

<b>Date Correction Plan Due</b> 1/6/2026	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b>
---	--	---------------------------------

**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> Elise's Busy Little Minds	<b>Provider Number / Facility ID Number</b> 3000591843 / 001
---	---

<b>Address - Facility (Street, City, State, Zip Code)</b> 3177 N 42Nd St Milwaukee WI 532163501	<b>Telephone Number</b> 414-514-1351	<b>Date - Regulation Visit</b> 12/9/2025
--	---	---

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	<p>202.08(10)(a) <b>A Child Care Provider Shall Ensure That Each Child Shall Be Served One Meal Or Snack At Least Once Every 3 Hours. Each Meal And Snack Shall Meet The U.S. Department Of Agriculture Child And Adult Care Food Program Minimum Meal Requirements.</b></p> <p>Description: The operator stated she will be serving chicken patties, apple sauce, milk/water for lunch.</p> <p>There were no milk in the fridge and there will be no vegetable being served per the operator.</p> <p>The meal did not meet the U.S. department of agriculture child and adult care food program minimum meal requirements.</p>	<p><i>Make sure children get served fruit &amp; vegetable w milk and water on schedule</i></p>	<p><i>1/21</i></p>	<p><i>1/20</i></p>

Name - Certified Operator / Licensed Center

Elise's Busy Little Minds

Provider Number / Facility ID Number

3000591843 / 001

Address - Facility (Street, City, State, Zip Code)

3177 N 42Nd St Milwaukee WI 532163501

Telephone Number  
414-514-1351

Date - Regulation Visit  
12/9/2025

Rule/Statute Number  
Noncompliance Statement

Correction Plan

Expected  
Completion Date

Verification  
Date

2

202.08(12)(c)

The Certified Child Care Operator Shall Be In Ongoing Communication With A Child's Parent Or Ensure That A Substitute Child Care Provider Is In Ongoing Communication With A Child's Parent By Developing A Written Contract That Specifies The Charge For Child Care And The Expected Frequency Of Payment For The Service. The Contract Shall Be Signed By The Operator And A Parent Or Guardian.

Description: Child #3's written contract was missing signatures during the onsite visit.

make sure all papers are signed and in file

1/6

3

202.08(12)(d)

The Certified Child Care Operator Shall Be In Ongoing Communication With A Child's Parent Or Ensure That A Substitute Child Care Provider Is In Ongoing Communication With A Child's Parent By Making A Copy Of The Applicable Certification Standards Available To Each Parent

Description: The operator did not have ongoing communication with the parents for child #6 by making a copy of the applicable certificate standards available to the parents.

Make sure parents sign all papers in file

1/6

<b>Name - Certified Operator / Licensed Center</b> Elise's Busy Little Minds		<b>Provider Number / Facility ID Number</b> 3000591843 / 001		
<b>Address - Facility (Street, City, State, Zip Code)</b> 3177 N 42Nd St Milwaukee WI 532163501		<b>Telephone Number</b> 414-514-1351	<b>Date - Regulation Visit</b> 12/9/2025	
	<b>Rule/Statute Number Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
4	<p>202.08(12)(f)1-4  <b>Prior To A Child's First Day Of Attendance For Any Child In Care, Obtaining Information On A Form Prescribed By The Department With Enrollment And Health History Information, Including All Of The Following:</b></p> <ol style="list-style-type: none"> <li>1. The Parents' Home And Work Phone Numbers.</li> <li>2. Health History, Including Information Relating To A Child's Special Health Care Needs And Emergency Care Plan.</li> <li>3. The Parents' Signed Consent For Emergency Medical Care.</li> <li>4. A Name And Number To Call If The Child Requires Emergency Medical Care.</li> </ol> <p>Description: Child #3's Enrollment and Health History Information form was missing during the on-site visit.</p> <p>Child #4's Enrollment and Health History Information form was incomplete during the on-site visit.</p>	<p>make sure all papers are signed, dated and in file</p>	1/6	
5	<p>202.08(12)(l)  <b>The Certified Child Care Operator Shall Be In Ongoing Communication With A Child's Parent Or Ensure That A Substitute Child Care Provider Is In Ongoing Communication With A Child's Parent By Informing The Parent In Writing Whether The Premises And Child Care Business Are Covered By A Child Care Liability Insurance Policy.</b></p> <p>Description: Children #2, #3, and #6 were missing written documentation indicating whether the operator discussed with parents whether the premises and childcare business are covered by child care liability insurance.</p>	<p>make sure parents know theirs no liability insurance</p>	1/6	

<b>Name - Certified Operator / Licensed Center</b> Elise's Busy Little Minds	<b>Provider Number / Facility ID Number</b> 3000591843 / 001
---	---

<b>Address - Facility (Street, City, State, Zip Code)</b> 3177 N 42Nd St Milwaukee WI 532163501	<b>Telephone Number</b> 414-514-1351	<b>Date - Regulation Visit</b> 12/9/2025
--	---	---

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
6	<p>202.08(1m)(a)10.a.  <b>A Certified Child Care Operator Shall Comply With The Conditions Of The Certification. The Number Of Children In Care At Any Time May Not Exceed The Number Specified.</b></p> <p>Description: Attendance sheets were reviewed from July 2025 through December 5, 2025. During this period, there were months in which the operator cared for four to five children under the age of seven who were not related to the operator, exceeding the permitted limit of three non-related children under seven years of age for a certified child care operator.</p>	Talks parent about hours	1/6	
7	<p>202.08(2)(a)1.  <b>All Exits Shall Be Clear Of Obstruction.</b></p> <p>Description: The second exit in the back was still obstructed by a wooden board.</p>	Removed board from Back door	1/6	
8	<p>202.08(2)(am)1.  <b>A One-Unit Or Two-Unit Residential Building Shall Have A Functional Carbon Monoxide Detector Installed In The Basement And On Each Level Of The Building, Excluding The Garage And Attic, In Accordance With The Requirements Of S. 101.647, Stats.</b></p> <p>Description: There were still no carbon monoxide in the basement during the on-site visit.</p>	make sure to have a New carbon monoxide in basement	1/6	

Name - Certified Operator / Licensed Center Elise's Busy Little Minds		Provider Number / Facility ID Number 3000591843 / 001		
Address - Facility (Street, City, State, Zip Code) 3177 N 42Nd St Milwaukee WI 532163501		Telephone Number 414-514-1351	Date - Regulation Visit 12/9/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
9	<p>202.08(2)(c) The Indoor And Outdoor Areas Of The Home Shall Be Free Of Hazards. Potentially Dangerous Items And Materials Harmful To Children, Including Power Tools, Flammable Or Combustible Materials, Insecticides, Matches, Drugs And Any Articles Labeled Hazardous To Children Shall Be In Properly Marked Containers And Stored In Areas Inaccessible To Children.</p> <p>Description: A fragrance plug-in was present in the bathroom and accessible to children during the on-site visit</p>	Take fragrance plug out Bathroom	1/6	
10	<p>202.08(2)(f) The Premises, Furnishings, And Equipment Shall Be Free From Litter And Vermin, Maintained In A Sanitary Condition, And In Good Repair.</p> <p>Description: The bathroom sink was full of wet clothes during the on-site visit.</p>	make sure sink is clear	1/6	
11	<p>202.08(2)(g) Bathrooms, Including Toilets, Sinks, And Potty Chairs, Shall Be Clean And In Good Working Condition. Soap, Toilet Paper, Towels, And A Waste Paper Container Shall Be Provided In The Bathroom And Shall Be Accessible To Children.</p> <p>Description: There was no soap during the on-site visit.</p>	make sure soap dish is full at all time	1/6	

<b>Name - Certified Operator / Licensed Center</b> Elise's Busy Little Minds		<b>Provider Number / Facility ID Number</b> 3000591843 / 001		
<b>Address - Facility (Street, City, State, Zip Code)</b> 3177 N 42Nd St Milwaukee WI 532163501		<b>Telephone Number</b> 414-514-1351	<b>Date - Regulation Visit</b> 12/9/2025	
	<b>Rule/Statute Number Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
12	202.08(4)(a)1. <b>For Each Child Under 2 Years Of Age, A Report Of A Physical Examination Conducted Not More Than 6 Months Prior To Nor Later Than 3 Months After The Child Is Admitted, And A Follow-Up Health Examination At Least Once Every 6 Months Thereafter.</b>  Description: Child #1 was still missing an health report and a follow up health report on file during the on-site visit.	Make sure all children have all their papers in file	1/4	
13	202.08(4)(a)2. <b>For A Child 2 Years Of Age Or Older, A Report Of A Physical Examination Conducted Not More Than 2 Years Prior To Nor Later Than 3 Months After The Child Is Admitted, And A Follow-Up Health Examination At Least Once Every 2 Years Thereafter</b>  Description: Child #6 was missing an health report and a follow up health report on file during the on-site visit.	Make sure all papers are in file	1/4	

Name - Certified Operator / Licensed Center

Elise's Busy Little Minds

Provider Number / Facility ID Number

3000591843 / 001

Address - Facility (Street, City, State, Zip Code)

3177 N 42Nd St Milwaukee WI 532163501

Telephone Number  
414-514-1351

Date - Regulation Visit  
12/9/2025

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
14	<p>202.08(5)(i) The Certified Child Care Operator Shall Keep Current And Accurate Written Records Of The Daily Hours Of Attendance Of Each Child In Care, Including The Actual Arrival And Departure Time Times For Each Child. If Children Are Transported To Or From The Premises Or School By The Operator Or Another Provider On Behalf Of The Operator, The Daily Attendance Record Shall Include The Actual Time The Child Was Picked Up Or Dropped Off.</p> <p>Description: Attendance review findings for the following: on 10/16/2025, one child in care was not signed out. On 11/19/2025, three children in care were not signed out. On 11/20/2025, the time-in entries for two children were illegible, and no sign-out times were recorded.</p>	make sure all children are signed out	1/6	
15	<p>202.08(6)(a) No Certified Family Child Care Operator May Have More Than 3 Children Under 7 Years Of Age Who Are Not Related To The Child Care Operator In Care At Any Given Time.</p> <p>Description: Attendance sheets were reviewed and indicated that the operator cared for four to five children under the age of seven who were not related to the operator.</p> <p>This occurred on four out of five days each week that the operator provided care.</p>	talk to parents about hours	1/6	

<b>Name - Certified Operator / Licensed Center</b> Elise's Busy Little Minds		<b>Provider Number / Facility ID Number</b> 3000591843 / 001	
<b>Address - Facility (Street, City, State, Zip Code)</b> 3177 N 42Nd St Milwaukee WI 532163501		<b>Telephone Number</b> 414-514-1351	<b>Date - Regulation Visit</b> 12/9/2025
	<b>Rule/Statute Number Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>
16	202.08(6)(b)1. <b>No Certified Family Operator May Have More Than 6 Children In Care, Including Children Related To The Operator, Except That If 3 Of The Children Are Under The Age Of 2, The Total Number Of Children May Not Exceed 5.</b>  Description: Attendance was reviewed, on 12/1/2025, the operator was caring for six children, exceeding the allowed capacity. The operator is permitted to care for only three children under two years of age, which limits the total number of children in care to five.	Talk to parents about hours	1/6

**NAME - Agency Worker**  
Lou Thao, Deborah Kersting

**Date Issued**  
12/23/2025

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

*Elise Moore*

**Date Signed**

1/6/26