



STATE OF MICHIGAN
 DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
 LANSING

GRETCHEN WHITMER
 GOVERNOR

MARLON I. BROWN, DPA
 ACTING DIRECTOR

August 7, 2023

Steve Elliott
 Saginaw Township Community Schools
 3465 N Center Rd
 Saginaw, MI 48603

RE: License #: DC730311070
Westdale After School Activities Club
705 S. Center
Saginaw, MI 48638

Dear Mr. Elliott:

This letter is to advise you that the 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
R400.8110(12)(a) Applicant; licensee designee; requirements	Child Care Staff members did not have their names, addresses and telephone number on file when requested	On-site file was created with staff members' names, addresses, and telephone numbers	6/16/2023
R400.8112(2)(b) Comprehensive background check; fingerprinting	There were no copies of completed and signed consent and disclosure form for each individual entered into the child care background check system for Zander Linert, Michille Federer and Heather Laporte	Copies of consent and disclosure forms were created for child care staff members	06/16/2023

R400.8112(2)(f) Comprehensive background check; fingerprinting.	Child Care Staff member, no longer employed Breeanna Davis, was not disconnected from CCBC system	Breaanna Davis has been disconnected from the CCBC portal.	06/16/2023
R4008131 Professional Development Requirements	There was no record for child care staff members, Zander Linert and Heather Laporte of attending new employee orientation or completing training.	A new staff orientation was completed for child care staff members and both child care staff members completed training for (a) Administration of medication. (b) Prevention of and response to emergencies due to food and allergic reactions. (c) Building and physical premises safety. (d) Emergency preparedness and response planning. (e) Handling and storage of hazardous materials and appropriate disposal of bio-contaminants. (f) Precautions in transporting children, if applicable. (g) Child development	06/16/2023

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,

A handwritten signature in black ink that reads "Takiyah S. Jackson". The signature is written in a cursive, flowing style.

Takiyah Jackson, Licensing Consultant
Child Care Licensing Bureau
611 W Ottawa Street
P.O. Box 30664
Lansing, MI 48909
(989) 220-8026