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

LANSING

GRETCHEN WHITMER
GOVERNOR

BEVERLY WALKER-GRIFFEA
DIRECTOR

August 15, 2024

Jennifer Zaenglein
Van Buren Charter Township
46425 Tyler Road
Van Buren Twp, MI 48111

RE: Application #: CD820418335 and SD820418336
Van Buren Twp. Summer Camp
46425 Tyler Road
Van Buren Twp, MI 48111

Dear Applicant,

Attached is the Original Licensing Study Report for the above referenced facility. The study has determined substantial compliance with applicable licensing statutes and administrative rules. Therefore, original SITE and PROGRAM licenses have been issued.

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 Grand Rapids licensing unit at (616) 356-0100.

Sincerely,

Jarrah Buch-Price

Jarrah Buch-Price
Camp Licensing Unit
Unit 13, 7th Floor
350 Ottawa, N.W.
Grand Rapids, MI 49503
269-615-6200

CAMP ORIGINAL LICENSING STUDY REPORT

Michigan Department of Lifelong Education, Advancement, and Potential

IDENTIFYING INFORMATION

PROGRAM License Number	PROGRAM (Camp) Name		Application Date		
CD820418335	Van Buren Twp. Summer Camp		03/13/2024		
PROGRAM Phone Number	PROGRAM Applicant Address		City	State	Zip
(734) 699-8921	46425 Tyler Road		Van Buren Township	**MI**	48111
SITE License Number	SITE Name	Camp SITE Address	City	State	Zip
SD820418336	Van Buren Township	46425 Tyler Road	Van Buren Township	MI	48111
Camp SITE Telephone	Applicant/Licensee Designee Name		E-Mail		
(734) 699-8921	Jennifer Zaenglein		jzaenglein@vanburen-mi.org		

Is the PROGRAM applicant the same as SITE Applicant/Licensee? ☒ Yes ☐ No

Terms: Gender: Both From Age: 5 Capacity: 40 To Age: 12

PROGRAM Type ☒ Day ☐ Residential ☐ Troop ☐ Travel ☐ Adult Camp

Camp SITE Type ☒ Day Site ☐ Residential Site

METHODOLOGY

03/13/2024	Enrollment
03/19/2024	Inspection Completed On-site
03/20/2024	Contact - Document Received: Comprehensive background check received for director
04/01/2024	Contact - Document Sent: Field incomplete letter sent requesting policies and procedures
05/01/2024	Contact - Document Received: Written policies and procedures received
05/06/2024	Contact - Document Sent: Written policy review sent with technical assistance
05/09/2024	Contact - Document Received: Update written policies and procedures received
05/16/2024	Contact - Document Received: Update written policies and procedures received
05/16/2024	Contact - Document Sent: Written policy review sent with technical assistance
05/31/2024	Contact - Document Sent: Written policy review sent with technical assistance.
06/12/2024	Contact - Document Received: Updated policies and procedures received
06/20/2024	Contact - Document Sent: Written policy review sent, polcies approved
06/20/2024	PSOR on Address Completed
06/20/2024	Inspection Completed-BCAL Full Compliance

DESCRIPTION OF FINDINGS

A. SITE DESCRIPTION

Outdoor	☒ Acreage:	☐ Water Supply: Public	☐ Sewage: Public	Bodies of Water: ☐ Lake(s) ☐ River(s) ☐ Pond(s) ☐ Pool(s)		☐ Other:	
Indoor	Sleeping ☐ Dormitory ☐ Cabins ☐ Tents ☒ None	Dining ☐ Dining Hall ☒ Outdoor	Health Area ☐ Center ☐ Office ☒ Isolation	Activity Area(s) ☐ Classrooms ☐ Craft Rooms ☐ Gym ☒ Multipurpose ☐ Indoor pool(s)	Bathroom(s) ☒ Indoor ☐ Portable ☒ Accessible	Fire Safety: QFI N/A	Env. Health: EHI: N/A
High Adventure	Aquatics ☐ Swimming ☐ Sailing ☐ Canoe/kayak ☐ Waterskiing ☐ Tubing ☐ Waterslide	Target ☐ Archery ☐ Riflery ☐ Other:	Trail Sport ☐ Biking ☐ Horseback ☐ Go Carts ☐ Other:	Adventure ☐ Low Obstacle ☐ High Ropes ☐ Rappelling ☐ Climbing ☐ Zipline ☐ Gymnastics	Travel ☒ Day Trips ☐ Overnight Off-site	Other: ☐ ☐ Winter Sports: ☐ ☐	

Findings: The day campsite is located at Van Buren Township Community Center and Quirk Park. The indoor space includes multi purpose room and bathrooms. The outdoor area provides campers with access to play structures, walking paths, covered pavilion, soceer fields, green space and splash pad.

B. PROGRAM DESCRIPTION

Operation	Days and Times of Operation: The camp operates for eight weeks (Monday through Friday) from 9:00am to 4:00pm.
Staffing	Adult Staff to Camper Ratio: 1 adult staff to 10 campers maximum
Training	Staff Training Content Covers: ☒ proper supervision ☒ program development for age groups ☒ behavior management ☒ child protection ☒ plans for emergencies, rain, and regular camp operations. Proposed Staff Training Hours (3 hours per week of service): ☒Yes ☐No

Findings: The day camp operates summer recreation program at the Van Buren Township Community Center for school age children ages 5 to 12 years of age. The program involves daily activities and weekly field trips. The camp staff are trained in behavior management, child protection, and emergency procedures. The camp staffing ratio is at least 1 adult to 10 campers. The camp operation meets applicable licensing rules.

C. RULE/STATUTORY VIOLATIONS

The camp PROGRAM and SITE were found to be compliant with statute and administrative rules.

RECOMMENDATION

I recommend issuance of an original SITE and PROGRAM licenses to this day children's camp.

Jarrah Buch-Price	Jarrah Buch-Price	8/13/2024
Consultant's Signature	Printed Name/Licensing Consultant	Date
Richard Lower	Richard Lower	8/14/2024
Approved By:	Printed Name/ Manager	Date

MiLEAP is an equal opportunity employer/program.