

Date Correction Plan Due 5/3/2024	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 La Petite Academy		Provider Number / Facility ID Number 8000 58368 / 028 - 2006591		
Address - Facility (Street, City, State, Zip Code) 1750 Cardinal Ln Green Bay WI 543137121		Telephone Number 920-434-8002	Date - Regulation Visit 4/15/2024	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(6)(b) Current, Accurate Daily Attendance Record Description: The birthdate for a 1 1/2 year old child was incorrect on the sign in sheet in the 2 year old room.	Training was given to all staff on how to fill out name to face	9/18	9-23-24 JB
2	251.05(2)(a)8. Staff Record - Orientation Description: Staff member A on the staff record checklist did not have documentation of a completed orientation form in the file.	Management has checked all staff records and completed orientation.	9/18	9-23-24 JB

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3	<p>251.055(1)(b) Supervision - Teacher Per Group Of Children</p> <p>Description: Based on sign in sheets and interviews the center failed to have staff in the 1 1/2 year old room who met the minimum training requirements on multiple days in March of 2024.</p>	<p>Training was given to all staff on filling out name to face</p>	<p>9/18</p>	
4	<p>251.055(2)(b) Staff-To-Child Ratios - Minimum</p> <p>Description: Based on documentation and interviews the center failed to meet child to staff ratios in the 1 1/2 year old room from 7:20 am until 1:15 pm and in the 2 year old room on 3/22/24 from 11am until 3 pm. The records indicated that the center failed to meet ratios in the 2 year old room on 3/26/24 and the center did not have complete records for the 1 1/2 year old room on 3/25/24.</p> <p>Repeat violation: Previously cited on 2/22/2024</p>	<p>We have hired teachers to tend to all ratios</p>	<p>9/27</p>	

NAME - Agency Worker
Jody Beyer

Date Issued
4/19/2024

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SIGNATURE - Certified Operator or Designee / Licensee or Designee

Angela Malo

Date Signed

9/18/24