



GRETCHEN WHITMER
GOVERNOR

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

DR BEVERLY WALKER
GRIFFEA
DIRECTOR

Report Type : Addendum to Original Report
Inspection Type: Modification

Date of Inspection: 8/14/2024
Date of Report: 8/14/2024

Licensee Name(s)	License Number
Northwest Michigan Community Action Agency	DC720406134
Capacity	Facility Name
25	NMCAA Early Learning Center - Houghton Lake
Program Type	Licensee Designee(s)
Center	Katherine Rene Kwiatkowski Karen P Lenaghan-Baughman Abria Lynn Morrow Kimberly Jean Aultman Shannon E Phelps Kristine A Hagen Teasha Shantal Lawson Kristin Lea Ruckle Kaylee J Lovejoy Lena Marie Reed Juliann Faye Chapman
Central Administrator(s)	Program Director(s) Name
Kaylee J Lovejoy	Nami Norris Qualifications: R 400.8113(7)(f) (9). Date PD Approved: 7/26/2024 Laura Elizabeth Frisbie Qualifications: Date PD Approved: // Kaylee J Lovejoy Qualifications: Date PD Approved: //
Facility Address	Mailing Address
3225 W. Houghton Lake Dr. Suites 3 & 4, Houghton Lake, MI, 48629	3963 North Three Mile Road, Traverse City, MI, 49686
Facility Phone Number	Facility Email Address
9892024623	klovejoy@nmcaa.net

Findings of the Inspection

Purpose of Addendum: Classroom #1 approved for 30 months thru 6 years of age with a capacity of 16 and Classroom #2 approved for birth to 3 years of age with a capacity of 9.

Findings and Conclusions: Classroom #1 approved for 30 months thru 6 years of age with a capacity of 16 and Classroom #2 approved for birth to 3 years of age with a capacity of 9.

If you have questions regarding the report, please contact licensing consultant, Dana M. Hart at (517) 388-4625 or hartd8@michigan.gov. In the event that Dana M. Hart 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 center is located in the south end of a commercial building in Houghton Lake. The center is comprised of two classrooms and occupies two connected suites in the building.

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
north side of the building	Classroom #2		N/A
Age Range : Capacity		Square Footage	Space Used to Calculate Capacity
birth through 3 years : 9		737 square feet	Yes

Building/Wing	Room	Notes (location, well-defined space, etc.)	Lead Hazard Found
south side of the building	Classroom #1		N/A
Age Range : Capacity		Square Footage	Space Used to Calculate Capacity
30 months thru 6 years : 16		632 square feet	Yes

Documentation of Required Inspections		
<i>Type of Inspection</i>	<i>Date of Inspection</i>	<i>Findings</i>

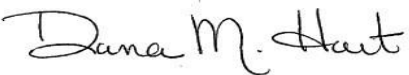
Description of Outdoor Play Area			
<i>Location</i>	<i>Enclosed Space</i>	<i>Outdoor Hazards</i>	<i>Playground Inspection</i>
There is a fully fenced in outdoor play area to the immediate south of the building. The	Fully fenced in area	There are no water hazards on or near the playground area.	N/A

play area contains no elevated equipment.			
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Number of Sinks and Toilets			
Location	# of Handwashing Sinks	# of Toilets	# of Urinals
Classroom #2	3	1	
Classroom #1	3	1	

Hours of Operation						
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
08:30 AM To 2:30 PM	08:30 AM To 2:30 PM	08:30 AM To 2:30 PM	08:30 AM To 2:30 PM	08:30 AM To 2:30 PM		

Terms, Program Components, and Variances							
Full Time or Part Time Care	Months of Operation	Care Before 6 AM	Care After 6 PM	Before School or After School Care	Overnight Care	Weekend Care	Head Start/GSRP
Full Time	Year Round	No	No		No	No	Head Start
Food Service		Yes					
Transportation		No					
Swimming		No					
Variances		None					

Recommendation	
I recommend Classroom #1 be approved for ages 30 months to 6 years with a capacity of 16 and Classroom #2 be approved for ages birth to 3 years with a capacity of 9.	
Approved By:	
	
Dana M. Hart	08/14/2024
Licensing Consultant	Date