

Date Correction Plan Due
3/21/2025

NONCOMPLIANCE STATEMENT AND CORRECTION PLAN

TO FILE A COMPLAINT CALL
608-432-6705

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, 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

Woodland Montessori School

Provider Number / Facility ID Number

2000557962 / 001 - 120057

Address - Facility (Street, City, State, Zip Code)
1124 Colby St Madison WI 53715

Telephone Number
608-256-8076

Date - Regulation Visit
3/6/2025

Rule/Statute Number Noncompliance Statement		Correction Plan	Expected Completion Date	Verification Date
1	<p>251.04(6)(b) Current, Accurate Daily Attendance Record</p> <p>Description: A current, accurate attendance record was not maintained when five children were in attendance but were not signed into their classroom (Classroom 1).</p>	<p>Staff were made aware that there were five children present who had not signed in. We have reviewed the procedure and are implementing additional oversight on the sign-in and sign out sheets to ensure accuracy and compliance.</p>	3/7/2025	3/7/2025

NAME - Agency Worker
Casey Allison, Brandon Drost

Date Issued
3/7/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed