



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

February 16, 2021

Kathleen Rand
Holy Trinity Parish
1200 Alpine Church
Comstock Park, MI 49321

RE: License #: DC410088923

RE: SI LOG #: Holy Trinity Preschool
1304 Alpine Church Road
Comstock Park, MI 49321

Dear Ms. Rand:

This letter is to advise you that the 02/11/2021 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
400.8146 (1)(i)(i) Information provided to parents.	8 out of 10 child records reviewed did not have verification of the licensing notebook.	Ms. Rand will ensure verification of the licensing notebook is in each child file.	03/01/2021

It is expected that the corrective action plan will be implemented within the time frames as outlined in your plan.

A follow-up evaluation may be made to verify compliance. Should the corrections not be implemented in the specified time, it may be necessary to reevaluate the status of your license.

The office provides technical assistance to meet the licensing requirements and consultation to improve services. Please contact me with any questions. In the event that I am not available and you need to speak to someone immediately, you may contact the local office at (616) 356-0183.

Sincerely,

A handwritten signature in black ink, appearing to read "Samantha Struppa". The signature is fluid and cursive, with a long horizontal stroke extending from the end.

Samantha Struppa, Licensing Consultant
Bureau of Community and Health Systems
Unit 13, 7th Floor
350 Ottawa, N.W.
Grand Rapids, MI 49503
(616) 690-2934