



STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

GRETCHEN WHITMER  
GOVERNOR

ORLENE HAWKS  
DIRECTOR

April 29, 2022

Cathrine Broessel  
KCE Champions LLC  
17050 Dorset Ave.  
Southfield, MI 48075

RE: License #: DC630308483  
**McIntyre Elementary School**  
**19600 Saratoga Blvd.**  
**Southfield, MI 48076**

Dear Ms. Broessel:

This letter is to advise you that the 04/29/2022 corrective action plan you submitted, regarding each rule violation cited in the recently completed Interim Inspection 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 (8) Program director qualifications; responsibilities.	McIntyre Elementary School does not have an approved qualified school-age program director.	Program director's information has been updated and approved.  Update staffing plans as staff turns over.	04/28/2022
R 400.8131 (12) Professional development requirements.	One of the four child care staff members (R.D.) did not complete the 2021 Health and Safety Refresher.	R.D. completed training.  Staff members will complete MiRegistry before they work with children. As part of the new hire process, each person will complete training.	04/28/2022
R 400.8143 (1) Children's records.	Five of the ten children's information cards reviewed were missing information	Obtain missing information from parents.	04/28/2022

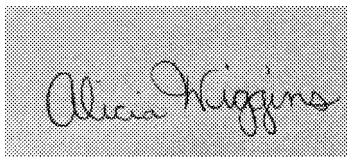
	<p>including allergies, special needs, special instructions information, parent's employer name and phone number, physician's name and phone number.</p> <p>One of the ten children's records was missing a child information card, using a form provided by the department or a comparable substitute, that is completed and signed by the child's parent.</p>	<p>Monthly audits for compliance.</p>	
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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,



Alicia Wiggins, Licensing Consultant  
 Child Care Licensing Bureau  
 611 W. Ottawa Street  
 P.O. Box 30664  
 Lansing, MI 48909  
 (248) 369-7892