Date Correction Plan Due	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL
9/2/2026		262-446-7800

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	Provider Number / Facility ID Number
Momentum Early Learning	0000590740 / 001 - 2005885

Address - Facility (Street, City, State, Zip Code)	Telephone Number	Date - Regulation Visit
W238n1664 Busse Rd Waukesha WI 531881107	262-523-6800	8/10/2026

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.05(2)(a)6. **Staff Record - Days & Hours Worked** Description: The center failed to document days and hours worked and in which classroom, and when the person was included in the staff-to-child ratio when 2 staff were signed into the Creative Explorers 2 classroom, but 1 staff was present and working in ratio. Repeat violation: Previously cited on 1/6/2026, 6/2/2025	Staff were re-trained on procedure to sign in and out of each classroom	8/11/26	
2	251.06(10)(dm)1. **Washrooms - Sanitary Conditions** Description: The bathroom in the Little Scholars classroom was not maintained in a sanitary manner when there was unflushed urine in the toilet.	Teachers will monitor bathroom to ensure that toilets are flushed after use.	8/11/26	

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

NAME - Agency Worker
Tiisha Harrell

Date Issued
8/19/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee
Jenna Hall

Date Signed
9/1/26