



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

June 6, 2023

Lindsey Sims
St. Mary Cathedral School
321 N. Otsego Ave.
Gaylord, MI 49735

RE: License #: DC690268385
St. Mary Elementary Preschool/After School Academy
321 N Otsego Ave
Gaylord, MI 49735

Dear Ms. Sims:

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 (866) 865-0006.

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

Sincerely,

A handwritten signature in black ink that reads "Cheree Riley". The signature is enclosed in a rectangular box with a thick black border.

Cheree Riley, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30664
Lansing, MI 48909
(989) 619-1651

enclosure

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

I. IDENTIFYING INFORMATION

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|---|---|
| License #: | DC690268385 |
| Licensee Name: | St. Mary Cathedral School |
| Licensee Address: | 321 N. Otsego Gaylord, MI 49735 |
| Licensee Telephone #: | (989) 732-5801 |
| Administrator/Licensee Designee: | Lindsey Sims, Designee |
| Name of Facility: | St. Mary Elementary Preschool/After School Academy |
| Facility Address: | 321 N Otsego Ave Gaylord, MI 49735 |
| Facility Telephone #: | (989) 732-5801 |
| Capacity: | 89 |
| Program Type: | CHILD CARE CENTER |

II. Purpose of Addendum

On 06/02/2023 Licensee designee Lindsey Sims requested that cafeteria be used for the after-school academy.

III. Methodology

06/02/2023 Modification Request Received

IV. Description of Findings and Conclusions

The terms of the original license have been modified on 02/07/2006, 10/23/2006, 04/21/2009, 09/30/2009, 04/01/2013, 06/06/2017, 09/07/2017, 10/16/2020, 08/17/2021 09/07/2022 and 06/06/2023.

The elementary cafeteria is located in the elementary wing at St. Mary Cathedral School. The room measures 58 ft. by 54 ft., providing a total of 3132 square feet. This is adequate space for the requested capacity of 89 children, age 3 years through 12 years. This room was not used in determining the center's total capacity. There is a variety of developmentally appropriate equipment and supplies for the requested capacity and age range. There are restrooms located in the elementary hallway. The girls' restroom has four toilets and three sinks. The boys' restroom has two toilets, three urinals and three sinks. This support's the center's capacity. The cafeteria was previously approved but will now house the after-school academy

The preschool classrooms do not operate the same time as the after-school academy.

The following classrooms have been previously approved and are in current use by the licensee:

Elementary classroom 14 is a young fives preschool program. It is located in the elementary wing at St. Mary Cathedral School. The classroom measures 30f ft. by 26.8 ft., providing a total of 804 square feet. This accommodates the requested capacity of 23 children, age 3 years through 6 years, based on 35 square feet per child. There is a variety of developmentally appropriate equipment and supplies for 3 the requested capacity and age range. They will operate Monday through Friday 3 7:50 am to 2:50 pm. They will offer lunch provided by Gaylord Community Schools. As children are in care more than 5 hours mats are available for children to rest or nap. There are two toilets and one sink located in the classroom. There are additional approved restrooms located in the elementary hallway. Caregivers' will escort children to these restrooms due to the distance from the classroom.

Elementary classroom 15 is a three year-old preschool program. It is located in the elementary wing at St. Mary Cathedral School. The classroom measures 30 ft. by 26.8 ft., providing a total of 804 square feet. This accommodates the requested capacity of 23 children, age 3 years through 6 years, based on 35 square feet per child. There is a variety of developmentally appropriate equipment and supplies for the requested capacity and age range. They will operate Monday through Friday 7:50 am to 2:50 pm. They will offer lunch provided by Gaylord Community Schools. As children are in care more than 5 hours mats are available for children to rest or nap. There are two toilets and one sink located in the classroom. There are additional approved restrooms located in the elementary hallway. Caregivers' will escort children to these restrooms due to the distance from the classroom.

Elementary classroom 13 is a young fives preschool program and is located in the elementary wing at St. Mary Cathedral School. The classroom measures 30 ft. by 26.8 ft., providing a total of 804 square feet. This accommodates the requested capacity of 23 children, age 3 years through 6 years, based on 35 square feet per child. There is a variety of developmentally appropriate equipment and supplies for the requested capacity and age range. They will operate Monday through Friday 7:50 am to 2:50 pm. They will offer lunch provided by Gaylord Community Schools. As children are in care more than 5 hours mats are available for children to rest or nap. There are two toilets and one sink located in the classroom. There are additional approved restrooms located in the elementary hallway. Caregivers' will escort children to these restrooms due to the distance from the classroom.

Elementary classroom 11 is a young fives preschool program. It is located in the elementary wing at St. Mary Cathedral School. The classroom measures 30 ft. by 26.8 ft., providing a total of 804 square feet. This accommodates the requested capacity of 20 children, age 3 years through 6 years, based on 35 square feet per child. There is a variety of developmentally appropriate equipment and supplies for the requested capacity and age range. They will operate Monday through Friday 7:50 am to 2:50 pm. They will offer lunch provided by Gaylord Community Schools. As children are in care more than 5 hours mats are available for children to rest or nap. There are two toilets and one sink located in the classroom. There are additional approved restrooms located in the elementary hallway. Caregivers' will escort children to these restrooms due to the distance from the classroom.

The elementary cafeteria is located in the elementary wing at St. Mary Cathedral School. The room measures 58 ft. by 54 ft., providing a total of 3132 square feet. This is adequate space for the requested capacity of 69 children, age 3 years 4 through 12 years. This room was not used in determining the center's total capacity. The children will use the approved restrooms located in the elementary hallway or their classroom. Caregivers' will escort children to these restrooms due to the distance from the classroom.

The high school art classroom 16 is located in the middle school/high school wing at St. Mary Cathedral School. This room measures 30.5 ft. by 24.3 ft., providing a

total of 741.2 square feet. This is adequate space for 21 children, age 3 years through 12 years. This room was not used in determining the center's total capacity. The children will use the approved restrooms located in their classroom. Caregivers' will escort children to these restrooms due to the distance from the classroom.

The high school multi-purpose classroom 32 is located in the middle school/high school wing at St. Mary Cathedral School. This room measures 94 ft. by 56.5 ft., providing a total of 5311 square feet. This is adequate space for the requested capacity of 69 children, age 3 years through 12 years. This room was not used in determining the center's total capacity. The children will use the approved restrooms located in their classroom. Caregivers' will escort children to these restrooms due to the distance from the classroom.

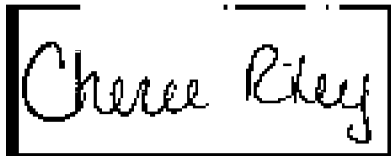
The high school music classroom 32 is located in the middle school/high school wing at St. Mary Cathedral School. This room measures 29 ft. by 28.2 ft., providing a total of 817.8 square feet. This is adequate space for 23 children, age 3 years through 12 years. This room was not used in determining the center's total capacity. The children will use the approved restrooms located in their classroom. Caregivers' will escort children to these restrooms due to the distance from the classroom. The title 1 room is located in the elementary wing at St. Mary Cathedral School. The room measures 11 ft. by 10.5 ft., providing a total of 115.5 square feet. This is adequate 3 children age 3 years through 12 years. This room will be used as a place for sick kids to wait until they can be picked up. This room was not used in 5 determining the center's total capacity. There are approved restrooms located in the elementary hallway. Caregivers' will escort children to these restrooms due to the distance from the classroom.

The high school library is located in the middle school/high school wing at St. Mary Cathedral School. This room measures 24 feet by 33 feet, minus 18 feet by 8 feet (desk/office) and 12 feet by 2 feet (book shelf) of unusable space, providing a total of 624 square feet. This is adequate space for 18 children, age 3 years through 12 years. This room was not used in determining the center's total capacity. The children will use the approved restrooms located in their classroom. Caregivers' will escort children to these restrooms due to the distance from the classroom.

A lead risk assessment was completed on 03/27/2017 and included the following: elementary classroom 13, elementary classroom, 14, elementary classroom 15, elementary classroom 5, elementary cafeteria, high school computer lab/library, high school art classroom 16, high school multi-purpose classroom 32, elementary boys' restroom, elementary girls' restroom and playground. No lead hazards were found. A lead risk assessment was completed on 06/08/2017 and included the following: elementary classroom 9, elementary classroom 11, elementary classroom 12, and high school gym. No lead hazards were found. 5 A lead risk assessment was 5 completed on 09/30/2020 and included the title 1 room. No lead hazards were found.

V. Recommendation

I recommend that the cafeteria be used for the after-school academy.



06/06/2023

Cheree Riley
Licensing Consultant

Date