Date Correction Plan Due	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL
10/9/2026		715-930-1148

Use of Form: This form is used by certification / licensing staff to identify statute and / or administrative rule violation(s) and to outline imposed plans of correction, if applicable. This form is used by certified operators / licensed centers to meet the requirements of DCF 202.065, DCF 250.04(2)(i) and (3)(d), DCF 251.04(2)(L) and (3)(f)., DCF 252.41(1)(L) and (2)(k). Failure to submit an appropriate correction plan by the due date listed above may result in sanctions identified in the statute and / or administrative rule. Public Schools may submit plans of correction however are not required to do so.

Instructions: The Noncompliance Statement below identifies the violation(s) of child care statute and / or administrative rule identified by the certification / licensing specialist. Complete the section labeled "Correction Plan" by indicating the steps that will be taken to address and correct each of the listed noncompliance(s). Identify expected completion date(s) for each item. Return the original to your certification / licensing specialist for approval and retain a copy. If this is a licensed child care, post your copy of the noncompliance statement and correction plan near the license in accordance with Wis. Stat. 48.657. This request for a correction plan is not an order imposing a sanction or penalty pursuant to Wis. Stat. 48.715. If the department decides to apply a statutory sanction and / or penalty for facts arising from this finding or a future finding, you will be given a notice of the sanction and / or penalty and your appeal rights.

Name - Certified Operator / Licensed Center	Provider Number / Facility ID Number
Ymca School Age-Summit	7000556007 / 010 - 520213

Address - Facility (Street, City, State, Zip Code)	Telephone Number	Date - Regulation Visit
1800 Lakeshore Dr La Crosse WI 54603	608-519-5482	9/22/2026

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(6)(a)1. **Child Record - Enrollment Information** Description: On the day of the monitoring visit, 2 child records that were reviewed were missing enrollment dates. Per rule, the licensee shall maintain a current written record obtained prior to the child's first day of attendance or subsequent re-enrollment at the center on each child enrolled and shall make the record available to the licensing representative on request. Each record shall include: the child's first day of attendance at the center	All child records have been re-audited by staff and the Director. Each child record, including the 2 children's record that were missing an enrollment date, has been reviewed to ensure the original start date is accurately documented and maintained in the child's file.	9/30/2026	

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	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
2	251.095(2m)(c) **School-Age Care - Supervision Of Group Of Children** Description: Staff did not have sight and sound supervision of children when during the licensing visit it was observed children leaving the gym area by themselves and while outside children were seen outside of the play area without supervision.	Staff were immediately retrained on licensing requirements for maintaining sight and sound supervision of all children. The Director will conduct and document weekly supervision observations, for the next 4 weeks, to ensure full compliance with licensing regulations and implement corrective action for any noncompliance identified.	9/29/2026- 10/20/2026	
3	251.095(2m)(f) **School-Age Care - Child Tracking Method** Description: On the day of the monitoring visit the center tracking methods was not followed when staff were outside with approximately 40 children and the electronic tracking method went down and staff did not have a back up method and parents were beginning to pick up children.	Two blank attendance forms have been placed at the site, and staff have been provided written procedures for attendance tracking during electronic system outages.	9/26/2026	

NAME - Agency Worker
Kimberly Jasper

Date Issued
9/25/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed