



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

March 17, 2023

Melissa REINELT
Gaylord Comm Schools
615 S Elm St.
Gaylord, MI 49735

RE: License #: DC690405109

**South Maple Elementary School
650 East Fifth Street
Gaylord, MI 49735**

Dear Ms. REINELT:

This letter is to advise you that the 03/13/2023 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](#).

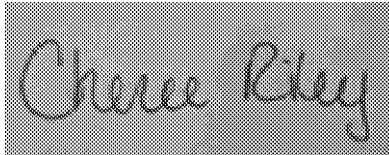
Violation cited	Noncompliance observed	Plan to correct	Date to be completed
R 400.8143(1) Children's records.	I reviewed 15 child information cards. The following information was missing: (3) mother and or father's employer and or employer telephone number and (6) allergies/special needs.	All information will be completed.	03/13/2023

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 (866) 865-0006.

Sincerely,

A handwritten signature in cursive script that reads "Cheree Riley". The signature is written in dark ink on a light-colored, textured background.

Cheree Riley, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30664
Lansing, MI 48909
(989) 619-1651