



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

MARLON I. BROWN, DPA
ACTING DIRECTOR

August 22, 2023

Shannon Phelps
Northwest Michigan Community Action Agency Inc
3963 Three Mile Rd
Traverse City, MI 49686

RE: License #: DC570016637
NMCAA Preschool - Missaukee
1751 S Morey Road
Lake City, MI 49651

Dear Ms. Phelps:

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,

A handwritten signature in cursive script that reads "Sharon VanOrd".

Sharon VanOrd, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30837
Lansing, MI 48909
(517) 242-5029

enclosure

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF COMMUNITY AND HEALTH SYSTEMS
ADDENDUM TO ORIGINAL LICENSING STUDY REPORT**

I. IDENTIFYING INFORMATION

License #:	DC570016637
Licensee Name:	Northwest Michigan Community Action Agency Inc
Licensee Address:	3963 Three Mile Rd Traverse City, MI 49686
Licensee Telephone #:	(231) 947-3780
Administrator/Licensee Designee:	Shannon Phelps, Designee
Name of Facility:	NMCAA Preschool - Missaukee
Facility Address:	1751 S Morey Road Lake City, MI 49651
Facility Telephone #:	(231) 346-2122
Capacity:	32
Program Type:	CHILD CARE CENTER

II. Purpose of Addendum

On 07/26/2023 I received a modification request to decrease center capacity from 47 to 32 children.

III. Methodology

07/26/2023 CCL – 5054 Modification request received

08/01/2023 Inspection completed onsite, measurement of classrooms

IV. Description of Findings and Conclusions

The terms of the original license have been modified on 08/22/2023.

NMCAA Preschool – Missaukee offers Head Start.

The following rooms are approved for use and were used to determine the center's capacity:

- **Room 1** measured 24.41 ft. x 22.0 ft. (537.02 sq. ft.) plus 11.58 ft. x 5.83 ft. (67.51 sq. ft.). The total available child use space is 604.53 square feet. Based on 35 square feet per child, this is enough space for a requested room capacity of 16 pre-school age children, aged 2 ½ years through 6 years.

- **Room 2** measured 24.41 ft. x 16.5 ft. (402.76 sq. ft.) plus 5.41 ft. x 19.0 ft. (102.79 sq. ft.) plus 5.83 ft. x 12.41 ft. (72.35 sq. ft.) The total available child use space is 577.93 square feet. Based on 35 square feet per child, this is enough space for a room capacity of 16 pre-school age children, aged 2 ½ years through 6 years.

This equals a total center capacity of 32 pre-school age children, aged 2 ½ through 6 years.

The following room is approved as additional child use space and was not used to determine the center's total capacity:

- **Movement 1** measured 18.91 ft. x 12.0 ft. (226.92 sq. ft.) plus 1.5 ft. x 5.58 ft. (8.37 sq. ft.). The total available child use space is 235.29 square feet. Based on 35 square feet per child, this is enough space for a room capacity of 7 pre-school age children, aged 2 ½ years through 6 years.

- **Movement 2** measured 17.16 ft. x 19.91 ft. for a total child use space is 341.65 square feet. Based on 35 square feet per child, this is enough space for a room capacity of 10 pre-school age children, aged 2 ½ years through 6 years.

There is a total of four toilets and four handwashing sinks. This more than accommodates the center's total capacity of 32 children.

The lead inspection completed on 07/03/2013 indicated no lead hazards. An environmental health inspection was completed on 09/20/2022 and received an "A" rating. An approved fire safety inspection was conducted on 10/09/2020 and received an "A" rating.

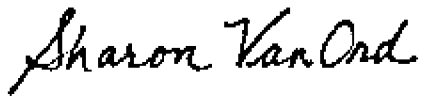
The classrooms are furnished with developmentally appropriate equipment for children to use. The equipment is organized, accessible for children and supports the center's total capacity of 32 children.

The outdoor play area is fenced. The playground was inspected and approved on 05/01/2021. There are no water or other hazards in or near this area.

The center will care for children aged 2 ½ through 6 years. The center will operate Monday through Thursday from 8:00 AM to 3:00 PM during the school year. The center offers a full day program. Swimming will not be offered. The program offers food service that is provided by Chartwell.

V. Recommendation

I approve decreasing the center's capacity from 47 to 32 children.



08/22/2023

Sharon VanOrd
Licensing Consultant

Date