

Date Correction Plan Due 12/25/2025	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)(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 You Are My Sunshine Llc		Provider Number / Facility ID Number 1000588541 / 001 - 2002318		
Address - Facility (Street, City, State, Zip Code) 1324 S Webster Ave Green Bay WI 543012567		Telephone Number 920-857-3140	Date - Regulation Visit 10/14/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.05(3)(gr)3.a. Meal Prep Personnel - Training Description: On 10/14/25, staff were preparing lunch in the kitchenettes in the rooms and stated that they do 3-4 days a week. Upon review of files there was not completed food safety courses for meal prep training.	STAFF WILL COMPLETE MEAL PREP TRAINING TOGETHER - SPRING 2026 INSERVICE	Spring 2026	
2	251.06(9)(g)1.b. Meal Preparation Staff - Clothing, Hair Restraints Description: On 10/14/25, staff were preparing lunch in the kitchenettes in the rooms and not wearing hair nets.	CAPS/NETS ORDERED FOR ALL STAFF AND WILL BE DISCUSSED @ FEBRUARY STAFF meeting.	March 2026	

Name - Certified Operator / Licensed Center You Are My Sunshine Llc		Provider Number / Facility ID Number 1000588541 / 001 - 2002318	
Address - Facility (Street, City, State, Zip Code) 1324 S Webster Ave Green Bay WI 543012567		Telephone Number 920-857-3140	Date - Regulation Visit 10/14/2025
Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
3 251.07(2)(e) Child Guidance - Prohibited Actions Description: On 9/29/25, a child care worker picked up a 2.5 year old child who was refusing to use the bathroom and then carried them over to the bathroom and placed them on the floor. The child was described by the teacher to be screaming, crying and kicking while being carried.	STAFF COMPLETED TRAINING ON UNDERSTANDING ESCALATING BEHAVIORS + ANXIETY ANXIETY IN CHILDREN TO BETTER HANDLE THESE TYPES OF SITUATIONS SO THIS DOES NOT HAPPEN. STAFF WERE RETRAINED ON THE REQUIREMENTS FOR THIS AND HAS BEEN CORRECTED.	FEBRUARY 2026	
4 251.09(1)(L) Infant & Toddler - Soft Materials In Cribs Description: On 10/14/25, there was an infant asleep in the crib and a bib was around their neck. This was corrected at the visit.	STAFF WERE RETRAINED ON THE REQUIREMENTS FOR THIS AND HAS BEEN CORRECTED.	FEBRUARY 2026	

NAME - Agency Worker
Jessica Farah

Date Issued
12/11/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee



Date Signed

Updated 2/20/2026