

May, 18, 2022

Good Morning,

Attached to this email is the Noncompliance Statement and Correction Plan as well as The List of The Board Members and Roles.

Please let me know if there is anything else needed for me to send you.

Thank you,

Joely Douyette

Director

Covenant Early Childhood Center

Date Correction Plan Due 5/18/2022	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN		TO FILE A COMPLAINT CALL 262-446-7800
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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.

Name - Certified Operator / Licensed Center Covenant Early Childhood Center		Provider Number / Facility ID Number 1000582091 / 001 - 1011524	
Address - Facility (Street, City, State, Zip Code) 8121 W Hope Ave Milwaukee WI 53222		Telephone Number 414-438-9712	Date - Regulation Visit 4/27/2022
Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1 251.04(2)(n)1. Background Check Request Form - Change In Board Description: A completed background check request was not submitted to the department by the department's next business day when Staff F became the licensee on 1/1/22 and a background check request has never been submitted to the department. The department learned of this change in the board during the 4/27/22 monitoring visit.	Contacting background check office to fix and rectify the correct background check	05-17-22	

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2 251.04(3)(n) Report - Change In Room Usage Description: School-age children are no longer cared for in the room on the second level of the facility. This room is no longer set up as a child care space and is no longer utilized by the facility for child care. The school-age children are now cared for in a different classroom on the lower level of the center. This change in room usage was not reported to or approved by the department prior to the facility implementing the change.	School age second level room currently being re-set up for use. Will contact dept when complete for inspection.	4/27/22	
3 251.04(6)(a)8.a. Child Record - Physical Exam - Under 2 Description: Child #1, a child under the age of 2, does not have a follow-up health examination report on file at least once every 6 months after the initial. The most recent health report on file for Child #1 is dated 6/1/21.	Paperwork for updated health exam given to parents with specific due date to be returned.	04-27-22	
4 251.05(3)(c) Cardiopulmonary Resuscitation Training Description: Staff A, Staff C, and Staff D have not maintained a current certification for completion for CPR with AED. The CPR certificates on file for Staff A, Staff C, and Staff D are from The National CPR Foundation. The National CPR Foundation is not a department-approved CPR provider.	Calling the Education Station to set up date-time for recertification for staff A, staff C and staff D - or another dept. approved provider	4-27-22	

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Telephone Number
414-438-9712

Date - Regulation Visit
4/27/2022

Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
5 251.05(3)(d)1. Administrator - Designation, Responsibilities Description: The licensee has not designated a person or persons to be the center administrator.	Current list of board members attached	04-27-22	
6 251.05(3)(f)2.b. Child Care Teacher - High School Or Equivalent Description: Staff A was hired as and has been employed as a child care teacher in the toddler room since 9/20/21. Staff A has not completed high school or its equivalent as determined by the Wisconsin department of public instruction.	Staff A is now an assistant teacher until completed diploma or GED is verified	04-27-22	
7 251.055(1)(a) Supervision Of Children Description: Children are observed not being supervised by a child care worker who is within the sight and sound of the children to guide the children's behavior and activities, prevent harm and ensure safety. Staff A leaves 4 toddlers seated in bucket seats (not strapped in) alone when she leaves the classroom; a group of preschool are left alone in a classroom while Staff B and C are in the bathroom with other preschool children. The bathroom is not in the classroom and the staff cannot see the children in the classroom while they are in the bathroom. Repeat violation: Previously cited on 9/16/2020	Reminded all staff that children are never to be out of sight or hearing.	04-27-22	

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8 251.055(1)(b) Supervision - Teacher Per Group Of Children Description: The toddler classroom is not supervised by a child care teacher. Staff A has been employed as the child care teacher for this classroom since 9/20/21 and is observed caring for a group of children in the toddler classroom despite Staff A not meeting the entry-level qualifications for a child care teacher.	Staff A is now just an assistant teacher - Added a qualified staff member to the toddler room as lead teacher	04-27-22	
9 251.07(1)(c) Television As Part Of Program Description: A movie is turned on for preschool children to watch while staff prepare lunch. A video on an iPad is played for 4 toddlers seated in a bucket seat table while lunch is prepared. No other activities are available for the toddlers during this time. Television may only be used to supplement the daily plan for children.	Reminded all staff that television, videos, etc. are only to be used if specifically goes with what is being taught in classroom	04-27-22	
10 251.07(3)(a)1. Indoor Equipment - Developmental Level, Size Description: School-age children are cared for in a lower level classroom that does not contain developmentally appropriate indoor equipment for this age group.	See #2 - School age second level room currently being re-set up for use. Proper equipment being ordered	04-27-22	

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11	251.07(3)(e) Shelves Description: Shelves are not provided for equipment and supplies in rooms used by children in the downstairs room used by children. Some equipment is kept in large drawer units which the children are unable to access because the drawers are not able to be pulled open by children or adults. Equipment shall be arranged in an orderly fashion so that children may select, use and replace items.	New shelves and cabinets are on order to replace drawers. Cabinets will be child accessible	4-27-22	
12	251.07(6)(dm)4. Medical Log - Reviewing Injury Records Description: The required 6 month review has not been completed for any of the center medical log books per the report of Staff D. The most recent reviews were documented as having been completed on 8/27/21.	Medical logs for each classroom were immediately reviewed after error was brought to my attention	04-27-22	
13	251.09(1)(c) Infant & Toddler - Documenting Changes In Development Description: The infant/toddler intake on file for Child #1 has not been updated every 3 months as required.	Reminded staff infant toddler intakes need to be updated by parents every 3 months as well as signed by parent	04-27-22	

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14 251.09(3)(e)11. Infant & Toddler - Care During Feeding Description: The bucket seats in the feeding table in the toddler classroom are missing the safety straps. 4 toddlers are eating lunch in the bucket seats during the monitoring visit.	a new set of replacement straps were ordered and put on bucket seats	04-27-22	

NAME - Certification Worker / Licensing Specialist
Maureen Slatten

Date Issued
5/9/2022

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

Maureen Slatten

5-17-22

Covenant Lutheran Church Mission and Ministry Council

Updated 2/24/22

<i>Lay Person</i>	<i>Term Expires</i>	<i>E-mail Address</i>	<i>Mailing Address</i>	<i>City</i>	<i>Zip</i>	<i>Home Phone</i>	<i>Cell Phone</i>	<i>Work Phone</i>	<i>Position</i>
Jess Hardel	2YR / 12-'23	jhardel@gmail.com	W221 S3294 Racine Ave.	Waukesha	53189		262-389-2294		President
Phil Murphy	2YR/12-'22	pmurphy@myrepaircoans.com	13450 Richard Rd.	Brookfield	53005	262-827-8542		262-720-0057	Vice-President
Leann Meyer	2 YR / 12-'23	lgm2950@aol.com	3545 Shadybrook Court	Brookfield	53005	262-649-3467	262-613-2785		Secretary
Jodi Winn	2YR/12-'22	jodi.winn19@gmail.com	9529 W. Febrantz	Wauwatosa	53222	414-616-0323	414-418-5562		Treasurer
Carrie Fuchsberger	3 YR/ 12-'24	dackeldimdl@yahoo.com	W129 N6889 Northfield Dr. #338A	Menomonee Falls	53051	262-415-5100	414-690-8708		
Diana Lafford	3 YR / 12-'22	tamad4ever@gmail.com	4709 N 79th St.	Milwaukee	53218	414-688-4013			
Jim Richter	3 YR / 12-'24	jrtch@milwpc.com	8071 W Potomac	Milwaukee	53218	414-466-0671	414-915-3799		
Bob Patten	3YR/12-'23	rpatten@att.net	7819 W Hope Ave.	Milwaukee	53222	414-535-1045	414-418-6414		
Peter Buck	3YR/12-'23	peterb18@gmail.com	8125 S 42nd St.	Franklin	53132		910-650-9005		

Pastor

Rev. Steve Voigt	pastorvoigt@sbcglobal.net	2970 S 128th Street	New Berlin	53151	262-781-4227	414-520-0141	414-464-2410
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Covenant Early Childhood Center

Joely Douyette (Director)	covenantkids1@sbcglobal.net	5349 N 50th Street	Milwaukee	53218		414-731-1742	414-438-9712
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Administrative Assistant

Alyssa Gottsacker	covenantlutheran@sbcglobal.net	8922 W Metcalf Place	Milwaukee	53222		414-430-4515	414-464-2410
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Covenant Lutheran Church, 8121 West Hope Avenue, Milwaukee, WI 53222, ~Office 414-464-2410 Web Site: www.covenantlutheranmke.com

File located in Mission & Ministry / M&M Council - Roster 2022