

DEPARTMENT OF CHILDREN AND FAMILIES
Division of Early Care and Education

Date Correction Plan Due
5/14/2026

NONCOMPLIANCE STATEMENT AND CORRECTION PLAN

TO FILE A COMPLAINT CALL
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 Sprouts Discovery Center		6000587606 / 001 - 2001026	
Address - Facility (Street, City, State, Zip Code) 406 Preston Ln Redgranite WI 549709350		Telephone Number 920-566-0545	Date - Regulation Visit 4/29/2026
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date
1	251.04(2)(k) License Posted & Visible Description: The license was not posted near the entrance visible for parents to see.	License will be posted.	5/1/26
2	251.04(2)(L)1.a. Monitoring Results Posted Description: The most current (11/13/25) monitoring results were not posted for parents to view.	Most current results will be posted	5/1/26

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3	251.04(6)(a)6m. Child Record - Immunization History Description: Two children #3 and 8 did not have their immunization history in their files - see checklist.	Parents will be notified by director to turn in updated immunizations records	5/4/26	
4	251.04(6)(a)8.a. Child Record - Physical Exam - Under 2 Description: One child #8, did not have a current, once every 6 months, physical in their file - see checklist.	Parents will be notified by director to turn in updated health record	5/4/26	
5	251.04(6)(a)8.b. Child Record - Physical Exam - Over 2, Under 5 Description: Two children #4 & 7 did not have a current (once every 2 years) physical in their files - see checklist.	↓ ↓ SAME	5/4/26	
6	251.04(6)(b) Current, Accurate Daily Attendance Record Description: The infant room had one child that was not signed into care.	Staff will be retrained in proper record keeping; Administrative Staff will do more check-ins.	Immediately for check-ins. 6/1/26 for retraining	

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7 251.05(2)(a)3.a. Staff Record - Physical Examination Description: Two staff members #A and F did not have physicals in their file after 30 days of employment - see checklist. Repeat violation: Previously cited on 12/18/2025, 4/21/2025	Staff will be notified to complete physical as soon as possible	5/1/26	
8 251.05(2)(a)4.d. Staff Record - Educational Qualifications Description: One staff member #D, did not have her educational qualifications in her file after 6 months of employment - see checklist.	Staff member will request copy of transcripts to show qualifications	5/11/26	
9 251.05(3)(b) Abusive Head Trauma Prevention Training Description: Two staff members #A & B did not have abusive head trauma completed prior to working with children - see checklist. Repeat violation: Previously cited on 12/18/2025	Staff members will complete Abusive head trauma training	5/22/26	

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10	<p>251.06(2)(i) Deteriorating Paint</p> <p>Description: The infant room had a wall on the right side, same side as the door, that had chipping paint that was taped.</p> <p>The indoor large muscle room had holes in the wall and chipping paint on the outside door wall that needs to be repaired.</p>	<p>Infant wall will be repaired.</p> <p>Activity Room will be repaired or an activity board placed over holes</p>	6/1/26	
11	<p>251.06(9)(d)2.a. Food Storage - Dry Food</p> <p>Description: There was a box of cheerios and 2 bags of chips in the kitchen that the bags were opened and taped shut. These need to be put into a baggie or food grade plastic.</p>	<p>All open bags will be placed in baggies that seal or plastic containers</p>	5/1/26	
12	<p>251.07(6)(i)1. Washing Child's Hands & Face</p> <p>Description: based on observation on 4/29/26, the staff member in the infant room did not wash a child's hand after changing their diaper.</p>	<p>Staff members will be retrained in proper diapering techniques</p>	5/22/26	
13	<p>251.07(6)(i)2. Adult Handwashing</p> <p>Description: based on observation on 4/29/26 the staff member in the infant room did not wash her hands after changing a child's diaper.</p>	<p>Staff will be re-trained in proper hand washing techniques</p>	5/22/26	

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14	<p>251.09(1)(L) Infant & Toddler - Soft Materials In Cribs</p> <p>Description: Based on observation on 4/29/26, two infants were sleeping on blankets and each crib had a blanket over the side of the crib. All blankets need to be removed and not used with children under the age of one.</p> <p>Repeat violation: Previously cited on 4/21/2025</p>	<p>Staff will be retrained in proper infant sleep</p> <p>Administrative Staff will conduct more observations</p>	<p>5/22/26</p> <p>Immediately</p>	
15	<p>251.09(4)(a)3. Infant & Toddler - Diaper Changing Surface Disinfection</p> <p>Description: Based on observation on 4/29/26, the following was observed:</p> <p>The changing pad in the 2-3 year old room had rips in the middle and needs to be replaced.</p> <p>The staff member did not disinfect the diaper pad in the infant room after changing a child's diaper.</p>	<p>The changing pad will be replaced in all rooms</p> <p>Staff will be retrained in proper disinfecting techniques</p>	<p>5/18/26</p> <p>5/22/26</p>	

NAME - Agency Worker
Jill Kellner, Dao Xiong

Date Issued
4/30/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

5/14/26