

<b>Date Correction Plan Due</b> 12/29/2025	<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> Little Inspirations Childcare Ctr		<b>Provider Number / Facility ID Number</b> 4000576744 / 003 - 1015849		
<b>Address - Facility (Street, City, State, Zip Code)</b> 740 Lake Park Rd Menasha WI 54952		<b>Telephone Number</b> 920-882-5566	<b>Date - Regulation Visit</b> 11/17/2025	
	<b>Rule/Statute Number</b> <b>Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
1	251.04(6)(a)1. <b>Child Record - Enrollment Information</b>  Description: One child, #4, did not have their field trip, acknowledgement of pets, and center provider transportation boxes checked on their enrollment form - see checklist.	<i>assigned to Assistant Directors to review paperwork prior to filing.</i>	<i>12/19/25</i>	
2	251.05(3)(c) <b>Cardiopulmonary Resuscitation Training</b>  Description: One staff member, #B, did not have her CPR certification in her file after 3 months of employment - see checklist.	<i>Adding staff to allow time for continuing ed.</i>	<i>12/19/25</i>	

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3	<p>251.055(1)(a) <b>Supervision Of Children</b></p> <p>Description: The center self reported that on 11-10-25, child care workers failed to supervise four 2-year-old children when the director witnessed the children leave the gated play space. The child care workers were not aware the child left the play space.</p> <p>On 11-12-25, child care workers failed to supervise a 2-year-old child when they left the child alone in the classroom, for approximately 15 minutes, while the rest of the group went outside to the play space. A staff member found the child in the room after they saw the child through the window when taking out the trash.</p>	<p>Staff is now checking the fence each time they go out. It was left unlocked by a service provider.</p> <p>Staff is doing a face to name check before leaving the room &amp; when they get to outside door.</p>	12/19/25

**NAME - Agency Worker**  
Jill Kellner, Dao Xiong

Date Issued  
12/15/2025

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

*Shauna Schmick*

Date Signed

12/19/25