



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

February 1, 2022

Leeann Brooks
Litchfield Community Schools
210 Williams Street
Litchfield, MI 49252

RE: License #: DC300388367

RE: SI LOG #: **Litchfield Elementary School
210 William Street
Litchfield, MI 49252**

Dear Ms. Brooks:

This letter is to advise you that the 02/02/2022 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
400.8143(1)	Children's records were not complete.	Licensee will complete children's records.	2/22/2022
400.8173(2)	Safety Recall list not posted.	Licensee will post safety recall list.	2/22/2022

Sincerely,

Charnell Lennox, Licensing Consultant
Bureau of Community and Health Systems
Unit 13, 7th Floor
350 Ottawa, N.W.
Grand Rapids, MI 49503