



GRETCHEN WHITMER
GOVERNOR

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

Michelle Richard
ACTING DIRECTOR

Report Type: Addendum to Original Report
Inspection Type: Modification

Date of Inspection: 08/04/2023
Date of Report: 03/07/2024

Licensee Name(s)	License Number
West Bloomfield School District	DC630018516
Capacity	Facility Name
117	Scotch Elementary School
Program Type	Licensee Designee(s)
Child Care Center	Sarah McDowell
Central Administrator(s)	Program Director(s) Name
Sarah McDowell	Sarah McDowell (Multi-Site School-Age) Qualifications: R 400.8113(8)(a) and (9). Date PD Approved: 12/10/2023
Facility Address	Mailing Address
5959 Commerce Rd West Bloomfield, MI 48324	5810 Commerce Road West Bloomfield, MI 48324
Facility Phone Number	Facility Email Address
(248) 865-6457	sarah.mcdowell@wbsd.org

Findings of the Inspection

Purpose of Addendum: On 08/04/2023, licensee designee, Kathi Luthe, submitted a modification request form for the following:

- Add Room 20, Room 21, and Room 34 (Sensory Room) for preschool children (GSRP).
- Discontinue use of rooms 3, 4, and 7.

Findings and Conclusions: The terms of the original license have been modified on 02/15/2016, 09/17/2018, and 03/07/2024.

- On 07/10/2015, licensee designee, Deborah Kshiminskiy, requested to add Room 3 and Room 4 for preschooler use.
- On 09/17/2018, licensee designee, Laura Poxon, requested to add Room 7 for preschooler use.
- On 08/04/2023, licensee designee, Kathi Luthe, requested to add Room 20, Room 21, and Room 34 (Sensory Room) for preschool children (GSRP) and to discontinue use of rooms 3, 4, and 7.

If you have questions regarding the report, please contact licensing consultant, Alicia Wiggins, at (248) 369-7892 or wigginsa@michigan.gov. In the event that Alicia Wiggins is not available and you need to speak to someone immediately, please contact the Child Care Licensing Bureau at (517) 284-9730.

Description of Facility

The preschool program and before and after school program for school-age children are located in Scotch Elementary School.

Approved Child Use Space

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.

Building/Wing	Room	Notes (location, well-defined space, etc.)	Lead Hazard Found
	Room 21	Preschool children use (GSRP)	
Age Range: Capacity		Square Footage	Space Used to Calculate Capacity
30 months and older: 22		780 square feet	Yes

Building/Wing	Room	Notes (location, well-defined space, etc.)	Lead Hazard Found
	Room 20	Preschool children use (GSRP)	
Age Range: Capacity		Square Footage	Space Used to Calculate Capacity
30 months and older: 23		805 square feet	Yes

Building/Wing	Room	Notes (location, well-defined space, etc.)	Lead Hazard Found
	Sensory Room	Preschool children use (GSRP)	
Age Range: Capacity		Square Footage	Space Used to Calculate Capacity
30 months and older: 19		672 square feet	No

Building/Wing	Room	Notes (location, well-defined space, etc.)	Lead Hazard Found
	Multipurpose room/Cafeteria	School-age children use	
Age Range: Capacity		Square Footage	Space Used to Calculate Capacity
30 months and older: 81		3,454 square feet	Yes

Building/Wing	Room	Notes (location, well-defined space, etc.)	Lead Hazard Found
	Gym	The capacity of each section accommodates 36 preschoolers and school-agers.	
Age Range: Capacity		Square Footage	Space Used to Calculate Capacity
30 months and older: 104		3,168 square feet	No

Documentation of Required Inspections		
<i>Type of Inspection</i>	<i>Date of Inspection</i>	<i>Findings</i>
Certification of School Building Fire Safety Provisions CCL-5043 form	12/12/2023	Compliance
Environmental Health Inspection	09/13/2023	A
Playground Inspection	02/24/2016	Compliance

Description of Outdoor Play Area			
<i>Location</i>	<i>Enclosed Space</i>	<i>Outdoor Hazards</i>	<i>Playground Inspection</i>
There are two separate outdoor play areas. The school-age play area is adjacent to the building and is unfenced. The preschool play area is fenced and is adjacent to the building.	Partially fenced in area	There are no outdoor hazards.	02/24/2016

Number of Sinks and Toilets			
<i>Location</i>	<i># of Handwashing Sinks</i>	<i># of Toilets</i>	<i># of Urinals</i>
inside the classrooms and in the hallway near the cafeteria	9	9	4

Hours of Operation						
<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>	<i>Thursday</i>	<i>Friday</i>	<i>Saturday</i>	<i>Sunday</i>
06:45 AM	06:45 AM	06:45 AM	06:45 AM	06:45 AM		

To 06:30 PM	To 06:30 PM	To 06:30 PM	To 06:30 PM	To 06:30 PM		
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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>
Both Full and Part Time	School Year	No	No	Before/After School	No	No	GSRP
Food Service		No					
Transportation		No					
Swimming		No					
Variances		R 400.8113(7) for Iris James.					

Recommendation	
I recommend approving the following: - Add Room 20, Room 21, and Room 34 (Sensory Room) for preschool children (GSRP). - Discontinue use of rooms 3, 4, and 7.	
Approved By:	
 03/07/2024	
Alicia Wiggins Licensing Consultant	Date