

Date Correction Plan Due
7/31/2024

NONCOMPLIANCE STATEMENT AND CORRECTION PLAN

TO FILE A COMPLAINT CALL
608-422-6765

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 252.4(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

Provider Number / Facility ID Number

La Petite Academy Monona

8000558368 / 011 - 1001675

Address - Facility (Street, City, State, Zip Code)
6500 Bridge Rd Monona WI 53713

Telephone Number
608-222-0328

Date - Regulation Visit
7/8/2024

Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
<p>1 251.04(2)(L)1.b. Department Notices Posted</p> <p>Description: An enforcement action notice listing violations that is required to be posted in the center by the license only included the cover page and was missing the subsequent pages.</p>	<p>All pages were added date of visit. Going forward all pages will be posted with enforcement given.</p>	7/8/24	
<p>2 251.04(6)(b) Current, Accurate Daily Attendance Record</p> <p>Description: Attendance was not current and accurate in the Toddler B room on 7/2/24 when two children who were signed in that day were not signed out.</p> <p>Repeat violation: Previously cited on 3/15/2024, 4/18/2023</p>	<p>All staff have been reminded to ensure our children are signed out at end of day. A retraining will take place @ staff mtg on Aug 1st</p>	7/22/24 8/11/24	

Name - Certified Operator / Licensed Center

Provider Number / Facility ID Number

La Petite Academy Monona

8000558368 / 011 - 1001675

Address - Facility (Street, City, State, Zip Code)
6500 Bridge Rd Monona WI 53713

Telephone Number
608-222-0328

Date - Regulation Visit
7/8/2024

Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
<p>3 251.05(2)(a)6. Staff Record - Days & Hours Worked</p> <p>Description: Documentation of days and hours worked, and in which classroom when the person was included in the staff-to-child ratio was missing when a staff person who had signed into the Toddler B room on 7/1/24, 7/2/24 and 7/3/24 in the Toddler B room did not sign out on those dates, and when a staff person who had signed into the Infant 2 room on 7/1/24 did not sign out.</p> <p>Repeat violation: Previously cited on 3/15/2024</p>	<p>All staff have been reminded & will be undergoing a retraining of staff meeting on Aug 1st on proper face to name signing in staff</p>	<p>7/11/24 3 8/1/24 3</p>	<p>on going</p>

NAME - Agency Worker
Amy Anderson

Date Issued
7/17/2024

SIGNATURE - Certified Operator or Designee/Licensee or Designee

Date Signed

Jenny Pauer

7/22/24