



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

April 26, 2022

Melissa Wojciechowski  
St. James Episcopal Church  
355 W. Maple Avenue  
Birmingham, MI 48009

RE: License #: DC630016681

RE: SI LOG #: **St. James Preschool  
St. James Episcopal Church  
355 W. Maple Avenue  
Birmingham, MI 48009**

Dear Mrs. Wojciechowski,

This letter is to advise you that the 04/26/2022 corrective action plan you submitted, regarding each rule violation cited in the recently completed Renewal Licensing Study Report, is approved.

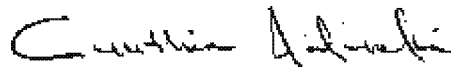
You can find a copy of this corrective action approval letter and the associated report on our [website](#) under [Statewide Search for Licensed Child Care Centers and Homes](#). A description of each type of report and corrective action plans can be found under [Overview of Licensing Reports](#).

Violation cited	Noncompliance observed	Plan to correct	Date to be completed
R 400.8131(5)	One staff member (A.D.), who was hired on January 3, 2022, had not yet completed the training identified in subrule (5)(a-g).	The staff member will complete Health and Safety Course 1 and Course 2 to be in compliance.	30 days

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

The office provides technical assistance to meet the licensing requirements and consultation to improve services. Please contact me with any questions. If I am unavailable and you need to reach someone immediately, you may contact the central office at (517) 284-9730.

Sincerely,

A handwritten signature in black ink, appearing to read "Cynthia Jalynski". The signature is written in a cursive style with a large initial "C".

Cynthia Jalynski, Licensing Consultant  
Child Care Licensing Bureau  
611 W. Ottawa Street  
P.O. Box 30664  
Lansing, MI 48909  
(248) 860-3222