



STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

GRETCHEN WHITMER
GOVERNOR

ORLENE HAWKS
DIRECTOR

March 14, 2022

Joyce Cooper
Community Action Agency of South-Central MI
175 Main Street
Battle Creek, MI 49014

RE: License #: DC750303289
Community Action Sturgis Headstart
306 S. Nottawa Street
Sturgis, MI 49091

Dear Ms. Cooper:

Attached is your renewal inspection report. You can find a copy of this renewal inspection report and any associated corrective action plans on our [website](#) under [Statewide Search for Licensed Child Care Centers and Homes](#). A description of when renewal inspection reports are completed can be found under [Overview of Licensing Reports](#).

As a result of the renewal inspection on 3/14/2022, I did not find any rule or law violations. You will receive your regular license in the mail.

During calendar year 2021:	Total
Number of serious injuries that occurred in facility.	0
Number of deaths that occurred in the facility.	0
Number of substantiated cases of abuse and/or neglect of a child that occurred at the facility.	0

Please contact me with any questions at (269) 568-2686. In the event that I am not available and you need to speak to someone immediately, please contact the local office at (517) 284-9730.

Per MCL 722.113g, this report and any related corrective action plans must be filed in your Licensing Notebook.

Sincerely,

A handwritten signature in black ink that reads "Roxanne Duckworth". The signature is written in a cursive style with a large initial 'R'.

Roxanne Duckworth, Licensing Consultant
Child Care Licensing Bureau
611 West Ottawa Street
P.O. Box 30664
Lansing, MI 48909

enclosure

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
CHILD CARE LICENSING BUREAU
RENEWAL INSPECTION REPORT**

I. IDENTIFYING INFORMATION

License #:	DC750303289
Licensee Name:	Community Action Agency of South Central MI
Licensee Address:	175 Main Street Battle Creek, MI 49014
Licensee Telephone #:	(269) 965-7766
Licensee/Designee:	Joyce Cooper, Designee
Name of Facility:	Community Action Sturgis Headstart
Facility Address:	306 S. Nottawa Street Sturgis, MI 49091
Facility Telephone #:	(269) 659-9047
Original Issuance Date:	09/10/2009
Capacity:	96
Age Range:	Ages Birth Thru 5 years 11 months
Program Components:	GSRP PRESCHOOL HEAD START

II. METHODS OF INSPECTION

Date of On-Site Inspection(s): 03/14/2022
 Date of Environmental Health Inspection: N/A
 Date of Fire Safety Inspection: 03/21/2018
 Date of Lead Hazard Risk Assessment, if applicable: N/A
 Date of Documentation of Playground Compliance, if applicable: 07/15/2010

		No. of Records Reviewed
No. of children enrolled in care	24	10
No. of staff employed	10	6
No. of volunteers	0	0
No. of children present at time of inspection	20	
No. of staff present at time of inspection	9	
No. of volunteers present at time of inspection	0	
No. of children interviewed/observed	20	
Persons Interviewed:		
Licensee/Licensee Designee	<input type="checkbox"/>	
Program Director	<input type="checkbox"/>	
Caregiving staff	<input type="checkbox"/>	

Approved Child Use Space: : The center is located in part of Holy Angels Church. Six classrooms (labeled 1 thru 6) and the gymnasium are approved for child care use.
 Approved Program Director: The approved program director is Tina Phillips. Ms. Phillips was approved under R400.8113(7)(b) and (9) on 07/29/2020
 Approved Central Administrator: None
 Approved Variances: None
 Key Indicator Inspection: N/A

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

This renewal inspection involved a review of all applicable child care center administrative rules and statutes. Verification of compliance included direct observations of the physical environment and the program, discussions with staff, and a review of the center’s records, including staff records and children’s records. Staff records include background checks and training information. Children’s records include child information cards, physical examination dates, and immunizations.

The facility is in compliance with all applicable rules and statutes.

IV. RECOMMENDATION

I recommend issuance of a regular license to this child care center.

Roxanne Duckworth

03/14/2022

Roxanne Duckworth
Licensing Consultant

Date