



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

April 19, 2023

Cynthia Hutson
Branch Intermediate School District
370 Morse Street
Coldwater, MI 49036

RE: License #: DC120303553

RE: SI LOG #: **Branch Co. Head Start Quincy**
44 East Liberty Street
Quincy, MI 49082

Dear Ms. Hutson:

This letter is to advise you that the 04/19/2023 corrective action plan you submitted, regarding each rule violation cited in the recently completed Renewal Licensing Study Report, is approved.

You can find a copy of this corrective action approval letter and the associated report on our [website](#) under [Statewide Search for Licensed Child Care Centers and Homes](#). A description of each type of report and corrective action plans can be found under [Overview of Licensing Reports](#).

Violation cited	Noncompliance observed	Plan to correct	Date to be completed
400.8112(2)(b)	Consent and Disclosure form not on file for two child care staff members fingerprints.	Licensee will have consent and disclosure put in file for child care staff members.	5/8/2023
400.8330(10)	Menus were not posted for parents to see.	Menus will be posted by the door where parents drop off and pick up.	5/8/2023

Sincerely,

Charnell Lennox, Licensing Consultant
611 W. Ottawa
P.O Box 30837
Lansing, MI 48909