



STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

GRETCHEN WHITMER
GOVERNOR

ORLENE HAWKS
DIRECTOR

November 10, 2022

Michael Gibson
Richmond Community Schools
68399 S. Forest
Richmond, MI 48062

RE: License #:	DC500019814 Richmond Early Childhood Learning Center 68399 S. Forest Richmond, MI 48062
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Dear Mr. Gibson:

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,

Stephanie A. Williams, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30664
Lansing, MI 48909
(586) 744-8940

Enclosure

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
CHILD CARE LICENSING BUREAU
ADDENDUM TO ORIGINAL LICENSING STUDY REPORT**

I. IDENTIFYING INFORMATION

License #:	DC500019814
Licensee Name:	Richmond Community Schools
Licensee Address:	68399 S. Forest Richmond, MI 48062
Licensee Telephone #:	(586) 727-3565
Administrator/Licensee Designee:	Michael Gibson
Name of Facility:	Richmond Early Childhood Learning Center
Facility Address:	68399 S. Forest Richmond, MI 48062
Facility Telephone #:	(586) 727-2012
Capacity:	219
Program Type:	CHILD CARE CENTER

II. Purpose of Addendum

The licensee designee has requested the addition of preschool classrooms (101, 104-106, 109, 112, 113) and an increase in capacity from 113 to 219.

III. Methodology

08/06/2021 Modification Request Received
08/30/2021 Inspection Completed On-site
09/07/2021 Inspection Completed – Env. Health: A
09/20/2021 Contact Document Received – Pictures received of classroom
09/21/2021 Contact Document Received – Pictures received of classroom
09/21/2021 Contact Document Received – Inventory List
09/27/2021 Contact Document Received – Pictures received of classroom

IV. Description of Findings and Conclusions

The Richmond Early Childhood Learning Center is located in Will Lee Elementary School. Will Lee Elementary is owned and operated by Richmond Community Schools.

The terms of the original license has been modified on March 1, 2022, June 1, 2017, and September 11, 2014. All rooms were measured and/or remeasured at the time of inspection.

Room 101 measures 31 feet by 24 feet for a total of 744 square feet of usable space. The room capacity is 21 based on 35 square feet per child. Room 101 will serve as a preschool classroom for children ages 4 years-old.

Room 103 measures 24 feet by 28 feet for a total of 672 square feet of usable space. The room capacity is 19 children based on 35 square feet per child. The room will be used for half-day preschool program. The room will serve children ages 4 years-old.

Room 104 measures 32 feet by 24 feet for a total of 768 square feet of usable space. The room capacity is 22 children based on 35 square feet per child. The room will serve children ages 3 years and older for before and aftercare.

Room 106 (SACC) measure 40 feet by 24 feet for a total of 960 square feet of usable space. The room capacity is 27 children based on 35 square feet per child. The room will serve school age children for before and aftercare.

It should be noted that rooms 104 and 106 can be used separately or as a combined room. The licensee designee is aware if the room is combined and there are children of mixed ages in the same room or well-defined space, the ratio and group size is determined by the age of the youngest child.

Room 105 (Preschool 1) measures 32 feet by 24 feet for a total of 768 square feet of usable space. The room capacity is 22 children based on 35 square feet per child. The room will serve 3 years and older.

Room 107 measures 31 feet by 24 feet for a total of 744 square feet. The room capacity is 21 children based on 35 square feet per child. The room will serve as a 3-years-old preschool classroom.

Room 108 (GSRP) measures 27 feet by 28 feet for a total of 756 square feet. The room capacity is 22 children based on 35 square feet per child. The room will serve children ages 3 years-old and older.

Room 109 (GSRP) measures 26 feet by 28 feet for a total of 728 square feet. The room capacity is 21 children based on 35 square feet per child however the licensee designee has requested a room capacity of 16 child care children.

Room 112 (GSRP) measures 28 feet by 27 feet for a total of 756 square feet. The room capacity is 22 children based on 35 square feet per child however the licensee designee has requested a room capacity of 16 child care children.

Room 113 (GSRP) measures 27 feet by 28 feet for a total of 756 square feet. The room capacity is 22 children based on 35 square feet per child however the licensee designee has requested a room capacity of 16 child care children.

The library is 40 feet x 69 feet for a total of 2760 square feet of usable space. The room capacity is 79 children based on 35 square feet per child.

The gym is 70 feet x 42 feet for a total of 2940 square feet of usable space. The room capacity is 84 children based on 35 square feet per child.

The library and gym are used by other programs. Therefore, the room capacities will not be counted towards the total center capacity.

There is more than an adequate and varied supply of age-appropriate equipment and furniture for the requested capacity of 219.

There are toilets and sinks located in each room. There are additional toilets and sinks available throughout the school, if needed.

V. Recommendation

I recommend the addition of the new rooms and the increase of capacity from 113 to 219 child care children.

Stephanie Williams

10/10 2022

Stephanie A. Williams
Licensing Consultant

Date