

<b>Date Correction Plan Due</b> 7/14/2026	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b> 920-785-7811
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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> Stepping Stones Early Childcare		<b>Provider Number / Facility ID Number</b> 1000590881 / 001 - 2006016		
<b>Address - Facility (Street, City, State, Zip Code)</b> 2077 Lawrence Dr B De Pere WI 541159106		<b>Telephone Number</b> 920-351-3059	<b>Date - Regulation Visit</b> 6/3/2026	
	<b>Rule/Statute Number</b> <b>Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
1	251.04(4)(a)2.d. <b>Parent Notification - Child's Whereabouts Unknown</b>  Description: The center did not immediately notify parents when a 1-year-old child's whereabouts were unknown when on May 22, 2026, the child was left outside unsupervised for 5 minutes. Parents were not notified until May 26, 2026.	- employee left. - additional ratio checks are being done in writing - frequent room counts are being done		
2	251.055(1)(a) <b>Supervision Of Children</b>  Description: The center self-reported that on May 22, 2026, childcare workers failed to supervise a 1-year-old child when the child was left outside while the rest of the group came inside to get ready for lunch. The child was out of sight and sound supervision for approximately 5 minutes.	- employee left - additional ratio checks are being done in writing - frequent room counts are being done		

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3	251.055(1)(f) <b>Child Tracking Procedure</b>  Description: On May 22, 2026, childcare workers failed to adhere to the center's tracking procedure of a name-to-face count when lining up to go inside to get ready for lunch resulting in a one-year-old child's whereabouts being unknown to the assigned workers. The workers were not aware that the child was left alone outside while the rest of the class went inside.	- employee left - Additional ratio checks are being done in writing - Frequent room counts are being done		

**NAME - Agency Worker**  
Erin Taylor

**Date Issued**  
6/30/2026

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

**Date Signed**



07/01/2026