



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

MARLON I. BROWN, DPA
ACTING DIRECTOR

September 7, 2023

Cheryl Wajeesh-Piwko / Cassie Edwards
Utica Community Schools
Community Education
38901 Dodge Park
Sterling Heights, MI 48312

RE: License #: DC500251149
Duncan Elementary/Early Childhood Ctr
14500 26 Mile Road
Shelby Township, MI 48315

Dear Ms. Wajeesh-Piwko/ Ms. Edwards:

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,

LaTonya Kegler, Licensing Consultant
Child Care Licensing Bureau (CCLB)
611 W Ottawa Street
PO Box 30837
Lansing, MI 48909-8164
(586) 256-1280

enclosure

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

I. IDENTIFYING INFORMATION

License #:	DC500251149
Licensee Name:	Utica Community Schools
Licensee Address:	Community Education 38901 Dodge Park Sterling Heights, MI 48312
Licensee Telephone #:	(586) 797-6904
Administrator/Licensee Designee:	Cheryl Wajeesh-Piwko, Cassie Edwards, Cheryl Whiteman
Name of Facility:	Duncan Elementary/Early Childhood Ctr
Facility Address:	14500 26 Mile Road Shelby Township, MI 48315
Facility Telephone #:	(586) 797-4660
Capacity:	286
Program Type:	CHILD CARE CENTER

II. Purpose of Addendum

To approve the use of the stage area inside of the gym for an additional child use space for the school-age child care (sacc) program.

III. Methodology

08/07/2023- Modification request Received

08/21/2023- Inspection completed: Environmental Health: A

08/29/2023- Inspection completed: Onsite

08/31/2023- Contact Document received (program director credentials)

IV. Description of Findings and Conclusions

The terms of the license have been modified on December 15, 2003, January 19, 2016, February 1, 2021, and September 7, 2023. The licensee designee Cassie Edwards has requested approval for the stage area as an additional child use space for the sacc program. The special use room #2 is no longer the primary space for the sacc program during the school year; but will be used during the summer months/when school is on break or not in session. Ms. Edwards has requested to maintain the current capacity at 286 children and will not be changed.

The facility continues to provide care for children 2 ½ years of age through 12 years of age. The early childhood programs at this facility will consist of GSRP preschool classrooms, tuition-based preschool and nursery programs for children ages 2 ½ years - 4 years of age. There are full day as well as part-day classrooms. Each classroom has a handwashing sink and a toilet contained within the room. There are 26 toilets and 16 handwashing sinks immediately available in/near the approved classrooms for the approved capacity. There are additional restrooms with toilets and sinks throughout the school to accommodate the approved capacity.

A fire inspection by the Bureau of Fire Services was completed on 08/16/2019. The licensee designee has reported that there have been no changes to the building since the last fire inspection report. An updated environmental health inspection was completed on 08/21/2023. **This report has included additional child use rooms that are not part of this approval at this time, but for rooms that may be used in the future for summer camp. The licensee designee is aware that an updated modification request will be needed to obtain approval for any additional rooms covered in that report.** This building was built in 2001, therefore a lead-based paint risk assessment is not required. No additional inspections are required at this time.

The early childhood program has a fenced outdoor play area. There are three play structures that have been inspected by a certified playground inspector and approved on December 9, 2022. The school-age children must have waivers

signed by parents on file since those play structures have not been inspected and approved by a certified playground inspector.

The following rooms and measurements are approved by the department:

- Room #1 is an approved part day tuition-based preschool/nursery classroom. This room was previously measured at 1020 (30x34) square feet which can accommodate 29 children at any one given time based on 35 square feet per child.
- Room #2 is an approved part day tuition-based preschool/nursery classroom. This room was previously measured at 1020 (30x34) square feet which can accommodate 29 children at any one given time based on 35 square feet per child.
- Room #3 is an approved full day tuition-based preschool classroom. This room was measured at 1020 (30x34) square feet which can accommodate 29 children at any one given time based on 35 square feet per child.
- Room #4 is approved as a full day preschool classroom. This room was previously measured at 754 (26x29) square feet which can accommodate 22 children at any one given time based on 35 square feet per child.
- Room #5 is approved as a preschool classroom. This room was not in operation during the onsite inspection. **The licensee designee is aware that credentials will need to be submitted to the department for approval prior to reopening this classroom.** This room was previously measured at 754 (26x29) square feet which can accommodate 22 children at any one given time based on 35 square feet per child.
- Room #6 is approved as a full day GSRP preschool classroom. This room was previously measured at 754 (26x29) square feet which can accommodate 29 children at any one given time based on 35 square feet per child.
- Room #7 is approved as a preschool classroom. This room was not in operation during the onsite inspection. **The licensee designee is aware that credentials will need to be submitted to the department for approval prior to reopening this classroom.** This room was previously measured at 1020 (30x34) square feet which can accommodate 29 children at any one given time based on 35 square feet per child.
- Room #9 is approved as a part-day tuition-based preschool and nursery classroom. This room was previously measured at 1020 (30x34) square feet which can accommodate 29 children at any one given time based on 35 square feet per child.

The following are approved for child use for the early childhood programs but were not used in determining the approved capacity:

- The preschool gross motor room (room #8) was previously measured at 1960 (49x40) square feet which can accommodate 56 children at any one given time based on 35 square feet per child.

- The library closet measured at 90 (9x10) square feet which can accommodate 3 children at any one given time based on 35 square feet per child.

The following rooms are approved for the school-age childcare (SACC) program only:

- Special Use room #2 (AKA SACC room) is approved for the school-age childcare program. This room was previously measured at 759 (23x33) square feet which can accommodate 22 children at any one given time based on 35 square feet per child. This room will now only be used during the summer and for school breaks/closures for the school-age children.
- The gymnasium is approved for the school age childcare program. This space was measured at 5504 (86x64) square feet which can accommodate 157 children at any one given time based on 35 square feet per child.
- The multi-purpose room is an additional child use space for the school-age children. This room was previously measured at 2976 square feet which can accommodate 85 children at any one given time based on 35 square feet per child.

The following is approved for child use for the SACC program only but was not used in determining the approved capacity:

- The stage located inside of the gym was measured at 572 (26x22) square feet and is limited to a maximum of 16 children based on 35 square feet per child.

The approved center capacity remains approved for 286 children at any one given time.

V. Recommendation

I recommend modifying the license to approve the stage as an additional child use space for the SACC program. The capacity will remain unchanged at 286 children ages 2 ½ years of age through 12 years of age.



LaTonya Kegler
Licensing Consultant

September 7, 2023
Date