

Date Correction Plan Due 4/3/2026	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 608-422-6765
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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 Renewal Unlimited - Beaver Dam Head Start		Provider Number / Facility ID Number 8000577858 / 028 - 2001159		
Address - Facility (Street, City, State, Zip Code) 311 Dodge Dr Beaver Dam WI 539161163		Telephone Number 920-887-7503	Date - Regulation Visit 3/18/2026	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.05(2)(a) Staff Record - Maintenance & Availability Description: Staff files were not available for examination at the center during the monitoring visit, as required.	All Beaver Dam Center-Based staff files have been uploaded to a flash drive. The flash drive has been delivered to the site and the Early Childhood Supervisor, the Parent Educator Supervisor, and the Family Resource Center Aide will be keeping the flash drive in a locked box to protect the confidentiality of these records. The Licensing Specialist will be able to ask any of these three staff members for access to the flash drive.	03/26/2026	

NAME - Agency Worker
Kimberly Liebhart

Date Issued
3/20/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Suzanne M. Hoppe

Date Signed
03/27/2026