel A, B and C) The Chapel is located down the hallway from Classroom 104. The square footage in this room can accommodate and exceeds the license capacity of 40. The square footage from this room is excluded from the total capacity.

Although the total capacity exceeds the licensed capacity, the licensee designee has requested the capacity of 40. Therefore, the total capacity in the center at any one time cannot exceed 40 children.

There are 13 toilets, 5 urinals, and 14 sinks available for child care use. There are additional toilets and hand washing sinks located throughout the school building:

There are bathrooms located across from Classroom 102 by the Chapel:

- In the girls' bathroom, there are 2 handwashing sinks and 4 toilets.
- In the boys' bathroom, there are 2 hand washing sinks, 3 urinals and 1 toilet.

There are bathrooms located across from the Gymnasium:

- In the girls' bathroom, there are 2 handwashing sinks and 4 toilets.
- In the boys' bathroom, there are 2 hand washing sinks, 2 urinals and 2 toilets.

In Classroom 103, there is 2 handwashing sinks. There is also a bathroom with 1 handwashing sink and 1 toilet.

In Classroom 104, there is 2 handwashing sinks. There is also a bathroom with 1 handwashing sink and 1 toilet.

The child care center does not provide any meals. Parents are responsible for providing the lunches and snacks. There is no transportation. There is no swimming component.

The child care wing was constructed circa 2002, and therefore does not require a lead inspection.

On September 4, 2012, the playground was inspected and approved by Eric Sheffer, Certified Playground Safety Inspector.

On July 3, 2023, Tim Sheffer with Penchura, LLC., certification number #54452-525, NRPA, completed a playground inspection. A Playground Inspection report was completed on 08/10/2023.

**V. Recommendation**

I recommend approving the preschool playground.



08/15/2023

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Thanh Biehl  
Licensing Consultant

Date