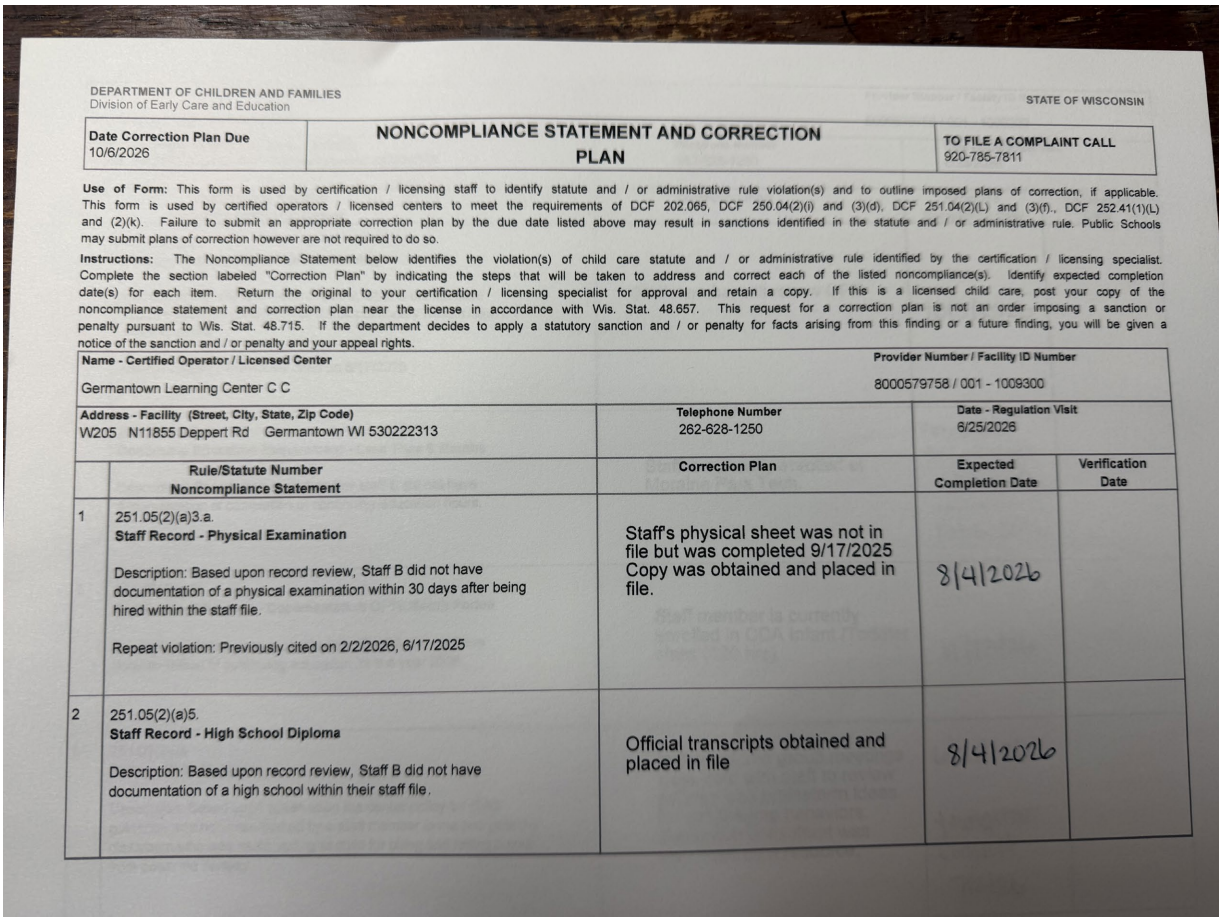
From: Jill Richter
To: Holz, Amanda R - DCF
Subject: Noncompliance GLC
Date: Thursday, October 1, 2026 6:44:44 PM

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Hello,

Let me know if you need anything else.
Thank you and have a great and hopefully dry day!



DEPARTMENT OF CHILDREN AND FAMILIES
Division of Early Care and Education

STATE OF WISCONSIN

Date Correction Plan Due	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL
10/6/2026		920-785-7811

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.

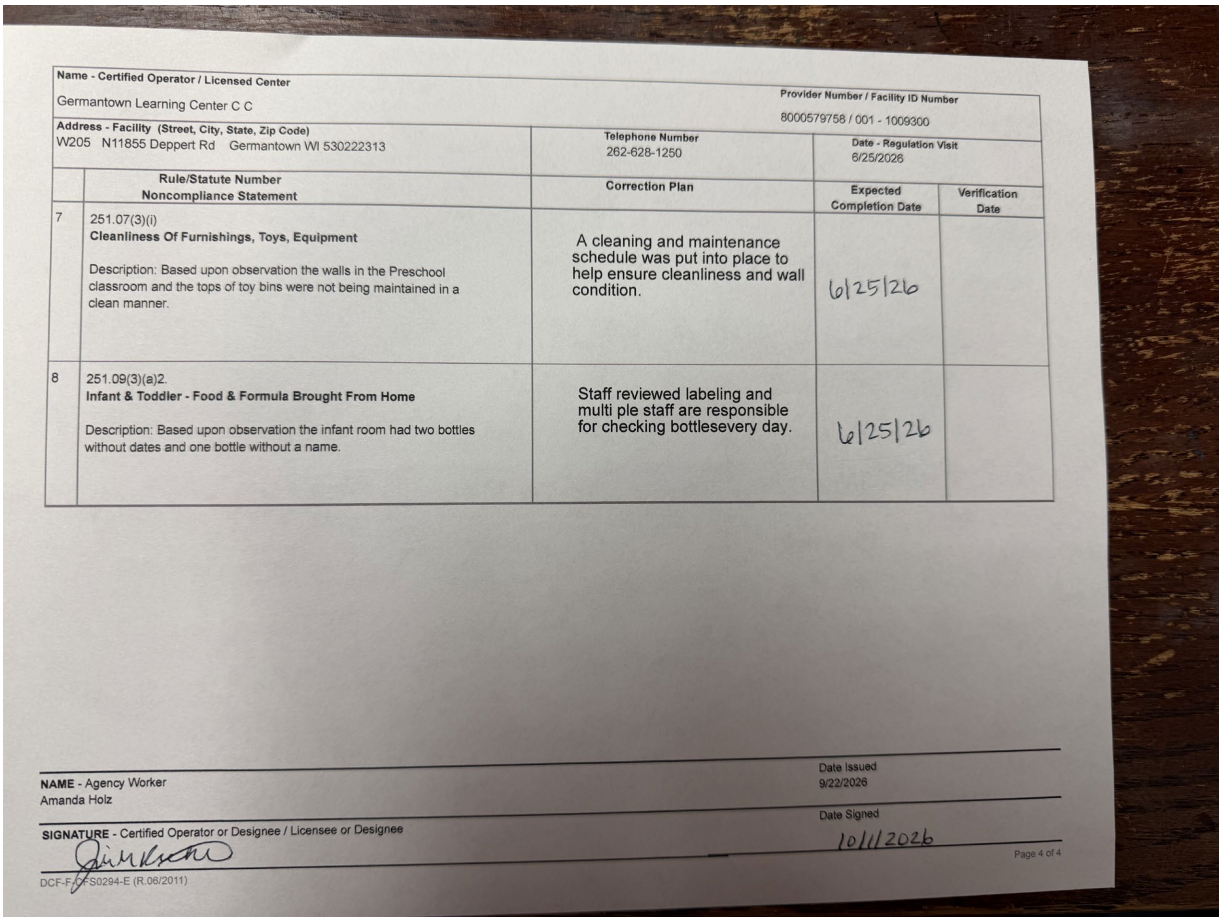
Instructions: The Noncompliance Statement below identifies the violation(s) of child care statute and / or administrative rule identified by the certification / licensing specialist. Complete the section labeled "Correction Plan" by indicating the steps that will be taken to address and correct each 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
Germantown Learning Center C C		8000579758 / 001 - 1009300
Address - Facility (Street, City, State, Zip Code)	**Telephone Number**	**Date - Regulation Visit**
W205 N11855 Deppert Rd Germantown WI 530222313	262-628-1250	6/25/2026

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.05(2)(a)3.a. **Staff Record - Physical Examination** Description: Based upon record review, Staff B did not have documentation of a physical examination within 30 days after being hired within the staff file. Repeat violation: Previously cited on 2/2/2026, 6/17/2025	Staff's physical sheet was not in file but was completed 9/17/2025 Copy was obtained and placed in file.	8/4/2026	
2	251.05(2)(a)5. **Staff Record - High School Diploma** Description: Based upon record review, Staff B did not have documentation of a high school within their staff file.	Official transcripts obtained and placed in file	8/4/2026	

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Germantown Learning Center C C		8000579758 / 001 - 1009300	
Address - Facility (Street, City, State, Zip Code) W205 N11855 Deppert Rd Germantown WI 530222313	**Telephone Number** 262-628-1250	**Date - Regulation Visit** 8/25/2026	

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
3	251.05(3)(c) **Cardiopulmonary Resuscitation Training** Description: Based upon record review, Staff C did not have documentation of completion of Cardiopulmonary Resuscitation Training on file. Repeat violation: Previously cited on 6/17/2025	Staff member will renew CPR	10/5/2026	
4	251.05(4)(c)2m. **Continuing Education Requirement - Less Than 8 Months** Description: Based upon record review staff B did not have documentation of completion of continuing education hours.	Staff is currently enrolled at Moraine Park Tech.	requested transcripts 10/1/2026 10/16/2026	
5	251.05(4)(c)9. **Continuing Education - Documentation Of 12 Month Period** Description: Based upon record review, Staff A did not have documentation of continuing education for the year 2025.	Staff member is currently enrolled in CDA Infant /Toddler class (120 hrs)	11/13/26	
6	251.07(2)(b) **Policy - Child Guidance** Description: Based upon observation the center policy for child guidance was not implemented by a staff member in the two year old classroom who was heard yelling at child for biting and hitting a peer from down the hallway.	Individual and group meetings were held with staff to review policies and brainstorm ideas for challenging behaviors. Youngstar consultant was also used as a resource.	6/25/26 Youngstar Consult 7/2/26	



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W205 N11855 Deppert Rd Germantown WI 530222313	262-628-1250	6/25/2026	
Rule/Statute Number / Noncompliance Statement	**Correction Plan**	**Expected Completion Date**	**Verification Date**
7 251.07(3)(i) **Cleanliness Of Furnishings, Toys, Equipment** Description: Based upon observation the walls in the Preschool classroom and the tops of toy bins were not being maintained in a clean manner.	A cleaning and maintenance schedule was put into place to help ensure cleanliness and wall condition.	6/25/26	
8 251.09(3)(a)2. **Infant & Toddler - Food & Formula Brought From Home** Description: Based upon observation the infant room had two bottles without dates and one bottle without a name.	Staff reviewed labeling and multi ple staff are responsible for checking bottlesevery day.	6/25/26	

NAME - Agency Worker
Amanda Holz

Date Issued
9/22/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed
10/1/2026

DCF-F-CFS0294-E (R.06/2011)

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