



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF  
LIFELONG EDUCATION, ADVANCEMENT, AND POTENTIAL  
LANSING

Michelle Richard  
ACTING DIRECTOR

5/16/2024

Zina Pettit  
978 Indian Creek  
Howell, MI, 48843

License Number: DG470297186

Dear Mrs. Pettit,

This letter is to advise you that the 5/16/2024 corrective action plan you submitted, regarding each rule violation cited in the recently completed Inspection, 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 400.1907(1)(a)	One of the fourteen children's records (N.S.) reviewed did not have a child information card and child in care statement.	The child information card and child in care statement will be completed and on file by Monday, May 20, 2024. Starting immediately, completed child information cards and child in care statements will be on file prior to the child's initial attendance.	May 20, 2024
R 400.1907(1)(b)	One of the fourteen children's records (N.S.) reviewed did not have a child information card and child in care statement.	The child information card and child in care statement will be completed and on file by Monday, May 20, 2024. Starting immediately, completed child information cards and child in care statements	May 20, 2024

		will be on file prior to the child's initial attendance.	
R 400.1907(2)	Nine out of fourteen children's records reviewed were not reviewed and updated annually.	The child information cards and child in care statements will be reviewed and updated by May 31, 2024. Moving forward, Mrs. Pettit will review the child information cards and child in care statements quarterly.	May 31, 2024

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 Thanh Biehl at (734) 417-8580 or [biehl@michigan.gov](mailto:biehl@michigan.gov). In the event that Thanh Biehl is not available and you need to speak to someone immediately, please contact the Child Care Licensing Bureau at 517-284-9730.

Sincerely,



Thanh Biehl, Licensing Consultant