



STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

GRETCHEN WHITMER
GOVERNOR

ORLENE HAWKS
DIRECTOR

July 24, 2023

Brenda Bradbury
Northeast Michigan Community Service Agency
2569 US 23 South
Alpena, MI 49707

RE: License #: DC690314192
Gaylord ECC
615 S. Elm Street
Gaylord, MI 49735

Dear Ms. Bradbury:

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 rectangular box containing a handwritten signature in cursive that reads "Cheree Riley".

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

License #:	DC690314192
Licensee Name:	Northeast Michigan Community Service Agency
Licensee Address:	2569 US 23 South Alpena, MI 49707
Licensee Telephone #:	(989) 358-4659
Administrator/Licensee Designee:	Brenda Bradbury, Designee
Name of Facility:	Gaylord ECC
Facility Address:	615 S. Elm Street Gaylord, MI 49735
Facility Telephone #:	(989) 705-3045
Capacity:	72
Program Type:	CHILD CARE CENTER

II. Purpose of Addendum

On 07/20/2023 licensee designee Brenda Bradbury requested that classrooms 41 and 44 be removed as child use space, therefore decreasing the center's capacity to 72.

III. Methodology

07/20/2023 Modification Request Received

IV. Description of Findings and Conclusions

The terms of the original license have been modified on 07/24/2023, 10/26/2020, 09/03/2019, 04/08/2019, 02/08/2018 and 07/23/2015.

Description of Facility

The preschool is located in the Gaylord Community Schools Early Childhood Administration building.

Classroom # 42B (Gaylord 1) is approved for this program. This classroom measures 30.3 feet x 31 feet (939 square feet) minus 4.4 feet x 5.2 feet (23 square feet) for the bathroom, providing a total of 916 square feet. This is adequate space for the requested capacity of 18 children, 2 ½ through 6 years of age. The classroom has one toilet and two sinks.

Classroom #42A (Gaylord 2) is approved for this program. This classroom measures 27 feet x 29 feet, providing a total of 783 square feet. This is adequate space for the requested capacity of 18 children, 2 ½ through 6 years of age. The classroom has one sink.

Classroom #40A (Gaylord 3) is approved for this program. This classroom measures 35 feet x 27.5 feet, providing for 962.5 square feet. This is adequate space for the requested capacity of 18 children, 2 ½ through 6 years of age. The classroom has one toilet and one sink.

Classroom #40B (Gaylord 4) is approved for this program. This classroom measures 32 feet x 29 feet, providing for 928 square feet. This is adequate space for the requested capacity of 18 children, 2 ½ through 6 years of age. The classroom has one sink. The gym measures 38 feet x 53.4 feet, providing a total of 2029 square feet. This is adequate space for the requested capacity of 18 children, 2 ½ through 6 years of age.

The gym will be used as an activity room and was not used in determining the center's total capacity. The children will use the women's restroom down the hall.

Documentation if a lead assessment was required and the results:

A lead hazard risk assessment was completed on all child use areas on 01/17/2019. Lead hazards were found at this time and addressed. A follow up lead hazard risk assessment was completed on 09/03/2019 and all lead hazards had been addressed.

Number of sinks and toilets:

There are three toilets and six sinks in the classrooms.

The children will also use a women’s restroom down the hall. The restroom has five toilets and three sinks. This support’s the centers capacity. Children requiring diapering will be changed in this restroom on a vinyl cot with a vinyl mat on top.

Outdoor play area - location, fenced or not, water hazards:

The outdoor play area is fenced and is located behind the building. The playground was inspected on 09/12/2011 and meets the needs of preschool children.

Ages of children served:

Children from 2 ½ through 6 years of age will be served in this Head Start Program. Proposed days and hours of operation: All six classroom will be full day programs. The center will operate in this building from 8:05 AM to 3:05 PM, Monday through Thursday.

Other program components - transportation, swimming, food service:

Transportation to and from school is provided by Northeast Michigan Community Service Agency (NEMCSA) Head Start buses. 4 Breakfast, lunch and afternoon snack will be served daily. The food will be provided by the Gaylord Community Schools and brought into the facility.

Explanation of variance(s), if any:

There are no approved variances for this facility.

V. Recommendation

I recommend that classrooms 41 and 44 be removed as child use space, therefore decreasing the center’s capacity to 72.



07/24/2023

Cheree Riley
Licensing Consultant

Date

