

Date Correction Plan Due 10/11/2024	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 715-930-1148
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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)(l) 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 Faith Lutheran Preschool		Received State of Wisconsin	Provider Number / Facility ID Number 6000564736 / 001 - 520503		
Address - Facility (Street, City, State, Zip Code) W7148 Luther Rd Spooner WI 54801		OCT 07 2024 DCF DECE BECR WRO	Telephone Number 715-635-2261	Date - Regulation Visit 9/25/2024	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date	
1	251.04(1)(c) Hours, Days, Months Of Operation Description: The hours, days and months of a center's operation may not exceed those specified on the license. Contrary to rule, the center was operating outside of the days and hours listed on their license.	Emailed to Jennifer Stubbe the corrected hours and days of operation. (Sept 1 - June 1 or May 31) (9/25)	9/28/24		
2	251.05(2)(a)4.a. Staff Record - Registry Certificate Description: Staff A is missing a certificate from The Registry documenting that the person has met the educational qualifications for a teacher and has worked as a teacher for at least 6 months.	Completed Registry on 8/23. Have copy from Registry of submission. Waiting for processing to be completed by registry.	1 - 3 month after submission.		

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W7148 Luther Rd Spooner WI 54801		715-635-2261	9/25/2024	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
3	251.05(2)(a)5. Staff Record - High School Diploma Description: Staff A, a teacher, did not have documentation of a high school diploma or its equivalent in her staff record file.	Obtained copy & put in file	10/2/2024	
4	251.05(3)(b) Abusive Head Trauma Prevention Training Description: Documentation of completion of Abusive Head Trauma (AHT) training was not observed in the file for staff B. AHT training is required to be completed before a child care worker begins to work with children under age 5.	Go on-line and complete training	10/2/24	
5	251.06(3)(b)1. Emergencies - Routes And Shelter Areas Posted Description: The fire evacuation route and tornado shelter areas were not posted as is required by rule.	Completed a diagram to go with written directions. Posted by classroom entry door	10/2/2024	
6	251.06(3)(b)4. Emergencies - Record Of Fire / Tornado Drills Description: Documentation of a tornado drill for October 2023 was not observed. The center is required to keep written records of dates and times of all the monthly tornado drills practiced during the months of April through October.	Tornado drills will be completed in a timely matter going forward. Months not needed are X'ed out.	10/1/2024	

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7	251.07(5)(b)5. Eating Surfaces - Cleaned, Sanitized Description: The table was not washed and sanitized before children sat down to eat snack on it as observed during the monitoring visit.	Stopped using water + bleach solution. Purchased Sani-Tyze (food contact sanitizer) spray	9/30/24	
8	251.07(6)(dm)1. Medical Log Book Description: The medical log book did not have all of the pages numbered to the end of the book. Per rule, the center shall maintain a medical log book with pages that are lined and numbered and a stitched binding. Pages may not be removed or lines skipped.	Numbered pages of medical log book 1-200	10/2/2024	

NAME - Agency Worker
Jennifer Stubbe, Wendy Badzinski

Date Issued
9/27/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Christene Jankovich

Date Signed

10/4/2024

2024/2025 School Year Calendar

Faith Lutheran Preschool will generally conform to the Spooner and Shell Lake Public School Systems calendars. The following is a list of the days when the school will not be in session due to holidays, vacations, teacher in-services, etc. Parents will be advised of changes.

September 2nd	Labor Day
September 4th	1st Day of Preschool 4K
September 5th	1st Day of Preschool 3K
October 3rd/.4th	Grandparent's/Special Person's Day
October 7th (Spooner)	NO SCHOOL - Teacher Inservice
November 1st (Spooner)	NO SCHOOL - Teacher Inservice
November TBD	Conference dates (school will be in session)
November 25th-29th	NO SCHOOL - Thanksgiving Break
December 19th 8:45	Christmas Program 3K -Party following
December 20th 8:45	Christmas Program 4K -Party following
December 23rd- January 1st	NO SCHOOL - Christmas Break
January 20th (Spooner)	NO SCHOOL - Teacher Inservice
February 17th	NO SCHOOL - Presidents Day
March 10th-14th (Spooner/Shell Lake)	NO SCHOOL - Spring Break
March 31st (Spooner)	NO SCHOOL -inservice
April TBD	Conference dates (school will be in session)
April 3rd/4th	Date with Dad
April 18th	NO SCHOOL- Easter Break
May 8th/9th	Date with Mom
May 21st 6:30	4K Graduation
May 22nd	3K Closing Program/Last Day
May 23rd	4K Last Day