Date Correction Plan Due	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL
7/16/2026		920-785-7811

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		Provider Number / Facility ID Number	
Little Inspirations Childcare Ctr		4000576744 / 003 - 1015849	
Address - Facility (Street, City, State, Zip Code) 740 Lake Park Rd Menasha WI 54952	**Telephone Number** 920-882-5566	**Date - Regulation Visit** 3/11/2026	

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(2)(L)1.b. **Department Notices Posted** Description: Based on observation on 3/11/26 the center failed to have the department notice that was issued on 12/15/25 posted next to the license.	Was not aware the letter needed to be posted. Posted after receiving clarification from licensor via email.	7/2/26	
2	251.05(2)(a)1. **Staff Record - Personal Information** Description: Based on record review on 3/11/26 according to the Staff Record Checklist Staff Member A failed to have a Staff Record Form on file.	Staff member had completed 2/22/26 but turned in 3/12/26	3/12/26	

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3	251.05(3)(b) **Abusive Head Trauma Prevention Training** Description: Based on record review on 3/11/26 according to the Staff Record Checklist Staff Member A failed to have a Staff abusive head trauma training prior to working with children. Staff member hired 2/2/26.	Email sent to licensor showing Registry learning record staff had training 5/11/2007. Did AHT training as well to ensure compliance 2/2/2026. Records not accessible during visit.	2/2/2026	
4	251.05(3)(cm) **Child Abuse & Neglect - Biennial Training** Description: Based on record review on 3/11/26 according to the Staff Record Checklist Staff Member A failed to have biennial child abuse and neglect training on file. Staff member hired 2/2/26.	Completed 3/12/2026 When additional staff was available	3/12/2026	
5	251.06(2)(h) **Smoking Prohibited On Premises And In Vehicles** Description: Based on a complaint investigation it was discovered that on February 18, 2026 a staff member was seen smoking/vaping on the playground.	I met w/staff member immediately following the complaint to review policy. No vape was discovered & staff member denied doing this. Added sign to include: no smoking/vaping/ ecigarettes per licensing request	3/26/26	

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6	251.06(2)(i) **Deteriorating Paint** Description: Based on observation of the center the their was chipping peeling paint within multiple classrooms. The 4k classroom, 4k district classroom, and one year old classroom were observed to have chipping peeling paint.	paint is available	12/31/26	
7	251.06(4)(d) **Exits & Passageways - Unobstructed, Minimum Width** Description: Based on observation of the infant classroom the nap room failed to have exits and passageways unobstructed. Car seats are stored within the nap room along side the cribs, this does not leave enough space for a minimum 3 foot walk way in order to exit.	shelving added to library to house all car seats	3/12/26	
8	251.07(2)(b) **Policy - Child Guidance** Description: Based on a complaint investigation and observation of the center it was determined a child care worker failed to implement the centers child guidance policy which states staff provide positive guidance for the purpose of helping children develop self-control, self-esteem and respect for the rights of others. The child care worker said in a loud, harsh tone towards children "are you pooping", "No", and "We don't do that". At nap time the staff member was heard yelling at children "get on your cot" and "lay down" in the same loud, harsh tone.	Staff member participated in abuse & neglect training & will attend AASD Pyramid Model when available Fall of 2026 for guidance	12/31/26	

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NAME - Agency Worker
Cassandra Debauche

Date Issued
7/2/2026

SIGNATURE - Certified Operator or Designee | Licensee or Designee
Shawna Schmidt

Date Signed
7/6/26