DEPARTMENT OF CHILDREN AND FAMILIES
Division of Early Care and Education

STATE OF WISCONSIN

Date Correction Plan Due 10/14/2026	**NONCOMPLIANCE STATEMENT AND CORRECTION PLAN**	TO FILE A COMPLAINT CALL 262-446-7800

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**	
Children Of America New Berlin Llc		6000588416 / 001 - 2002097	
Address - Facility (Street, City, State, Zip Code) 15225 W National Ave New Berlin Ctr Bld D New Berlin WI 531515152	**Telephone Number** 262-641-1005	**Date - Regulation Visit** 9/28/2026	

	Rule/Statute Number Noncompliance Statement	**Correction Plan**	**Expected Completion Date**	**Verification Date**
1	251.055(1)(a) **Supervision Of Children** Description: On 9/23/26, staff were not within sight and sound of a child. The child was left alone in the outdoor play space for less than one minute. Included in an Order/Forfeiture dated 5/21/25. Repeat violation: Previously cited on 4/29/2025	See attached		
2	251.055(1)(f) **Child Tracking Procedure** Description: On 9/23/26 staff did not adhere to the center's tracking system when a child was left alone in the outdoor play space.	See attached		

Licensing Non-Compliance and Violations

School Name: New Berlin

Inspection Date: 9/28/26

Noncompliance or Violation Summary Received: 2

Plan of Correction Due date: 10/14/26

Today's Date: 10/6/2026

1. **Violation**:
   - Standard or Regulation:
     Supervision 251.055(1)(a)

   - Summary of the requirement stated in licensing regulations:

     Each child shall be supervised by a child care worker who is within the sight and sound of the children to guide the children's behavior and activities, prevent harm, and ensure safety.

   - Correction already made.

   Teachers are not to leave an area where children are present to perform any type of movement without a member of management there to perform the movement process. All teachers have been trained on this.

2. **Violation**:
   - Standard or Regulation:
     Child tracking procedure 251.055 (1)(f)

   - Summary of the requirement stated in licensing regulations:

     The center shall implement and adhere to a procedure to ensure that the number, names, and whereabouts of children in care are known to assigned child care workers at all times.

   - Correction already made.

     Management will conduct a name to face on the Kaymbu app when starting the movement process and then again once the children get to the area they were moving to. There has been movement protocol signs posted in all classrooms.

Children are not to be moved anywhere no matter what if there is not a member of management there to assist them

I attest that this action plan accurately reflects the actions I have taken or have proposed to take to ensure substantial compliance for my school, teachers, and general operations.

School Director Name: Stevie Mundigler School Director Signature: Stevie Mundigler

Executive Director Name: Yvette Vana Executive Director Signature: Yvette Vana

MOVEMENT PROTOCOL

Step 1: Call for movement to your classroom.

(Make sure to fill out movement log)

Step 2: Wait for management to get to your room.

(Do not leave your room until a member of management comes)

Step 3: Give your tablet to management so they can conduct the name to face feature on Kaymbu.

Step 4: Teacher will lead the class out the door as management follows to the destination.

Step 5: Management will conduct another name to face feature.

This same process will be followed when coming in as well.

IF THIS IS NOT FOLLOWED, IT WILL LEAD TO DISCIPLINARY ACTIONS!

COA CHILDREN OF AMERICA
Educational Childcare

Nadine Michlig completed on 10/13/2026 confirmed by Stevie Mundigler.

Stevie Mundigler

