

Date Correction Plan Due 3/20/2026	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 Evergreen Learning Academy		Provider Number / Facility ID Number 1000592021 / 001 - 2007248		
Address - Facility (Street, City, State, Zip Code) W15699 State Highway 121 Hixton WI 546358427		Telephone Number 715-984-2438	Date - Regulation Visit 2/19/2026	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(6)(a)8.a. Child Record - Physical Exam - Under 2 Description: Each child under 2 years of age shall have an initial health examination not more than 6 months prior to nor later than 3 months after being admitted to the center, and a follow-up examination at least once every 6 months thereafter. Child #1 does not have documentation of a follow-up exam within the past 6 months.	I will get documentation for child #1 follow up examination & continue to get documentation atleast once every 6 months	April 2025	
2	251.04(6)(a)8.b. Child Record - Physical Exam - Over 2, Under 5 Description: Each child 2 years of age and under age 5 shall have an initial health examination not more than one year prior to nor later than 3 months after being admitted to the center. Child #2 has been in care for more than 3 months and did not have a child health report on file.	I will get documentation of Childs initial health examination.	April 2025	

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3	251.05(4)(c)1. Continuing Education Requirement - Full Time Staff Description: Contrary to rule, Staff B did not have documentation of the yearly requirement of 15 hours of continuing education in 2025.	Going forward I will complete required 15 hrs of continuing education annually & keep documentation on file.	December 2026
			Verification Date

NAME - Agency Worker
Jennifer Stubbe

Date Issued
3/6/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed