



STATE OF MICHIGAN
 DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
 LANSING

GRETCHEN WHITMER
 GOVERNOR

ORLENE HAWKS
 DIRECTOR

June 30, 2023

Chrissandra Padilla
 Brandon School District
 1025 Ortonville Rd
 Ortonville, MI 48462

RE: License #: DC630395909

RE: SI LOG #: Oakwood Elementary
 2839 Oakwood
 Ortonville, MI 48462

Dear Ms. Padilla:

This letter is to advise you that the 06/25/2023 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	At the time of this onsite, CCSM, S.H who has been employed since August 2021 has not complete the requirements of this training.	CCSM S.H. will complete the Health & Safety refresher.	7/15/2023
R400.8131	At the time of this onsite, CCSM, S.H who has been employed since August 2021 did not complete the 2022 required refresher.	CCSM S.H. will complete training.	7/15/2023
R400.8131	At the time of this onsite, CCSM, S.H who has been employed since August 2021 has not complete the	CCSM S.H. will complete training.	7/15/2023

	requirements of this training.		
R400.8131	At the time of this onsite, CCSM, S.H who has been employed since August 2021 has not complete the requirements of this training.	CCSM S.H. will complete training.	7/15/2023
R400.8143	Ten of the ten child information cards were missing information such as date of birth, admission and special needs.	Records for all enrolled students will be updated before the 23/24 school year begins.	09/05/2023
R400.8146	Written documentation that parents received the written information packet was not on file for 10 of the 10 child records viewed.	CCL-4340 for all enrolled students will be updated before the 23/34 school year begins.	09/05/2023

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,



RaSheeda Mitchell, Licensing Consultant
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 611 W. Ottawa Street
 P.O. Box 30664
 Lansing, MI 48909
 (248) 762-1915