

Date Correction Plan Due 6/4/2025	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 715-930-1148
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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 Our Kids Soar Academy		Provider Number / Facility ID Number 9000588669 / 001 - 2000620		
Address - Facility (Street, City, State, Zip Code) 302 E Thomas St Rice Lake WI 548683089		Telephone Number 715-475-1533	Date - Regulation Visit 3/12/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(6)(a)6m. Child Record - Immunization History Description: The center did not maintain a record of immunizations for child # 5 to document compliance with s. 252.04 Stats., and ch. DCF 144.	Immunizations Records was Requested from Parents.	3/12/2025	
2	251.04(6)(b) Current, Accurate Daily Attendance Record Description: The Toddler Room's attendance was not current and accurate when five children were in care and six were signed in on the attendance record.	Attendance will be current when signing children in and out of rooms	3/13/2025	

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3	251.05(4)(c)1. Continuing Education Requirement - Full Time Staff Description: Documentation of staff obtaining 15 hours of continuing education was not available for review for Staff A, B, G, and J. Each administrator, center director, child care worker shall participate in at least 15 hours of continuing education annually. Repeat violation: Previously cited on 5/30/2024	all Staff will have Continuing ed for the year of 15 hours.	12/31/2025	
4	251.055(1)(f) Child Tracking Procedure Description: The center did not implement the child tracking procedure when children were moved between the infant and toddler rooms and the children were not signed onto the attendance record to which they were being cared.	Staff will use tracking procedures when moving kids between rooms.	3/13/2025	
5	251.055(2)(m) Staff-To-Child Ratios - Children Of Staff Description: Staff-to-child ratios were not maintained in the Preschool and School-Age Classrooms where children from both rooms were combined into one group and cared for by one staff, when two staff were needed to meet ratio requirements.	Staff to child Ratios will be maintained in all classrooms.	3/13/2025	

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302 E Thomas St Rice Lake WI 548683089		715-475-1533	3/12/2025	
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6	251.06(10)(e) Toilets & Washbasins - Use Of Steps Or Blocks Description: There were not steps or blocks provided to children in the Toddler Room for children to use in order to wash their hands.	Stepping stool has been provided for toddlers	3/13/2025	
7	251.06(9)(b)3. Manual Dishwashing - 3-Step Procedure Description: Staff were not using a three step procedure to clean sippy cups between use.	3 Step procedure is being used. All cups are sent down to be washed and sanitized	3/13/2025	
8	251.06(9)(d)1.c. Food Storage - Cold Storage Thermometers Description: Each refrigerator did not have a clearly visible accurate thermometer.	All refrigerators have thermometers and are visible	3/13/2025	
9	251.06(9)(d)2.a. Food Storage - Dry Food Description: Open packages of powdered sugar, graham crackers, and cereal were not stored in bags with zip-type closures or metal, glass or food grade plastic containers with tight-fitting covers and labeled.	open food will be properly stored, and dated in proper containers	3/13/2025	

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10	251.09(1)(b) Infant & Toddler - Location & Sharing Intake Information Description: The Intake for Child Under 2 forms, used to individualize the program of care for children was not in the room that some children were moved to from their regularly assigned room. Admission information for an infant or toddler shall be on file in the room or area to which the child is assigned and shall be known to the child care worker.	Intake forms will be moved between rooms and will be given to the children when moving rooms.	3/15/2025
11	251.09(4)(b) Infant & Toddler - Sinks In Self-Contained Area Description: Staff were using the hand washing sink to wash bottles and provide children drinking water. Each self-contained classroom or area serving infants or toddlers who are diapered shall have a sink with hot and cold running water which is not used for food preparation or dishwashing within the room or area.	Signs were posted above sink. All dishes are sent down to kitchen. Pitcher of water is provided for filling sippy.	3/13/2025

NAME - Agency Worker
April Callihan

Date Issued
5/21/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Jeray Hummer

Date Signed

5/22/2025