



GRETCHEN WHITMER  
GOVERNOR

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

Michelle Richard  
ACTING DIRECTOR

**Report Type:** Renewal  
**Inspection Type:** Renewal

**Date of Inspection:** 3/18/2024  
**Date of Report:** 3/18/2024

Licensee Name(s)	License Number
Community Action Agency of South-Central MI	DC750303289
Capacity	Facility Name
96	Community Action Sturgis Headstart
Program Type	Licensee Designee(s)
Center	Joyce Cooper
Central Administrator(s)	Program Director(s) Name
	Tina Phillips <b>Qualifications:</b> R 400.8113(7)(b) (9). <b>Date PD Approved:</b> 7/29/2020
Facility Address	Mailing Address
306 S. Nottawa Street, Sturgis, MI, 49091	175 Main Street, Battle Creek, MI 49014
Facility Phone Number	Facility Email Address
2696599047	joycec@caascsm.org

### Findings of the Inspection

A copy of this renewal inspection report and any associated corrective action plans is available on the Child Care Licensing Bureau [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](#).

The 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.

If you have any questions regarding the report, please contact licensing consultant, Roxanne Duckworth, at 269-568-2686. In the event that Roxanne Duckworth is not available, and you need to speak to someone immediately, please contact the Child Care Licensing Bureau at 517-284-9730.

<b>Inspection Details</b>		
<i>Number of Rules/Statutes Reviewed</i>	<i>Number of Rules/Statute Violations</i>	<i>Number of Rules/Statutes where Technical Assistance was Provided</i>
822	0	1
<i>Number of Children's Records Reviewed : Number of Children Enrolled</i>	<i>Number of Child Care Staff Member Records Reviewed : Number of Staff Employed</i>	<i>Number of Volunteer Records Reviewed : Number of Volunteers</i>
12 : 90	10 : 20	0 : 0
<i>Number of Children Observed : Number of Children Present During Inspection</i>	<i>Number of Child Care Staff Members Observed : Number of Child Care Staff Members Present During Inspection</i>	<i>Number of Volunteers Observed a: Number of Volunteers Present During Inspection</i>
58 : 58	13 : 13	0 : 0
<i>Licensee Interviewed</i>	<i>Program Director Interviewed</i>	<i>Child Care Staff Members Interviewed</i>
Yes	Yes	Yes

<b>Documentation of Required Inspections</b>		
<i>Type of Inspection</i>	<i>Date of Inspection</i>	<i>Findings</i>
Fire Inspection	5/29/2022	Compliance-A rated
Boiler Inspection	6/13/2022	Compliance-in operating condition

<i>Rule Number</i>	<i>Rule</i>	<i>Analysis</i>	<i>Conclusion</i>

<b>Technical Assistance</b>	
<i>Rule Number</i>	<i>Rule</i>
R 400.8350(5)	Hand washing sinks must have warm running water not to exceed 120 degrees Fahrenheit.

<b>Hours of Operation</b>						
<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>	<i>Thursday</i>	<i>Friday</i>	<i>Saturday</i>	<i>Sunday</i>
08:00 AM To 4:00 PM	08:00 AM To 4:00 PM	08:00 AM To 4:00 PM	08:00 AM To 4:00 PM			

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<b>Bureau Recommendation</b>
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I recommend issuance of a regular license to this child care center.
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<b>Approved By:</b>
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<i>Roxanne Duckworth</i>
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Roxanne Duckworth <b>Licensing Consultant</b>	3/18/2024 <b>Date</b>		
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