

|                                      |  |  |
|--------------------------------------|--|--|
| Date Correction Plan Due<br>7/7/2025 | <b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b> | TO FILE A COMPLAINT CALL<br>715-930-1148 |
|--------------------------------------|--|--|

**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<br><br>Little Sprouts | Provider Number / Facility ID Number<br><br>2000591072 / 002 - 2006280 |
|---|--|

|  |                                  |                                      |
|--|----------------------------------|--------------------------------------|
| Address - Facility (Street, City, State, Zip Code)<br>425 Technology Dr E Menomonie WI 547512300 | Telephone Number<br>715-814-9052 | Date - Regulation Visit<br>5/14/2025 |
|--|----------------------------------|--------------------------------------|

|   | Rule/Statute Number<br>Noncompliance Statement   | Correction Plan   | Expected Completion Date                    | Verification Date |
|---|--|---|---|-------------------|
| 1 | 251.04(6)(b)<br><b>Current, Accurate Daily Attendance Record</b><br><br>Description: According to staff and a review of the attendance records, staff did not consistently maintain a current and accurate written record of attendance when staff missed signing children in or out on the attendance record. A staff member was observed and confirmed that she reviewing the arrival and departure information in the computer system to complete the attendance records reviewed by Licensing representatives. | - Implementation of name to face accountability sheet<br>- Mgmt sign off on completed attendance sheets<br>- All staff complete review name to face training on 5.20.25 | 5.20.2025<br><br>5.20.2025<br><br>5.20.2025 |                   |

Name - Certified Operator / Licensed Center

Provider Number / Facility ID Number

Little Sprouts

2000591072 / 002 - 2006280

Address - Facility (Street, City, State, Zip Code)

425 Technology Dr E Menomonie WI 547512300

Telephone Number

715-814-9052

Date - Regulation Visit

5/14/2025

|   | Rule/Statute Number<br>Noncompliance Statement  | Correction Plan   | Expected Completion Date  | Verification Date |
|---|---|---|---|-------------------|
| 2 | <p>251.055(1)(a)<br/><b>Supervision Of Children</b></p> <p>Description: On 05/14/25, the center self-reported each child was not supervised by a child care worker who is within the sight and sound of the children to guide the children's behavior and activities, prevent harm and ensure safety, when without staff's knowledge, an 11 months-old child and one-year-old child left the Mini Sprouts Room through a propped-open door and was observed outside by staff in another room. The children were unsupervised outside for around 13 minutes. In addition, the staff left two children in the room unattended while she first retrieved and returned one child and then the other.</p> <p>Repeat violation: Previously cited on 7/12/2024, 11/20/2023, 10/12/2023</p> | <ul style="list-style-type: none"> <li>- Staff member was coached on 5.14.2025 and written up.</li> <li>- Staff member was assigned CCEI classes to review indoor Safety of classroom.</li> <li>- implementation of name to face accountability sheet</li> <li>- all staff will attend Supervision training through Western Dairy Land</li> </ul> | <p>5.14.2025</p> <p>5.28.2025</p> <p>5.20.2025</p> <p>due by 12.31.2025</p> |                   |
| 3 | <p>251.055(1)(f)<br/><b>Child Tracking Procedure</b></p> <p>Description: On 05/14/25, the center self-reported that staff did not implement and adhere to a procedure to ensure that the number, names, and whereabouts of children in care are known to assigned child care workers at all times when staff in the Mini Sprouts Room did not know the whereabouts of an 11 months-old and one year old child who had left the room and were outside for approximately 13 minutes until staff from another room asked about the children.</p> <p>Repeat violation: Previously cited on 11/20/2023, 10/12/2023</p>   | <ul style="list-style-type: none"> <li>- Implementation of name to face accountability sheet</li> <li>- all staff were coached on child tracking during staff meeting</li> <li>- all staff will attend Supervision training through Western Dairy Land</li> </ul>   | <p>5.20.2025</p> <p>5.20.2025</p> <p>due by 12.31.2025</p>                  |                   |

Name - Certified Operator / Licensed Center

Provider Number / Facility ID Number

Little Sprouts

2000591072 / 002 - 2006280

Address - Facility (Street, City, State, Zip Code)

425 Technology Dr E Menomonie WI 547512300

Telephone Number

715-814-9052

Date - Regulation Visit

5/14/2025

|   | Rule/Statute Number<br>Noncompliance Statement   | Correction Plan  | Expected Completion Date | Verification Date |
|---|--|--|--------------------------|-------------------|
| 4 | <p>251.06(2)(gm)<br/>Premises - Well Drained, Clean, In Good Repair</p> <p>Description: A window in the Mini Sprouts' Room was not in good repair, which prevented staff from safely opening it to allow for air circulation. The director put in a service request to have the window repaired upon notification.</p> <p>Repeat violation: Previously cited on 10/25/2023</p> | <p>-mgmt will be doing weekly inspections of high traffic items to ensure they're in working order</p> | <p>5.14.2025</p>         |                   |

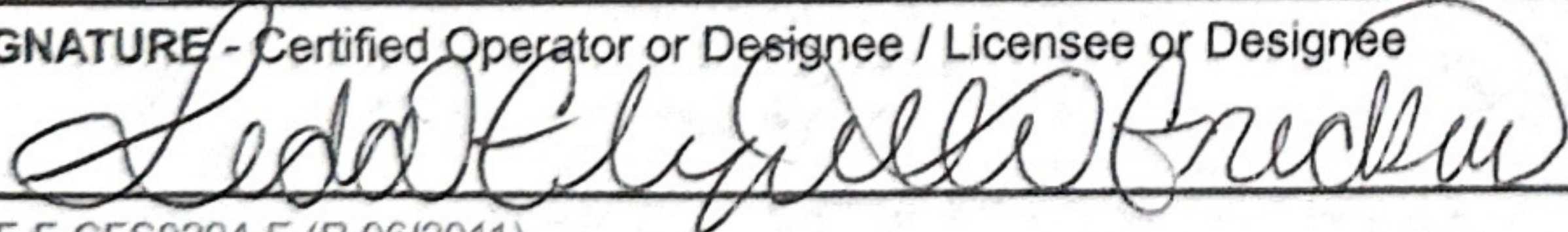
IAME - Agency Worker

April Callihan

Date Issued

6/23/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee



Date Signed

7.7.2025