



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

MARLON I. BROWN, DPA
ACTING DIRECTOR

September 4, 2023

Nicole VanDaele
Monroe County Intermediate School District
1101 S. Raisinville Rd
Monroe, MI 48161

RE: License #: DC580399794
Dundee Head Start
420 Ypsilanti
Dundee, MI 48131

Dear Ms. VanDaele:

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 "Kathryn Curreathers".

Kathryn Curreathers, Licensing Consultant
Bureau of Community and Health Systems
611 W. Ottawa Street
P.O. Box 30664
Lansing, MI 48909
(248) 860-3127

Enclosure

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

I. IDENTIFYING INFORMATION

License #:	DC580399794
Licensee Name:	Monroe County Intermediate School District
Licensee Address:	1101 S. Raisinville Rd Monroe, MI 48161
Licensee Telephone #:	(734) 242-5799
Administrator/Licensee Designee:	Nicole VanDaele, Designee
Name of Facility:	Dundee Head Start
Facility Address:	420 Ypsilanti Dundee, MI 48131
Facility Telephone #:	(734) 529-7044
Capacity:	19
Program Type:	CHILD CARE CENTER

II. Purpose of Addendum

On August 10, 2023, licensee designee, Nicole VanDaele, submitted a modification request to change the approved child use space from room 21 to room 45.

III. Methodology

04/19/2023 – Inspection Completed – Fire Safety Inspection - D

05/04/2023 – Inspection Completed – Lead Hazard Risk Assessment

08/29/2023 – Inspection Completed – Environmental Health Inspection – A

08/29/2023 – Inspection Completed – Fire Safety Inspection - A

IV. Description of Findings and Conclusions

The terms of the original license have been modified on September 4, 2023.

Dundee Head Start is located in the Dundee Elementary School in Dundee. Dundee Elementary School is an active school building serving children grades kindergarten through fifth grade. The Head Start program currently accepts children ages 3 years to 5 years. The center operates Monday through Friday, from 8:15 AM to 3:15 PM, school year only.

The licensee designee, Nicole VanDaele submitted a modification request to change the approved child use space from room 21 to room 45.

The following rooms are approved for child care use:

- **Classroom 45** (Head Start) measures at 21 ft. x 31 ft., providing a total of 651 square feet. At 35 square feet per child, the capacity of this room is 19 children aged 3 years to 5 years. The licensee designee understands that the ratio for children ages 3 years to 4 years is 1 to 10 with a maximum group size of 30 and for children 4 years to school age is 1 to 12 with a maximum group size of 36. The licensee designee also understands that if there are mixed age groups in this room, the ratio is based on the ratio requirements of the youngest child.
- **The multipurpose room/gymnasium** measures 56 sq. ft. x 41 sq. ft., providing a total of 2,296 sq. ft. At 35 square feet per child, the capacity of this room is 66 children aged 3 to 5 years. The capacity of this room was not used when calculating the total capacity of the center. The licensee designee understands that the ratio for children ages 3 years to 4 years is 1 to 10 with a maximum group size of 30 and for children 4 years to school age is 1 to 12 with a maximum group size of 36. The licensee designee also understands that if there are mixed age groups

in this room, the ratio is based on the ratio requirements of the youngest child.

The total capacity of the center is 19 children ages 3 years to 5 years. **Therefore, the total capacity at any one time cannot exceed 19 children.**

There are a total of 6 sinks, 3 urinals and 6 toilets to be used by children in care.

- Boy's bathroom by room 45 with 3 sinks, 2 toilets and 3 urinals.
- Girls bathroom by room 45 with 3 sinks, 4 toilets.
- Room 45 with 1 sink.

The preschool classroom is furnished with a variety of developmentally age-appropriate equipment.

V. Recommendation

I recommend approving the change of child use space from room 21 to room 45. With the change in child use space the center's capacity has decreased from 20 to 19.



09/04/2023

Kathryn Curreathers
Licensing Consultant

Date