



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

September 12, 2022

Jennifer Melton  
11480 Davis St.  
Fenton, MI 48430

RE: License #: DC630091831

RE: SI LOG #: Melton Kidz Klub  
820 Academy  
Holly, MI 48442

Dear Jennifer Melton:

This letter is to advise you that the 09/12/2022 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
R400.8131	Two (B.M & E.M) of the four staff members were missing the required trainings of this rule.	I will ensure staff complete the MiRegistry training upon hire. Staff missing will complete training by...	09/30/2022
R400.8131	Staff members B.M and C.V did not have the requested 16 trainings hours for 2020 and staff members J.M and B.M did not have the required training hours for 2021.	All staff will complete 16 hours of training per year.	09/12/2022

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 (517) 284-9730.

Sincerely,

A handwritten signature in cursive script, appearing to read "RaSheeda Mitchell".

RaSheeda Mitchell, Licensing Consultant  
Bureau of Community and Health Systems  
611 W. Ottawa Street  
P.O. Box 30664  
Lansing, MI 48909  
(248) 762-1915