DEPARTMENT OF CHILDREN AND FAMILIES
Division of Early Care and Education

STATE OF WISCONSIN

Date Correction Plan Due	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL
7/7/2026		608-422-6765

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
Kaylee's Garden Llc	4000590004 / 001 - 2004965

Address - Facility (Street, City, State, Zip Code)	Telephone Number	Date - Regulation Visit
1293 N Sherman Ave Madison WI 537044236	608-709-1755	6/11/2026

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(6)(b) **Current, Accurate Daily Attendance Record** Description: Attendance was not current and accurate when Child 2 was signed in to but not present in the Apple Blossom room.	Child 1 & Child 2 were on the playground. The teacher was removing the children from the AB class to return to their class. Child 2 has ASD & was attempting to elope & enter the building without a teacher. The teacher, in prioritizing the safety of Child 2, grabbed Child 1 & Child 2 & took them both into the building & back to their class. The teacher had already signed Child 1 out of the AB class, but in her attempt to stop the elopement lost sight of signing Child 2 out of the AB class. Upon settling the children in their own classroom, she contacted a member of the leadership team who was also supporting the AB class & asked them to assist her in marking Child 2 out of the AB class, which the leadership team member then did. As a corrective action, teachers were reminded to ask for assistance immediately when they need help or to provide direct instruction to the other teachers.	6/11/2026	9/16/26 CS
2	251.09(2)(bm) **Infant & Toddler - Sleep Position** Description: Infants were not immediately placed to sleep in cribs, as required. Two were sleeping in bouncer seats and a third was sleeping on a boppy pillow, risking death by positional asphyxiation.	At the time of this incident, Teacher 1 was changing a diaper & Teacher 2 was rocking another infant to sleep & then placed the child in their crib.Teacher 1 finished changing the diaper & then immediately removed one of the infants from the bouncy & placed them to sleep in their crib. Teacher 2 then picked up the infant on the floor & placed them in their crib. Teacher 1 then picked up the 2nd infant in the bouncy & placed that child in their crib. Going forward, the teachers have been advised to ask parents for doctor's notes and/or to add such direction to a child's care plan (for those with disabilities).Teachers were reminded to ask for add'l support to assist in moving infants to their cribs if they are all falling asleep at once. Bouncy chairs were removed as a precaution. Teachers have agreed to complete additional training on Safe Sleep.	6/15/2026	9/16/26 CS

NAME - Agency Worker
Cierrena Schoville

Date Issued
6/23/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed
7/16/2026