

<b>Date Correction Plan Due</b> 5/21/2024	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b> 920-785-7811
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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> Shining Stars Preschool Cc Ctr Llc		<b>Provider Number / Facility ID Number</b> 8000566508 / 001 - 1000221		
<b>Address - Facility (Street, City, State, Zip Code)</b> 3900 Cedar Ct Green Bay WI 54313		<b>Telephone Number</b> 920-865-3900	<b>Date - Regulation Visit</b> 4/5/2024	
	<b>Rule/Statute Number Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
1	251.05(2)(a)4.a. <b>Staff Record - Registry Certificate</b>  Description: Staff members B and E on the staff record checklist did not have documentation of completion of a Registry certificate even though they were listed as a lead teacher in classrooms.	Staff B & E are waiting on Registry certificates. Transcripts are now in files.	4/19/24	
2	251.05(2)(a)4.d. <b>Staff Record - Educational Qualifications</b>  Description: Staff member B did not have documentation of completion of the required entry level training where she was the staff in the Waddler room.	Staff B has completed trainings on 3/15/24. Documentation of classes added to the file.	4/19/24	

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3	251.055(1)(a) <b>Supervision Of Children</b>  Description: Based on interviews the center failed to have a staff member close enough to prevent harm when a toddler child was attempting to climb the loft steps in the 4 year old classroom at the end of the day.	Staff reminder went out on 4/16/24 about no classrooms to combine with 4yr old class. Staff member was talked to about having children in close reach.	4/16/24	
4	251.055(1)(b) <b>Supervision - Teacher Per Group Of Children</b>  Description: Based on record review the center failed to have a qualified teacher supervising the children in the Waddler, toddler room.  Repeat violation: Previously cited on 2/29/2024	Staff completed training on 3/15/24. Documentation of classes was added to the file.	4/19/24	
5	251.07(2)(e)2. <b>Prohibited Actions - Verbal</b>  Description: The center staff used derogatory remarks associated with children in the Wabblers room.	Staff member & all other staff had a meeting about professionalism & how to talk to parents/ children.	4/16/24	
6	251.07(3)(a)1. <b>Indoor Equipment - Developmental Level, Size</b>  Description: A child under two years of age was being cared for in a 4-year-old classroom that was not developmentally appropriate for care for children under two years old.	Staff reminder was sent out to all staff about no combining to the 4 yr old classroom. especially under 2.	4/16/24	

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7	251.09(1)(d) <b>Infant &amp; Toddler - Assignment To Room &amp; Caregiver</b>  Description: A child under two years of age was being cared for in a 4-year-old classroom that was not a self-contained room or developmentally appropriate for toddler care.	Staff reminder was sent out to all staff about no combing to the 4 yr old classroom especially under 2.	4/16/24

**NAME - Agency Worker**  
Jody Beyer

Date Issued  
4/19/2024

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

*Jody Beyer*

Date Signed

5/8/24