

Date Correction Plan Due 2/3/2026	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)(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 The Y Child Care At Trinity Lutheran		Provider Number / Facility ID Number 9000559219 / 030 - 2004293		
Address - Facility (Street, City, State, Zip Code) 140 N 7Th Ave West Bend WI 530953200		Telephone Number 262-808-8743	Date - Regulation Visit 1/2/2026	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.055(1)(b) Supervision - Teacher Per Group Of Children Description: On 12/22/25, based on review of a self report, a 17 year old assistant teacher was left alone in the Learning garden classroom for approximately 2.5 minutes. 16 and 17 year old assistant teachers are not to be in sole supervision of children.	<ul style="list-style-type: none"> • All Staff 16 & 17 yrs old are colored in grey on the schedule to ensure everyone is aware that they may not be left alone in a classroom at any time. • Staff are also reminded to use the classroom phone, the communication app, or the group chat for any necessary communication. Leaving the classroom to relay a message is not permitted as supervision must be always maintained. 	1/6/2026	
2	251.055(2)(c) Mixed-Age Group - Staff-To-Child Ratio Description: On 12/22/25, based on review for a self report, the Learning Garden room was out of ratio for a mixed age group when there were three 3 yr olds, eleven 4 yr olds, and three 5 yr olds (17 children total) with 1 child care staff (weight of 1.315) for approximately 2.5 minutes. Repeat violation: Previously cited on 2/25/2025	<ul style="list-style-type: none"> • Each classroom has a ratio sheet located in its binder to help staff verify that they are operating within the required ratios. If there is any uncertainty after reviewing the sheet, staff should promptly consult the director, site lead, or their co-teachers for clarification. 	1/6/2026	

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3	251.07(2)(e)3. Prohibited Actions - Physical Restraint, Restriction, Enclosure Description: On 12/22/25, based on review of a self report, a 4 yr old child was forcefully placed into a chair and restrained with the child's arms pinned down by a child care teacher, while the child was crying and trying to get away.	<ul style="list-style-type: none"> The recent staff meetings focused on understanding children's behavior and identifying effective approaches for responding to it. Discussion included distinguished between sensory-driven behavior and intentional behavior, as well as exploring strategies to adjust the classroom environment to better support needs. Staff were also reminded of the organization's Code of Conduct, specifically the expectation that physical contact with children must never be used as a means of managing behaviors. Appropriate, nonphysical strategies should always be used to ensure a safe and supportive environment for all children. 	1/30/2026

NAME - Agency Worker
Jessica Farah

Date Issued
1/20/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Missa Keserovoy

Date Signed

1-29-26