



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

November 14, 2022

Toby Berry  
Community Action Agency  
1214 Greenwood Ave  
Jackson, MI 49203

RE: License #: DC300362501  
2023D0207001  
RE: SI LOG #: **Greenfield Early Childhood**  
**3471 Beck Road**  
**Hillsdale, MI 49242**

Dear Ms. Berry:

This letter is to advise you that the 11/14/2022 corrective action plan you submitted, regarding each rule violation cited in the recently completed Special Investigation 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
400.8140(1)	Child care staff member did not follow discipline policy.	Child care staff member has underwent disciplinary action and remaining child care staff members have been refreshed on discipline policy.	Immediately.

Sincerely,

Charnell Lennox, Licensing Consultant  
Bureau of Community and Health Systems  
Unit 13, 7th Floor

350 Ottawa, N.W.Grand Rapids, MI 49503