



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

MARLON I. BROWN, DPA
ACTING DIRECTOR

August 9, 2023

Kathi Luthe and Sarah McDowell
West Bloomfield School District
5810 Commerce Road
West Bloomfield, MI 48324

RE: License #: DC630018589
Sheiko Elementary School
4500 Walnut Lake Road
W Bloomfield, MI 48323

Dear Ms. Luthe and Ms. McDowell:

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 (248) 975-5053.

Per MCL 722.113g, this report must be filed in your licensing notebook.

Sincerely,

A handwritten signature in black ink, appearing to read "Alicia Wiggins".

Alicia Wiggins, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30837
Lansing, MI 48909
(248) 369-7892

Enclosure

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

I. IDENTIFYING INFORMATION

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|---|---|
| License #: | DC630018589 |
| Licensee Name: | West Bloomfield School District |
| Licensee Address: | 5810 Commerce Road West Bloomfield, MI 48324 |
| Licensee Telephone #: | (248) 865-6457 |
| Administrator/Licensee Designee: | Kathi Luthe, Licensee Designee Sarah McDowell, Licensee Designee |
| Name of Facility: | Sheiko Elementary School |
| Facility Address: | 4500 Walnut Lake Road W Bloomfield, MI 48323 |
| Facility Telephone #: | (248) 738-3500 |
| Capacity: | 167 |
| Program Type: | CHILD CARE CENTER |

II. Purpose of Addendum

On 08/04/2023, licensee designee, Kathi Luthe, submitted a modification request form to add Room 21 for preschool (GSRP).

III. Methodology

02/07/2022 Inspection Completed-Fire Safety: A (CCL-5043)

08/04/2023 Modification Request Received

08/04/2023 Inspection Completed On-Site

IV. Description of Findings and Conclusions

The terms of the original license have been modified on 06/12/2006, 08/02/2017, 09/05/2018, and 08/09/2023.

- On 06/12/2006, licensee designee, Beverly Erlich, requested to increase the capacity from 50 to 120.
- On 08/02/2017, licensee designee, Kathi Luthe, requested to add two GSRP classrooms.
- On 09/05/2018, licensee designee, Laura Poxon, requested to add two preschool classrooms, one GSRP classroom, and increase the capacity to 114.
- On 08/09/2023, licensee designee, Kathi Luthe, requested to add Room 21 for preschool (GSRP).

The center is located in Sheiko Elementary School in West Bloomfield.

The center runs a preschool program and a before and after school program, which is called Kids Klub. The preschool program runs from 8:30 a.m. – 3:00 p.m. The before school program runs from 6:45 a.m. – 8:30 a.m. The after school program runs from 3:00 p.m. – 6:30 p.m.

There is an adequate and varied supply of equipment, materials, and furniture for the center's capacity of 167. The playground was inspected and approved on 05/04/2019.

An environmental health inspection was not required because meals are not cooked at the school. The center provided a signed statement from the school superintendent for the fire inspection dated 02/07/2022. A lead risk hazard assessment was completed on 12/28/2016.

There are 24 toilets, 11 urinals, and 19 sinks. This is sufficient to support the capacity of 167.

The capacity of the center at any one time cannot exceed 167 children.

The child care center is approved to use the following rooms:

- Room 21 is 27 ft. x 27 ft., providing a total of 729 sq ft. This accommodates a capacity of 21 children ages 30 months and older.
- Room 22 is 27 ft. x 27 ft., providing a total of 729 sq ft. This accommodates a capacity of 21 children ages 30 months and older.
- Room 23 is 27 ft. x 27 ft., providing a total of 729 sq ft. This accommodates a capacity of 21 children ages 30 months and older.
- Room 24 is 27 ft. x 27 ft., providing a total of 729 sq ft. This accommodates a capacity of 21 children ages 30 months and older.
- Room 25 is 27 ft. x 27 ft., providing a total of 729 sq ft. This accommodates a capacity of 21 children ages 30 months and older.
- Multipurpose room/cafeteria (before/after care) Room is divided into two equal sections using the middle of the stage as the visual divider: One section measures 60 ft. x 18 ft., providing a total of 1,080 square feet. This accommodates a capacity of 31 children ages 30 months and older. The second section measures 60 ft. x 18 ft., providing a total of 1,080 square feet. This accommodates a capacity of 31 children ages 30 months and older.

The center also utilizes the gym which is approved for child care use. It is divided into two equal sections using the basketball hoop as the visual divider: One section measures 50 ft. x 34 ft., providing a total of 1,700 square feet. This accommodates a maximum group size of 36 children ages 30 months and older. The second section measures 50 ft. x 34 ft., providing a total of 1,700 square feet. This accommodates a maximum group size of 36 children ages 30 months and older. The capacity for the gym was not utilized when calculating the total capacity of the center.

The following classrooms are approved for child care but are not being utilized. Before the classrooms can be utilized for child care the department must be notified. The capacity for these rooms was not utilized when calculating the total capacity of the center.

- Classroom 12 is 32 ft. x 28 ft., providing a total of 896 sq ft. This accommodates a capacity of 26 children ages 30 months and older.
- Classroom 13 is 32 ft. x 28 ft., providing a total of 896 sq ft. This accommodates a capacity of 26 children ages 30 months and older.
- Classroom 14 is 35 ft. x 30 ft., providing a total of 1,050 sq ft. This accommodates a capacity of 30 children ages 30 months and older.
- Classroom 16 is 39 ft. x 28 ft., providing a total of 1,092 sq ft. This accommodates a capacity of 31 children ages 30 months and older.
- Classroom 20 is 22 ft. x 20 ft., providing a total of 440 sq ft. This accommodates a capacity of 13 children ages 30 months and older.
- Classroom 41 is 35 ft. x 28 ft., providing a total of 980 sq ft. This accommodates a capacity of 28 children ages 30 months and older.
- Classroom 43 is 32 ft. x 28 ft., providing a total of 896 sq ft. This accommodates a capacity of 26 children ages 30 months and older.

- Classroom 28 is 27 ft. x 27 ft., providing a total of 729 sq ft. This accommodates a capacity of 21 children ages 30 months and older.

V. Recommendation

I recommend approving the use of Room 21 for preschool (GSRP).



August 9, 2023

Alicia Wiggins
Licensing Consultant

Date