

<b>Date Correction Plan Due</b> 10/7/2025	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b> 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)(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> Faith Lutheran Preschool		<b>Provider Number / Facility ID Number</b> 6000564736 / 001 - 520503		
<b>Address - Facility (Street, City, State, Zip Code)</b> W7148 Luther Rd Spooner WI 54801		<b>Telephone Number</b> 715-635-2261	<b>Date - Regulation Visit</b> 9/18/2025	
	<b>Rule/Statute Number</b> <b>Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
1	251.04(4)(f) <b>Copy Of Rules Available</b>  Description: Contrary to rule, a copy of Chapter DCF 251 Administrative Code was not posted nor made available to parents in an area of the center where they are likely to see it.	Copy was made on 9/18/25 it is displayed outside the classroom	9/18/25	Received State of Wisconsin OCT 03 2025 DCF DECE BECR WRO
2	251.04(4)(g) <b>Copy Of Policies Available</b>  Description: Contrary to rule, a copy of the child care policies of the center was not made available to parents in an area of the center accessible to parents.	Copy was made on 9/18/25 it is <del>is</del> displayed outside the classroom	9/18/25	

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<p>3 251.04(6)(b) <b>Current, Accurate Daily Attendance Record</b></p> <p>Description: The licensee did not maintain a current, accurate written record of the daily attendance on the day of the licensing visit when one child was not signed in on the attendance form yet was present and in care that day.</p> <p>Another child was signed in at 7:25am and the program does not open until 8:30am, resulting in the actual arrival time of the child not being accurately recorded.</p>	<p>We are monitoring the daily attendance log</p> <p>Parent notification went out on our communication parent app reminding parents at check in / check out</p>	<p>9/18/25 DL</p> <p>9/19 - 9/26</p>	
<p>4 251.05(2)(a)4.a. <b>Staff Record - Registry Certificate</b></p> <p>Description: Staff A is missing a certificate from The Registry documenting that they have met the educational qualifications for a teacher and has worked as a teacher for at least 6 months.</p> <p>Repeat violation: Previously cited on 9/25/2024</p>	<p>9/18 - emailed Registry pending @ Registry membership renewal is pending since 8/1 with subsequent communication regarding documentation</p>	<p>10/15/25</p>	
<p>5 251.05(3)(b) <b>Abusive Head Trauma Prevention Training</b></p> <p>Description: Documentation of completion of Abusive Head Trauma (AHT) training was not observed in the file for staff C. AHT training is required to be completed before a child care worker begins to work with children under age 5.</p> <p>Repeat violation: Previously cited on 9/25/2024</p>	<p>Staff C completed AHT on 9/18/25 certificate is in staff folder</p>	<p>9/18/25</p>	

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<b>Noncompliance Statement</b>			

**NAME - Agency Worker**  
Amelia Gruber, April Callihan

**Date Issued**  
9/23/2025

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

*Debbie Ann Leckel / Director / admin*

**Date Signed**

*9/24/2025*