



**SENT VIA CERTIFIED MAIL AND REGULAR U.S. MAIL**

Article No. 9589 0710 5270 0693 7938 66

December 6, 2024

Shanae Foxx  
Kids Mean Everything  
4420 N 25th Street  
Milwaukee, WI 53209-6102

**RE: WARNING LETTER OF NONCOMPLIANCE**

**Kids Mean Everything  
Facility ID Number: 2006821**

Dear Ms. Shanae Foxx:

This letter constitutes a warning to you, Shanae Foxx, regarding substantial non-compliances with Chapter 48, Wis. Stats., and/or DCF 250, Wis. Administrative Code in the operation Kids Mean Everything, a licensed family child care. Failure to correct these non-compliances may result in further Department action.

This warning is based on the Department's findings by Initial Licensing Associate, Tiarra Trammell during a monitoring visit to the center on 11/19/2024. The Department finds that you have failed to meet requirements for a family child care license in the following respect(s):

1. **DCF 250.05(2)(b)** states the licensee shall maintain a file for each provider, employee, volunteer or substitute and shall make the file immediately available for review by a licensing representative at the center. The file shall contain documentation from the department, either paper or electronic, that indicates that a child care background check was completed in compliance with the timelines and requirements specified in s. 48.686, Stats., and ch. DCF 13, and the person is eligible to work in a child care program. Contrary to DCF 250.05(2)(b), a volunteer present during the visit who had unrestricted access to children did not have the required caregiver background check. (Note: this was verified as corrected on 11/26/2024.)
2. **DCF 250.04(6)(a)1m.** states, in pertinent part, the licensee shall maintain a current written record at the center on each child enrolled, including the provider's own children under age 7, and shall make the record available to the licensing representative on request. Each record shall include health history

information. Contrary to DCF 250.04(6)(a)1m., three children's file (Child 1, 2 and 3) did not contain health history information.

3. **DCF 250.04(6)(b)** states, the licensee shall maintain a current, accurate written record of the daily attendance that includes the actual time of arrival and departure for each child and the child's birthdate. The record shall be kept for the length of time the child is enrolled in the program. Contrary to DCF 250.04(6)(b), the attendance record was not documented for the current week for children in care or for staff.
4. **250.06(2)(c)** states, potentially dangerous items and materials harmful to children, including power tools, flammable or combustible materials, insecticides, matches, drugs, and any articles labeled hazardous to children, shall be in properly marked containers and stored in areas inaccessible to children. Contrary to DCF 250.06(2)(c), an insect trap filled with insects was accessible to children in kitchen. **Previously cited on 5/3/2024**
5. **DCF 250.06(9)(j)** states, accurate records of meals and snacks served to children shall be available for review by parents and the licensing representative. Written records of meals and snacks served to children shall be retained for 3 months. Contrary to DCF 250.06(9)(j), menus for August 2024 - the current month were not available for review during monitoring visit. **Previously cited on 5/3/2024.**

The Department will continue to closely monitor Kids Mean Everything to ensure that you come into compliance with the Wisconsin Statute and Administrative Code. Continued violation may result in licensing sanctions and penalties, pursuant to Wis. Stat. § 48.715, including, but not limited to, issuance of an order, assessment of forfeitures ranging from \$10 to \$1,000 per day, per violation, or actions to revoke your family child care license.

Please note that in accordance with Wis. Stat. § 48.657(2g), and Wis. Admin. Code § DCF 250.04(2)(i), the child care center shall post with the license any notice received from the Department relating to rule violations, including this warning letter. This notice must be posted in an area of the center that is visible to parents and must remain posted until the licensing specialist has verified the violations as corrected and in compliance at or before the next licensing site visit.

A Noncompliance Statement and Correction Plan (DCF-F-CFS294) listing the code violations documented at this visit is attached and incorporated herein by reference.

Please contact Initial Licensing Associate, Tierra Trammell at 262-446-7803 if you have questions regarding this notice.

Shanae Foxx  
December 6, 2024  
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Sincerely,

*Dominica Shaw-Gage*

Dominica Shaw-Gage, Initial Licensing Project Lead  
Bureau of Early Care Regulation  
DIVISION OF EARLY CARE AND EDUCATION

Attachment – CFS 294

cc: Randall Gasser, Regional Licensing Manager  
Tierra Trammell, Initial Licensing Associate  
Bureau of Child Care Subsidy Administration  
Milwaukee Early Care Administration  
4C for Children  
Department of Public Instruction  
Wisconsin Early Care Association  
Southeastern Regional Office Staff

<b>Date Correction Plan Due</b> 12/20/2024	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b> 262-446-7800
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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.

<b>Name - Certified Operator / Licensed Center</b> Kids Mean Everything		<b>Provider Number / Facility ID Number</b> 8000591618 / 001 - 2006821		
<b>Address - Facility (Street, City, State, Zip Code)</b> 4420 N 25Th St Milwaukee WI 532096102		<b>Telephone Number</b> 262-307-3526	<b>Date - Regulation Visit</b> 11/19/2024	
	<b>Rule/Statute Number Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
1	250.04(6)(a)1m. <b>Child Record - Health History</b>  Description: Child 1,2 & 3 did not have health history forms completed to review in file	Parents were given the forms to complete. Will put in the child's folder when returned.	Forms Given- 11/22/2024 Advised need back asap.	
2	250.04(6)(a)4m. <b>Child Record - Immunization History Compliance</b>  Description: Child 2 did not have an immunization form completed in file for review  Repeat violation: Previously cited on 5/3/2024	Advised parents to please turn in child immunization records asap.	Advised parent on 11/19/2024 immunization records are needed ASAP . Hoping to have this month. 11/2024	

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3	250.04(6)(b) <b>Current, Accurate Daily Attendance Record</b>  Description: Attendance record was not documented for the current week for children in care or for staff.	Attendance was documented and is up to date.	11/20/2024	
4	250.05(2)(b) <b>Staff File - Background Check Results</b>  Description: a volunteer present during the visit who had unrestricted access to children did not have the required caregiver background check. (Note: this was verified as corrected on 11/26/2024.)	Background check approved and added to volunteer file.	11/25/2024	
5	250.06(2)(c) <b>Access To Materials Potentially Harmful To Children</b>  Description: An insect trap filled with insects was accessible to children in kitchen  Repeat violation: Previously cited on 5/3/2024	Trap has been removed completely no longer need.	11/19/2024	
6	250.06(9)(e) <b>Leftover Food</b>  Description: Prepared food inside refrigerator was not dated.	Leftover food stored in the refrigerator will be dated moving forward.	11/20/2024	

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7	250.06(9)(j) <b>Meals &amp; Snacks - Records</b>  Description: Menus for August 2024 - the current month were not available for review during monitoring visit.  Repeat violation: Previously cited on 5/3/2024	The current months menu is posted on the parent board. Also previous menus are filed and available for review.	11/20/2024
8	250.07(7)(c) <b>Pets &amp; Animals - Notification</b>  Description: Dog was present during hours of operation with no documentation on file including notification to parents	Pet was removed completely.	11/19/2024

**NAME - Agency Worker**  
Tiarra Trammell

**Date Issued**  
12/6/2024

**SIGNATURE - Certified Operator or Designee / Licensee or Designee**

**Date Signed**  
01/6/2025