DEPARTMENT OF CHILDREN AND FAMILIES
Division of Early Care and Education

STATE OF WISCONSIN

Date Correction Plan Due 9/30/2026	**NONCOMPLIANCE STATEMENT AND CORRECTION PLAN**	**TO FILE A COMPLAINT CALL** 608-422-6765

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**	
Bright Future Bilingual Early Learn		4000591424 / 001 - 2006612	
Address - Facility (Street, City, State, Zip Code) 714 Matts Ferry Rd Baraboo WI 539133152	**Telephone Number** 608-448-2039	**Date - Regulation Visit** 9/4/2026	

	Rule/Statute Number **Noncompliance Statement**	**Correction Plan**	**Expected Completion Date**	**Verification Date**
1	251.05(2)(a)1. **Staff Record - Personal Information** Description: Staff A was missing documentation of personal information, previous work experience and emergency contact information. El empleado A no completo el formulario del personal donde se incluye su información personal, experiencia laboral y contactos de emergencia.	Staffs record was upadated and missing information was added same day.	09/4/26.	

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2	251.05(2)(a)3.a. **Staff Record - Physical Examination** Description: Staff A did not have a physical examination report within the 30 days of being hired that indicated the person was free of illness and able to work with children. El empleado A no presentó, dentro de los 30 días posteriores a su contratación, un informe de examen medico que indicara que estaba libre de enfermedades y apto para trabajar con ninos.	Staff has a physical appointment on October 14th	9/29/26	
3	251.05(3)(f)3. **Child Care Teacher - Entry-Level Training** Description: Staff A did not complete the required entry-level training prior to assuming the position of teacher. El empleado A no completo los cursos básicos requeridos antes de asumir la posición de maestra líder.	Classes were updated and was verified on Registry.	09/23/26.	
4	251.05(4)(a) **Staff Orientation - Develop, Implement, Document** Description: Staff A was missing documentation of having received an orientation within the first week of being hired. Empelado A no tenía documentación de haber recibido la orientación dentro de la primera semana de haber comenzado a trabajar en el centro.	Orientation was filled out	9/4/26	

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5 251.07(6)(dm)4. **Medical Log - Reviewing Injury Records** Description: The medical log book was not reviewed every 6 months to ensure that all possible preventive measures are being taken. El director no reviso el libro de incidentes/accidentes con las maestras del centro cada 6 meses para asegurarse que se han tomado las medidas necesarias para prevenir futuros incidentes/accidentes.	medical logs were reviewed and dated the same day.	09/4/26.	
6 251.09(1)(c) **Infant & Toddler - Documenting Changes In Development** Description: Infanta and toddlers development and routine documentation were not updated every 3 months. El documento de desarrollo y crecimiento de los ninos no fue actualizado cada tres meses. Repeat violation: Previously cited on 9/29/2025	All documents were updated by 09/23/26	09/23/26	

NAME - Agency Worker
Luzdarys Marquez

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Issued
9/15/2026

Date Signed
9.29.2026