



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

June 27, 2022

Ann Robb  
Oxford Area Community Schools  
105 Pontiac Street  
Oxford, MI 48371

RE: License #: DC630273936

RE: SI LOG #: **Leonard School Programs  
355 East Elmwood  
Leonard, MI 48367**

Dear Ms. Robb,

This letter is to advise you that the 6/24/22 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 400.8113(1) Program director qualifications; responsibilities.	A BCHS—CC 001 form and credentials were not submitted for the proposed director.	The Program Director information will be filled out and submitted—BCHS—CC 001. Transcripts will also be provided	30 days
R 400.8114(1) Program director qualifications; responsibilities	The child care background check system did not accurately reflect the connection and disconnection status of staff currently affiliated with this center.	Background check information will be updated in a timely fashion upon changes within programs.	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 cursive script, appearing to read "Cynthia Jalynski".

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