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
7/14/2026		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
Crivitz Youth Child Develop Ctr	3000559263 / 001 - 420307

Address - Facility (Street, City, State, Zip Code)	Telephone Number	Date - Regulation Visit
713 George St Crivitz WI 54114	715-854-3855	6/2/2026

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.055(1)(a) **Supervision Of Children** Description: The center self-reported that on May 29, 2026, a child care worker failed to supervise a three-year-old child when the child was left outside while the rest of the group went inside. The child was out of sight and sound supervision for approximately 1 minute. Repeat violation: Previously cited on 7/21/2025	We reviewed the Licensing Rules regarding Supervision. Going forward, CYI will comply with Supervision Regulations. When there is only one Teacher in a classroom, they will follow their class (back of the line) when transitioning to other rooms or inside or outside. Keeping their eyes on all the assigned children in their care, while continually counting.	Effective Immediately	

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	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
2	251.055(1)(f) **Child Tracking Procedure** Description: The center self-reported that on May 29, 2026, a child care worker failed to adhere to the center's tracking procedure of a name-to-face count when coming into the classroom, resulting in a three-year-old child's whereabouts being unknown to the assigned worker. The worker was not aware that the child was left alone outside until approximately five minutes after they were in the classroom. Repeat violation: Previously cited on 7/21/2025	We reviewed the Licensing Rules regarding Child Tracking Procedures. Going forward, CYI will comply with Child Tracking Procedure Regulations. Staff have been advised that the procedure when one Teacher is in a classroom, and when transitioning to other rooms, going inside or outside, they will follow their class from the back of the line so they can keep their eyes on all the children assigned to their care. They can also be continually counting the children from the back of the line as well.	Effective Immediately	

NAME - Agency Worker
Gina Linssen

Date Issued
6/30/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee
Gina K. Zahn

Date Signed
7.06.2026