DEPARTMENT OF CHILDREN AND FAMILIES
Division of Early Care and Education

STATE OF WISCONSIN

Date Correction Plan Due 7/1/2026	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 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)(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	Provider Number / Facility ID Number
Beautiful Minds Family Day Care	9000573799 / 003 - 1012311

Address - Facility (Street, City, State, Zip Code)	Telephone Number	Date - Regulation Visit
463 Spring Road Dr Neenah WI 54956	920-475-2875	6/12/2026

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	250.04(2)(m) **Background Check Request Form - Current Resident Turns 10** Description: Based on observation and communication with the provider on 6/12/26, two household members do not have completed background checks.	I filled out Background Check's for my subsidized Guardianship (foster children) 13 & almost 12 years old. These children have lived with me for 7 years. Sent out	Sent out 6/30/26	0
2	250.04(6)(a)4.b. **Child Record - Physical Exam - Over 2, Under 5** Description: Based on record review on 6/12/26, child 4 did not have an updated child health report (update every 2 years). Repeat violation: Previously cited on 2/20/2025, 9/24/2024	I personally sent child Health report to the Childs Pediatrician, awaiting the return of the form as requested by the pediatrician.	7/15/26	

Beautiful Minds Family Day Care

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463 Spring Road Dr Neenah WI 54956	920-475-2875	8/12/2026

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
3	250.04(5)(b) **Current, Accurate Daily Attendance Record** Description: Based on record review on 8/12/26, children were not signed in that were present. The provider corrected the attendance roster during the visit.	Completed the attendance record daily since 6/12/26 I can not control the parents forgetting to sign daily. I can remind each parent each day	6/14/26 Completed	
4	250.05(3)(e)2 **Provider Training - Current Cpr Certificate** Description: Based on record review on 8/12/26, staff A did not have a current cardiopulmonary Resuscitation certificate.	Will complete CPR certificate with the next training in July my CPR infants-toddlers expired 6/9/26	7/24/26	
5	250.06(3)(b) **Emergency Plans - Practice** Description: Based on record review on 8/12/26, a fire drill and tornado drill was not practiced in May 2026. Repeat violation: Previously cited on 8/1/2025	I completed all my drills after noticing mine was not documented. Sure was been completed as well	6/30/26	
6	250.06(9)(j) **Meals & Snacks - Records** Description: Based on record review 8/12/26, the provider could not locate their last three months of menus. Repeat violation: Previously cited on 8/1/2025, 2/20/2025	Nap time was happening during this licensing visit. I would have had to interrupt the sleeping children. I have and will keep monthly/Daily meal records!	8/1/2026	

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	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date

Date Issued
5/17/2026

NAME - Agency Worker
Dao Xiong

SIGNATURE - Certified Operator or Designee / Licensee or Designee
Shelle D Draps

Date Signed
6/24/2026