

Date Correction Plan Due 11/10/2025	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 920-785-7811
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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)(f) 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 Man-Tr Ymca - Child Development Ctr		Provider Number / Facility ID Number 3000558593 / 001 - 420548		
Address - Facility (Street, City, State, Zip Code) 205 Maritime Dr Manitowoc WI 54220		Telephone Number 920-482-1515	Date - Regulation Visit 9/24/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.055(1)(h) Procedure If Absent Without Prior Notification Description: The center self-reported that on September 15, 2025, the center failed to contact the parent(s) when a five-year-old child did not arrive at the center after school, as scheduled. The parent found the child alone outside of the child's home.	Staff have been retrained on immediate parent notification for unreported absences. Children's emergency information cards have been placed in classrooms for easy access - Administration will monitor compliance to ensure all children are accounted for.	9-17-25	

NAME - Agency Worker
Jessica Farah

Date Issued
10/27/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Marysue Fundra

Date Signed
10-29-25