

DEPARTMENT OF CHILDREN AND FAMILIES  
Division of Early Care and Education

TO FILE A COMPLAINT CALL  
920-785-7811

Date Correction Plan Due  
4/22/2025

**NONCOMPLIANCE STATEMENT AND CORRECTION PLAN**

**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.

Provider Number / Facility ID Number

1000592531 / 001 - 2007680

Name - Certified Operator / Licensed Center

Community Builders Childcare Llc

Telephone Number

920-228-3244

Date - Regulation Visit

4/7/2025

Address - Facility (Street, City, State, Zip Code)  
201 E Birch St Black Creek WI 541069756

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.05(2)(a)3.a. <b>Staff Record - Physical Examination</b>  Description: Based on record review on 4/7/25 according to the Staff Record Checklist Staff Member E failed to have a health report on file.	I talked with staff 4/8 when I was back in office. Form will be turned in by 4/10.	4/10/25	
2	251.055(2)(d) <b>Mixed Age Group With Children Under Age 2 - Group Size</b>  Description: Based on observation on 4/7/25 The Mixed Age Group With Children Under The Age Of 2 Exceeded Maximum Group Size . 9 children were present in the Gross Motor/Lobby from 3:23-3:43pm.	I misheard licensing agent and Large motor rooms went off outside rules because its not considered a room. Staff were notified + will follow.	4/8/25	

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 Noncompliance Statement

3

251.06(2)(m)  
**Cleaning Aids - Equipment**

Description: Based on observation on 4/7/25 A Bucket Full of Mop Water along with a mop was within the Gross Motor/Lobby area. Additionally the Laundry Room door was open with cleaning supplies that were accessible to children playing within the Gross Motor/Lobby area.

Staff was talked to + reminded door needs to stay shut. From now on cleaning will be done @ nap time and end of shift to ensure no kids are present

4/8/25

4

251.06(3)(b)4.  
**Emergencies - Record Of Fire / Tornado Drills**

Description: Based on record review the program conducted a fire drill on March 3 at 1:38pm. The program failed document the practice emergency drill.

Owner was out during drill. owner talked with admin about making sure this gets marked.

4/7/25

5

251.06(4)(jm)2.  
**Fire Alarms & Smoke Detectors - Testing**

Description: Based on record review the program failed to test the smoke alarms monthly. The program failed to test and document the results of the smoke detectors in the month of March 2025.

Fire alarms / smoke detectors were checked March 3, Batteries were changed just forgot to document.

4/7/25

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6	251.06(9)(d)2.a. <b>Food Storage - Dry Food</b>  Description: Based on observation on 4/7/25 crackers, cinnamon veggie straws and cereal were not stored within a food grade storage container. The dry food was stored in it's original container/bags that were rolled and taped.	Food is now in zip lock bags.	4/7/25	
7	251.09(4)(a)5. <b>Infant &amp; Toddler - Soiled Diapers Disposal</b>  Description: Based on observation of the shared bathroom between the toddler classrooms on 4/7/25 failed to have a hands free garbage container. Diapers were disposed of in a garbage that failed to be covered and was not hands free.	Staff were talked about keeping lids on diaper cans. A new step on can was added 4/8	4/8/25	

\* Licensing Checklist will be revisited Monthly to ensure rules will be met.

NAME - Agency Worker  
Cassandra Debauche

Date Issued  
4/8/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed  
4/9/25