

Date Correction Plan Due 1/23/2026	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.

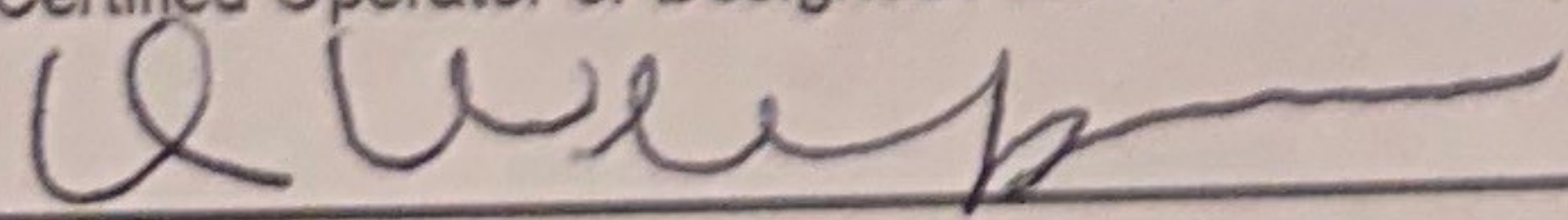
Name - Certified Operator / Licensed Center Makenzie Clubhouse Academy		Provider Number / Facility ID Number 3000591853 / 001 - 2007082		
Address - Facility (Street, City, State, Zip Code) 7873 W Palmetto Ave Milwaukee WI 532183751		Telephone Number 414-704-6070	Date - Regulation Visit 1/6/2026	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	250.04(6)(a)4.a. Child Record - Physical Exam - Under 2 Description: Child 3, under the age of two, did not have documentation of a physical exam completed within the previous six months. Children under the age of two are required to have a physical exam completed every six months.	The center received a new physical exam for child 3. Will make sure every child physical exam is up to date prior to expiration date.	1/4/26	
2	250.05(4)(c)4. Continuing Education - Documentation Of 12 Month Period Description: Staff A did not have documentation on file of having completed 15 hours of continuing education in 2025.	Starting Jan 14, 2026 I would complete at least two hours of continuing education each month	Jan 14 th 26 through Aug 31, 2026	

Name - Certified Operator / Licensed Center Makenzie Clubhouse Academy		Provider Number / Facility ID Number 3000591853 / 001 - 2007082	
Address - Facility (Street, City, State, Zip Code) 7873 W Palmetto Ave Milwaukee WI 532183751		Telephone Number 414-704-6070	Date - Regulation Visit 1/6/2026
Rule/Statute Number Noncompliance Statement		Correction Plan	Expected Completion Date
3	250.06(3)(b) Emergency Plans - Practice Description: The center did not have documentation showing a fire drill was completed in December 2025.	Center will complete and document fire drill every first week of the month	1/06/26

NAME - Agency Worker
Cindy Matuszak

Date Issued
1/9/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee



Date Signed

01-12-26

