

Date Correction Plan Due 7/15/2026	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 920-785-7811
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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 Fvtc Parent-Child Center		Provider Number / Facility ID Number 9000559279 / 001 - 420070		
Address - Facility (Street, City, State, Zip Code) 1825 N Bluemound Dr Appleton WI 54912		Telephone Number 920-735-5751	Date - Regulation Visit 6/3/2026	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	<p>251.055(1)(a) Supervision Of Children</p> <p>Description: On June 02, 2026, child care workers failed to provide sight and sound supervision to a 4-year-old child when the child was left alone in the FVTC hallway outside the classroom as the remainder of the class transitioned into the classroom when returning inside from the playground. The child was found approximately 40 seconds later by an FVTC employee that knocked on the classroom door to notify the child care workers.</p> <p>The above violation is the result of a self-reported incident as required by licensing.</p> <p>Order issued.</p> <p>Repeat violation: Previously cited on 5/8/2025, 3/10/2025</p>	<ol style="list-style-type: none"> 1. Staff were given verbal warnings and the violation will be included on their annual evals. 2. Tracking and supervision procedures were discussed with the employees involved. 3. Head count importance was emphasized to the staff when transitioning between playground, hallways and into classrooms. The staff acknowledge the importance to perform head counts when going around corners, through gates or doorways as well as entering the classroom, staff must do head counts to ensure they have all of the children within sight and sound. 4. Camera footage will continue to be reviewed periodically to ensure that these violations are not repeated and staff are following procedures. 	<p>Immediately 7/6/2026</p>	

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2	<p>251.055(1)(f) Child Tracking Procedure</p> <p>Description: On June 02, 2026, child care workers failed to implement the centers child tracking procedure of counting the children when entering the classroom resulting in a child being left behind in the FVTC hallway.</p> <p>The above violation is the result of a self-reported incident as required by licensing.</p> <p>Order issued.</p>	<p>1. Staff were given verbal warnings and the violation will be included on their annual evals. 2. Tracking and supervision procedures were discussed with the employees involved. 3. Head count importance was emphasized to the staff when transitioning between playground, hallways and into classrooms. The staff acknowledge the importance to perform head counts when going around corners, through gates or doorways as well as entering the classroom, staff must do head counts to ensure they have all of the children within sight and sound. 4. Camera footage will continue to be reviewed periodically to ensure that these violations are not repeated.</p>		<p>Immediately 7/6/2026</p>

NAME - Agency Worker
Ruth Sprangers

Date Issued
7/1/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee
Michelle Abrams

Date Signed
7/1/2026