

<b>Date Correction Plan Due</b> 12/30/2024	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b> 608-422-6765
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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.

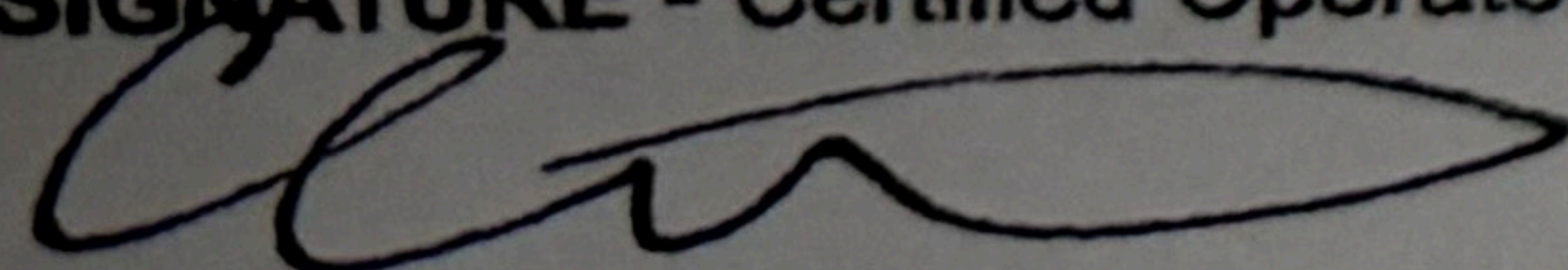
<b>Name - Certified Operator / Licensed Center</b> Lebanon Lutheran School Ecc		<b>Provider Number / Facility ID Number</b> 3000579793 / 001 - 1009329		
<b>Address - Facility (Street, City, State, Zip Code)</b> W4661 Highway Mm Lebanon WI 53047		<b>Telephone Number</b> 920-925-3040	<b>Date - Regulation Visit</b> 11/25/2024	
	<b>Rule/Statute Number Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
1	<p>251.04(2)(c) <b>Current, Accurate Information</b></p> <p>Description: The center did not provide current and accurate information to the department when the classroom sign in/out record indicated that Staff E was recorded as working in the toddler classroom from 7:30am-5:30pm on November 25, 2024. This record was not accurate as the licensing specialist observed Staff E out of the toddler classroom, performing director duties at 1:00pm-1:25pm.</p>	<p>Staff E Corrected and provided the correct working time tracking sheet to department on 12-16-24.</p>	12-16-24	
2	<p>251.05(3)(f)3. <b>Child Care Teacher - Entry-Level Training</b></p> <p>Description: Prior to assuming the position, Staff C was working as a child care teacher before completing the entry level training requirements.</p>	<p>Director contacted Registry and updated child care staff C's requirements and trainings as of 11-21-24.</p>	12-16-24	

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3	251.09(2)(bm) <b>Infant &amp; Toddler - Sleep Position</b>  Description: Each child under the age of one was not placed on their back in a crib to sleep when an infant was sleeping in a swing.	Staff reminded staff that infants who are sleeping need to be in a crib flat on their back.	12-16-24

**NAME - Agency Worker**  
Kimberly Liebhart

**Date Issued**  
12/16/2024

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



**Date Signed**

12/16/2024

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4.

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Child  
dates

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