

<b>Date Correction Plan Due</b> 6/22/2026	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b> 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.

<b>Name - Certified Operator / Licensed Center</b> Our Kids Soar Academy		<b>Provider Number / Facility ID Number</b> 9000588669 / 001 - 2000620		
<b>Address - Facility (Street, City, State, Zip Code)</b> 302 E Thomas St Rice Lake WI 548683089		<b>Telephone Number</b> 715-475-1533	<b>Date - Regulation Visit</b> 6/4/2026	
	<b>Rule/Statute Number Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
1	<p>251.05(2)(a)3.a. <b>Staff Record - Physical Examination</b></p> <p>Description: The file for Staff C did not contain documentation of a physical examination report completed within 12 months before or within 30 days after beginning work with children in care, indicating the person is free from illness detrimental to children, including tuberculosis, and physically able to work with young children.</p> <p>Repeat violation: Previously cited on 6/18/2025</p>	<p>Staff C has an appointment scheduled for health report.</p>	<p>6/30/26</p>	
2	<p>251.05(2)(a)6. <b>Staff Record - Days &amp; Hours Worked</b></p> <p>Description: Upon review of attendance records, the center did not have documentation of days and hours worked and in which specific classrooms for staff who are being counted in staff-to-child ratio.</p>	<p>Staff will sign in and out on clipboards</p>	<p>6/5/26</p>	

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3	251.05(3)(f)3. <b>Child Care Teacher - Entry-Level Training</b>  Description: Staff B and Staff D are being used as child care teachers without documentation of them having completed the educational requirements of a teacher position prior to assuming the position.	Staff B finishes last class on 6/18/26  Staff D starts last class on 7/1/26	6/18/26  7/29/26	
4	251.05(3)(g)1. <b>Assistant Child Care Teacher - Supervision</b>  Description: Rule states that assistant teachers shall be supervised by a qualified teacher at all times, except for the first two and the last two hours of center operations, for two hours during the centers rest period. Staff B, who is assistant teacher qualified, was providing sole supervision to a group of children for the entire day in the Toddler Room on the day of the visit.	Staff B will be supervised until she finishes class on 6/18	6/18/26	

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5	<p>251.055(1)(b) <b>Supervision - Teacher Per Group Of Children</b></p> <p>Description: The Infant Room and the Toddler Room did not have a qualified teacher providing supervision to children on the day of the licensing visit.</p> <p>Staff D, who is not a qualified teacher nor assistant teacher, was providing sole supervision to a group of children in the Infant Room on the day of the visit.</p> <p>Staff B, who is assistant teacher qualified, was providing sole supervision to a group of children in the Toddler Room on the day of the visit.</p> <p>Repeat violation: Previously cited on 6/18/2025</p>	<p>Infant : Toddlers Will have lead teachers in the classroom while Staff B finishes class on 6/18 and while Staff D starts her class</p>	6/18/26	
6	<p>251.07(6)(f)6. <b>Current Authorizations For Medications On Premises</b></p> <p>Description: A medication that was observed on the premises and intended for child use did not have written authorization from the parent.</p>	<p>Medication was sent home</p>	6/4/26	
7	<p>251.09(1)(e) <b>Infant &amp; Toddler - Provider Training</b></p> <p>Description: The regularly assigned teacher, Staff D, for the Infant Room has been employed by the program for more than 6 months and has not completed the required Infant and Toddler training.</p>	<p>Staff D will no longer be assigned in infant room until class is finished</p>	7/29/26	

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8	251.09(1)(L) <b>Infant &amp; Toddler - Soft Materials In Cribs</b>  Description: It was observed by the licensing specialist that there were blankets in pack n' plays used by children under the age of one year old.	Blanket was sent home	6/4/26
9	251.09(3)(a)2. <b>Infant &amp; Toddler - Food &amp; Formula Brought From Home</b>  Description: A can of formula in the Infant Room was not labeled with the child's name.  Repeat violation: Previously cited on 12/11/2025	Formula was labeled with child's name	6/4/26

**NAME - Agency Worker**  
Amelia Gruber

Date Issued  
6/8/2026

**SIGNATURE - Certified Operator or Designee / Licensee or Designee**

Date Signed

*Genay Hamman*

*06/14/26*