

Date Correction Plan Due 4/29/2025	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 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. 48.716. 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 Shining Stars Preschool Cc Ctr Llc		Provider Number / Facility ID Number 8000566508 / 001 - 1000221		
Address - Facility (Street, City, State, Zip Code) 3900 Cedar Ct Green Bay WI 54313		Telephone Number 920-865-3900	Date - Regulation Visit 3/26/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.05(3)(g)1. Assistant Child Care Teacher - Supervision Description: On March 19, 2025, an assistant child care teacher failed to work under the supervision of a child care teacher with a group of children.	<i>When scheduling making a lead teacher is with an assistant teacher at all times</i>	<i>3/28/25</i>	
2	251.055(2)(b) Staff-To-Child Ratios - Minimum Description: The center failed to meet staff-to-child ratios on March 19 when one staff member had 6 children under the age of 2 in their care.	<i>Remind staff to let other staff or myself know when they are over on children so we can change/accomodate where needed.</i>	<i>3/28/25</i>	

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3	251.09(1)(d) Infant & Toddler - Assignment To Room & Caregiver Description: On March 19, 2025, two children under the age of two failed to be in a self-contained room when they were observed to be sitting in high chairs in the kitchen while their care giver was washing dishes. Repeat violation: Previously cited on 4/5/2024	Talk with staff about not allowing children in the kitchen. If dishes need to get done, ask for help with dishes or wait until children are gone/with other staff	3/28/25
			Verification Date

NAME - Agency Worker Gina Linsen	Date Issued 4/15/2025
SIGNATURE - Certified Operator or Designee / Licensee or Designee <i>Gina Linsen</i>	Date Signed 7/15/2025