DEPARTMENT OF CHILDREN AND FAMILIES
Division of Early Care and Education

STATE OF WISCONSIN

Date Correction Plan Due	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL
6/16/2026		715-930-1148

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
Ymca - Mound View Sacc		5000556395 / 033 - 2008641
Address - Facility (Street, City, State, Zip Code)	**Telephone Number**	**Date - Regulation Visit**
455 University St Elk Mound WI 547399556	715-861-2345	3/12/2026

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.05(2)(a)4.d. **Staff Record - Educational Qualifications** Description: Documentation of Staff A meeting the training/educational requirements as described under DCF 251.094(4)(c) for the position of school-age program leader was not available for review and the staff had been observed working as a school-age program leader. Repeat violation: Previously cited on 12/17/2025	Staff working as a Program Lead will meet required qualifications. Program Lead began 5|26|26 through 6|4|2026.	5|26|26	
2	251.05(3)(c) **Cardiopulmonary Resuscitation Training** Description: Documentation of Staff B having a current certificate of completion for infant and child cardiopulmonary resuscitation could not be located. The certificate available for review had expired on 07/10/2025.	Staff B returns in the fall of 2026 and certificate renewed.	6|15|26	

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	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
3	251.05(4)(a) **Staff Orientation - Develop, Implement, Document** Description: There was not documentation of Staff A having received an orientation within her first week at the center.	Staff A received orientation on site on 3/23/26.	3/23/26	
4	251.095(2m)(c) **School-Age Care - Supervision Of Group Of Children** Description: On 03/02/2026, Staff A was observed providing sole supervision to the group of children and did not meet the requirements of a school-age program leader. Notwithstanding s. DCF 251.055(1)(b), at least one school-age program leader or child care teacher shall supervise each group of school-age children, except as provided in pars. (d) and (e). Repeat violation: Previously cited on 12/17/2025	Staff working as a program lead will meet required qualifications. Program Lead began 5/26/26.	5/26/26	

NAME - Agency Worker
April Callihan

Date Issued
6/2/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed
6/15/2026