

Date Correction Plan Due 10/1/2025	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 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.


Name - Certified Operator / Licensed Center Sycamore Tree A Christian Child Care Center Inc		Provider Number / Facility ID Number 6000559256 / 007 - 1016077		
Address - Facility (Street, City, State, Zip Code) 310 N Wilson Ave Hartford WI 53027		Telephone Number 262-673-0161	Date - Regulation Visit 9/10/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	<p>251.04(6)(a)6m. Child Record - Immunization History</p> <p>Description: Based on records review, the center did not have the immunization information on file for child # 1.</p> <p>Repeat violation: Previously cited on 1/6/2025, 11/7/2023</p>	<p>Child Immunization records were requested and will be turned in. Child files were reviewed by office staff. Notifications for upcoming due dates were sent to families.</p>	10/24/25	
2	<p>251.06(2)(i) Deteriorating Paint</p> <p>Description: In the one year old's room, the school age room, the large motor room, and in the 3 year old's room, there were some walls with chipped paint accessible to the children.</p> <p>Repeat violation: Previously cited on 1/10/2024</p>	<p>Areas of chipping paint are being repaired. Staff were reminded to report any flaking/deteriorating paint to office staff promptly for repair.</p>	10/17/25	

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3	251.06(3)(b)4. Emergencies - Record Of Fire / Tornado Drills Description: The center did not have records of conducting tornado drills in June, July and August. The center was also missing the fire drills for May, June, July and August. Repeat violation: Previously cited on 4/18/2024	Documentation steps for fire and tornado drills were reviewed with office staff and records were updated to reflect drills that occurred.	10/13/25	
4	251.06(4)(jm)2. Fire Alarms & Smoke Detectors - Testing Description: The center's records showed that the monthly fire detection and prevention systems were last tested on April 24, 2025.	Documentation steps for fire and smoke alarm/detector testing were reviewed and records were updated to reflect tests conducted.	10/13/25	

NAME - Agency Worker
Gloribel Tegen

Date Issued
9/17/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee



Date Signed

10/11/2025