STATE OF WISCONSIN

DEPARTMENT OF CHILDREN AND FAMILIES
Division of Early Care and Education

Date Correction Plan Due	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL
8/5/2026		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	
Happy Hearts Day Care Inc		6000557836 / 001 - 520474	
Address - Facility (Street, City, State, Zip Code) 3605 E 2Nd St Superior WI 54880	**Telephone Number** 715-398-6174	**Date - Regulation Visit** 7/13/2026	

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(3)(i) **Report - Unknown Whereabouts Or Left Premise** Description: It was discovered during a complaint investigation that a 4-year-old child's whereabouts were unknown by their assigned child care worker on 2/7/2026 and again on 7/7/2026. These incidents were not reported to the Department within 24 hours as is required by rule.	Enforced parents notifying us that they have dropped off their child so we know they are in the building by posting Reminders at the front	8/5/26	
2	251.04(4)(a)2.d. **Parent Notification - Child's Whereabouts Unknown** Description: It was discovered during a complaint investigation that a 4-year-old child's whereabouts were unknown by their assigned child care worker on 2/7/2026 and again on 7/7/2026. The parents of this child were not immediately notified of these incidents by the licensee as is required by rule.	Will immediately file an incident Report & notify parent	8/5/26	

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DCF-F-CFS0294-E (R 06/2011)

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	Correction Plan	**Expected Completion Date**	**Verification Date**
Rule/Statute Number **Noncompliance Statement**			
3 *251.04(6)(b)* ***Current, Accurate Daily Attendance Record*** *Description: The daily attendance record was not current and accurate on the day of the complaint visit. The attendance record indicated 13 children signed into care at the center, and there were 21 children present.* *Repeat violation: Previously cited on 6/10/2026, 7/24/2025, 7/23/2024*	Will post a reminder to sign in at Front door	8|5|26	
4 *251.05(2)(a)6.* ***Staff Record - Days & Hours Worked*** *Description: Upon review of documentation available at the center, there was no record of days and hours worked and in which classroom when child care workers were included in staff-to-child ratios.* *Repeat violation: Previously cited on 6/10/2026, 3/4/2026*	New forms being used	8|5|26	
5 *251.055(1)(a)* ***Supervision Of Children*** *Description: All children were not within sight and sound supervision to prevent harm and ensure safety on 2/7/2026 and on 7/7/2026 when a 4-year-old child was left alone in the front reception area. The child was alone for over 6 minutes on 7/7/2026 while the rest of the staff and enrolled children were in the eating area.* *Repeat violation: Previously cited on 3/4/2026*	Again, posted reminder for parents to notify us that Child is here Spoke to staff regarding procedures to insure they know all students are in the Class	8|5|26	

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6	251.055(1)(f) **Child Tracking Procedure** *Description:* The center's child tracking procedure to ensure the numbers, names, and whereabouts of all children are known at all times when a 4-year-old child was left alone in the front reception area on 2/7/2026 and again on 7/7/2026.	using attendance form in addition to our time cards	8/5/26	
7	251.09(1)(m) **Infant & Toddler - Audio Monitoring** *Description:* An audio monitoring device shall be used in any area or room where children under one year of age are placed to sleep. On the day of the complaint visit, there was not an audio monitoring device in use while children under one year of age were sleeping in the infant nap room. *Repeat violation:* Previously cited on 3/4/2026, 7/23/2024	Child monitor is being used + is on in our infant area	7/23/26	

NAME - Agency Worker
Amelia Gruber

Date Issued
7/22/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed
8/5/26