



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF  
LIFELONG EDUCATION, ADVANCEMENT, AND POTENTIAL  
LANSING

Dr Beverly Walker Griffea  
ACTING DIRECTOR

**Report Type:** Addendum to Original Report  
**Inspection Type:** Onsite inspection not required

**Date of Inspection:** 7/11/2024  
**Date of Report:** 7/11/2024

<b>Licensee Name(s)</b>	<b>License Number</b>
Trinity Lutheran Church	DC510016611
<b>Capacity</b>	<b>Facility Name</b>
	Trinity Lutheran Preschool
<b>Program Type</b>	<b>Licensee Designee(s)</b>
Center	Emily Rose Howard-Jones
<b>Central Administrator(s)</b>	<b>Program Director(s) Name</b>
	Emily Rose Howard-Jones <b>Qualifications:</b> R 400.8113(7)(a) (9). <b>Date PD Approved:</b> 8/22/2023
<b>Facility Address</b>	<b>Mailing Address</b>
420 Oak St, Manistee, MI, 49660	420 Oak St, Manistee, MI, 49660
<b>Facility Phone Number</b>	<b>Facility Email Address</b>
2316906285	glutenfreedreams@gmail.com

### Findings of the Inspection

**Purpose of Addendum:** On 07/11/2024, the licensee designee requested that the hours of operation be changed to 7:45 am to 3:00 pm Monday through Thursday, and 7:45 am to 1:00 pm on Friday.

### Findings and Conclusions:

If you have questions regarding the report, please contact licensing consultant, Linda Strube at or strubel@michigan.gov. In the event that Linda Strube is not available and you need to speak to someone immediately, please contact the Child Care Licensing Bureau at 517-284-9730.

<b>Description of Facility</b>
This child care center is located within the Trinity Lutheran Church building located in Manistee, MI.

<b>Approved Child Use Space</b>
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The licensee/ licensee designee understands that the ratio of child care staff member to children and the maximum group size is determined by the youngest child in the room. Equipment in the room must be appropriate for the ages of the children in the room.

### Documentation of Required Inspections

<i>Type of Inspection</i>	<i>Date of Inspection</i>	<i>Findings</i>
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### Description of Outdoor Play Area

<i>Location</i>	<i>Enclosed Space</i>	<i>Outdoor Hazards</i>	<i>Playground Inspection</i>
The outdoor play area is located on the side of the building.	Not enclosed	At the time of the onsite inspection, I did not observe any outdoor hazards.	09/12/2018

### Number of Sinks and Toilets

<i>Location</i>	<i># of Handwashing Sinks</i>	<i># of Toilets</i>	<i># of Urinals</i>
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### Hours of Operation

<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>	<i>Thursday</i>	<i>Friday</i>	<i>Saturday</i>	<i>Sunday</i>
07:45 AM To 3:00 PM	07:45 AM To 3:00 PM	07:45 AM To 3:00 PM	07:45 AM To 3:00 PM	07:45 AM To 1:00 PM		

### Terms, Program Components, and Variances

<i>Full Time or Part Time Care</i>	<i>Months of Operation</i>	<i>Care Before 6 AM</i>	<i>Care After 6 PM</i>	<i>Before School or After School Care</i>	<i>Overnight Care</i>	<i>Weekend Care</i>	<i>Head Start/GSRP</i>
	School Year	No	No	No	No	No	
<b>Food Service</b>		No					
<b>Transportation</b>		No					
<b>Swimming</b>		No					
<b>Variances</b>		None					

### Recommendation

I recommend that the hours of operation be changed to 7:45 am to 3:00 pm on Monday through Thursday, and 7:45 am to 1:00 pm on Friday..

**Approved By:**

<i>Linda Strube</i> Linda Strube <b>Licensing Consultant</b>	07/11/2024 <b>Date</b>