

Date Correction Plan Due 5/4/2026	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 Just 4 Kids Child Care		Provider Number / Facility ID Number 9000590799 / 002 - 2005946		
Address - Facility (Street, City, State, Zip Code) 2725 Sussex Rd Green Bay WI 543117295		Telephone Number 920-468-5626	Date - Regulation Visit 1/9/2026	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	<p>251.055(1)(a) Supervision Of Children</p> <p>Description: The program self reported that on January 5, 2026, at around 10:36am child care workers were not supervising a two-year-old child when the child left the center unnoticed. The child exited the building through a side door, on the opposite side of the building. The child walked approximately 0.7 miles and was found on the corner of Sussex Rd and Edinburgh Rd by a mailman. The mailman, with the help of a neighbor, returned the child to the child's home. The child was returned to the center by the child's parent at 11:10am. The workers were not aware the child was missing.</p>	<p>At 10:35am the preschool group split to prepare for nap. At 10:40am the director took a phone call from the mailman asking if all the children were accounted for. The director took steps to verify with staff that all children were present. During this process the mother called to notify us that her child was in her care. The parent brought the child back to the center and with reassurance that the situation was being examined, she felt comfortable and left the child in our care. When looking into the situation, it was determined that the child had left the center to walk home during the time the nap area was being set up. When reviewing the situation with the family, they disclosed that the child had left their home without supervision in the past. They had to install additional protective measures in their house to prevent him from leaving on his own. The center is nestled in a neighborhood which allows several families to walk to and from the center, like this family. Being proactive, the director, revised the enrollment process to include asking parents how they arrive and depart from the center and if the children have a tendency to wander off without supervision. We installed door alarms on the side exits that go off when the door is opened. White boards were also installed by the classroom doors, where the staff write the number of current children in their care to work in tandem with the state approved classrooms sign in and out sheets. The director has a tracking sheet for all children assigned to the center each day and does random room checks. The tracking procedures were reviewed with all employees on 1/5/26. The tracking policy was reviewed and documented at the 1/26/2026 staff meeting. It will be reviewed and documented again at the 6-month mark at the June 2026 staff meeting.</p>	1/13/2026	

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2	251.055(1)(b) Supervision - Teacher Per Group Of Children Description: Based on a complaint investigation on 1/5/26 an assistant teacher was left alone within the preschool classroom with a group of children while the lead teacher went to an adjoining classroom to put out nap time mats. The assistant teacher was left alone for approximately 10-15 minutes.	At 10:35am the lead preschool teacher took several children to the nap area to prepare for nap. The assistant teacher remained in the main group area with the other group of children. The nap area is within sight and sound of the main classroom by way of the bathroom, adjoining windows, and the top halves of the doors being open. Going forward, the preschool group will go together into the nap area and have group activities while the mats are being prepared. we have opted to have groups of children remain together regardless of room layout. The staff was instructed of this on 1/5/2026. It was reviewed at the staff meeting on 1/26/2026 and will be address again at the 6-month mark at the June staff meeting.	1/5/2026

NAME - Agency Worker
Cassandra Debauche

Date Issued
4/20/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

Jill Klugger - Director

4/28/2026