Date Correction Plan Due	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL
10/15/2025		715-361-7700

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.

RECEIVED
State of Wisconsin
OCT 17 2025
Dept of Children and Families
Rhinelander Regional Office

Name - Certified Operator / Licensed Center		Provider Number / Facility ID Number
A.E. Academy		2000591902 / 001 - 2007135
Address - Facility (Street, City, State, Zip Code)	**Telephone Number**	**Date - Regulation Visit**
1052 Dorr Ave Rhinelander WI 545013905	715-365-3440	9/16/2025

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.05(2)(a)2. **Staff Record - Completed Background Check** Description: Per staff interview and review of the daily attendance sheet, Staff C did not have an approved DCF background check on file prior to working at the child care center. Repeat violation: Previously cited on 8/25/2025	All background's, ATT are completed prior to stepping foot @ AE Academy. Orientation is done after hours and staff do not start until completed.	8/26/2025	
2	251.06(2)(n) **Garbage Containers - Construction & Disposal Schedule** Description: The garbage in the upstairs classroom contained diapers and waste from the prior day and had not been emptied. The kitchen garbage contained food waste from the prior day and had not been emptied.	Trash/garbage is empty/emptied each day – liners are put in the morning to ensure each can is emptied. An additional staff cleaning sheet/ checklist is completed daily.	8/26/2025	

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	Rule/Statute Number **Noncompliance Statement**	**Correction Plan**	**Expected Completion Date**	**Verification Date**
3	251.09(4)(a)5. **Infant & Toddler - Soiled Diapers Disposal** Description: Diapers were disposed of in a garbage container that did not have a lid.	Staff were retrained – Only using trash cans w/ lids	8/26/2025	

NAME - Agency Worker
Heather Struck

Date Issued
10/1/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed
10/11/2025