



STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING



GRETCHEN WHITMER
GOVERNOR

MARLON I. BROWN, DPA
ACTING DIRECTOR

September 18, 2023

JoAnn Telfer
Ann Arbor Public Schools Comm Educ & Recreation
1515 S. Seventh
Ann Arbor, MI 48103

RE: License #: DC810242014
Lakewood ESP and Preschool
344 Galake
Ann Arbor, MI 48103

Dear Ms. Telfer:

Attached is the Addendum to the Original Licensing Study Report for the above referenced facility.

Please review the enclosed documentation for accuracy and feel free to contact me with any questions. In the event that I am not available and you need to speak to someone immediately, please feel free to contact the local office at (517) 284-9730.

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

Sincerely,

Kathryn Curreathers, Licensing Consultant
Child Care Licensing Bureau
Ottawa Building
611 W. Ottawa Street
PO Box 30664 Lansing, MI 48909
(248) 860-3127

Enclosure

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
CHILD CARE LICENSING BUREAU
ADDENDUM TO ORIGINAL LICENSING STUDY REPORT**

I. IDENTIFYING INFORMATION

License #: DC810242014

Licensee Name: Ann Arbor Public Schools Comm Educ & Recreation

Licensee Address: 1515 S. Seventh
Ann Arbor, MI 48103

Licensee Telephone #: (734) 994-2303

Administrator/Licensee Designee: JoAnn Telfer, Designee

Name of Facility: Lakewood ESP and Preschool

Facility Address: 344 Gralake
Ann Arbor, MI 48103

Facility Telephone #: (734) 994-9375

Capacity: 100

Program Type: CHILD CARE CENTER

II. Purpose of Addendum

On August 04, 2023, licensee designee JoAnn Telfer, submitted a modification request form to:

- Add a preschool component to the center's license.
- Change the licensed age range to include children 3 years to 12 years.
- Add Preschool Room 108, Library, Art Room, Nurse's Office (clinic), Principal's Office as approved space for child care use.
- Change facility name to Lakewood ESP and Preschool.

III. Methodology

08/04/2023 Modification Request Received

08/04/2023 Inspection completed On-site.

IV. Description of Findings and Conclusions

The terms of the original license have been modified on October 10, 2014, and August 24, 2023.

On August 04, 2023, licensee designee JoAnn Telfer, submitted a modification request form to:

- Add a preschool component to the center's license.
- Change the licensed age range to include children 3 years to 12 years.
- Add Preschool Room 108, Library, Art Room, Nurse's Office (clinic), Principal's Office as approved space for child care use.
- Change facility name to Lakewood ESP and Preschool.

Lakewood ESP and Preschool is located in a public-school building in a residential neighborhood in Ann Arbor, MI. The center accepts children ages 3 years through 12 years old. The center offers preschool Monday through Thursday, school year only, from 8:25 AM to 3:40 PM and before and after school care Monday through Friday, school year only, from 7:15 A.M. to 8:53 A.M. and 3:59 P.M. to 6:00 P.M.

The previously approved child use space continues to be used. The measurements are as follows:

- **Multi-Purpose Room** is measured at 38 ft. x 64 ft. = 2432 sq. ft. At 35 square feet per child, the capacity of this room is 70 children aged 3 to 12 years. The licensee designee understands that the ratio for children ages 3 years to 4 years is 1 to 10 with a maximum group size of 30 and for children 4 years to school age is 1 to 12 with a maximum group size of 36. The licensee designee also understands that if there are mixed age groups in this room, the ratio is based on the ratio requirements of the youngest child.

- **Centrum A** is measured at 27 ft. x 65 ft. = 1755 sq. ft. At 35 square feet per child, the capacity of this room is 50 children aged 3 to 12 years. The licensee designee understands that the ratio for children ages 3 years to 4 years is 1 to 10 with a maximum group size of 30 and for children 4 years to school age is 1 to 12 with a maximum group size of 36. The licensee designee also understands that if there are mixed age groups in this room, the ratio is based on the ratio requirements of the youngest child.
- **Gymnasium** is measured at 40 ft. x 66 ft. = 2617 sq. ft. At 35 square feet per child, the capacity of this room is 75 children aged 3 to 12 years. The licensee designee understands that the ratio for children ages 3 years to 4 years is 1 to 10 with a maximum group size of 30 and for children 4 years to school age is 1 to 12 with a maximum group size of 36. The licensee designee also understands that if there are mixed age groups in this room, the ratio is based on the ratio requirements of the youngest child.

The following rooms are approved as additional child use space: The measurements are as follows:

- **Preschool Room 108** is measured at 27 ft. x 30 ft. = 810 sq. ft. At 35 square feet per child, the capacity of this room is 23 children ages 3 to 6 years. The licensee designee understands that the ratio for children ages 3 to 4 years is 1 to 10 and for children 4 years to school age is 1 to 12. The licensee designee also understands that if there are mixed age groups in this room, the ratio is based on the ratio requirements of the youngest child.
- **Library** is measured at 29 ft. x 70 ft. = 2030 ft. At 35 square feet per child, the capacity of this room is 58 children ages 3 to 12 years. The licensee designee understands that the ratio for children ages 3 to 4 years is 1 to 10 with a maximum group size of 30 and for children 4 years to school age is 1 to 12 with a maximum group size of 36. The licensee designee also understands that if there are mixed age groups in this room, the ratio is based on the ratio requirements of the youngest child.
- **Art** is measured at 31 ft. x 41 ft. = 1271 ft. At 35 square feet per child, the capacity of this room is 36 children ages 3 to 12 years. The licensee designee understands that the ratio for children ages 3 to 4 years is 1 to 10 with a maximum group size of 30 and for children 4 years to school age is 1 to 12 with a maximum group size of 36. The licensee designee also understands that if there are mixed age groups in this room, the ratio is based on the ratio requirements of the youngest child.

- **Nurse's Office (clinic)** is measured at 12 ft. x 18 ft. = 216 ft. At 35 square feet per child, the capacity of this room is 6 children ages 3 to 12 years. This room will only be used for sick children to be separated from other children until they are picked up. The capacity of the nurse's office will not be counted toward the total capacity.
- **Principal's Office** is measured at 13 ft. x 13 ft. = 169 ft. At 35 square feet per child, the capacity of this room is 5 children ages 3 to 12 years. The principal's office will only be used for sick children to be separated from other children until they are picked up. The capacity of the principal's office will not be counted toward the total capacity.

The total capacity of the building is 312 children. The licensee designee has requested the capacity remain at 100. **Therefore, the total capacity at any one time cannot exceed 100 children.**

The child care center has a **total** of 16 toilets, 2 urinals and 21 hand washing sinks:

- There are boys' and girls' bathrooms located by the multi-Purpose Room. In the boys' bathroom, there are 2 urinals, 1 toilet and 2 hand washing sinks. In the girls' bathroom, there is 1 toilet and 2 hand washing sinks.
- In Centrum A, there are 2 hand washing sinks.
- There are boys' and girls' bathrooms located by the Gymnasium. In the boys' bathroom, there is 1 toilet and 1 hand washing sink. In the girls' bathroom, there is 1 toilet and 1 hand washing sink.
- There is 1 toilet and 1 hand washing sink in each classroom: A1, A2, A3, A4, A5 and A6. For a total of 6 toilets and 6 hand washing sinks.
- There is 1 toilet and 1 hand washing sink in each classroom: D1, D2, D3, D4, D5 and D6. For a total of 6 toilets and 6 hand washing sinks.
- In Centrum D, there is 1 hand washing sink.
- There is 1 toilet and 1 sink in the Preschool Room 108.
- There is 1 toilet and 4 sinks in the Art room.

Airess Stewart will be the program director for Lakewood ESP and Preschool's preschool program. Ms. Stewart completed a Master of Social Work degree from Wayne State University and a Bachelor of Social Work degree from Eastern Michigan University. She meets the requirements of licensing rules R400.8113 (7)(f) and (9).

V. Recommendation

I recommend approving the following:

- Adding a preschool component to the center's license.
- Changing the licensed age range to include children 3 years to 12 years.
- Adding Preschool Room 108, Library, Art Room, Nurse's Office (clinic), Principal's Office as approved space for child care use.
- Changing facility name to Lakewood ESP and Preschool.



09/18/2023

Kathryn Curreathers
Licensing Consultant

Date