

Date Correction Plan Due 7/8/2025	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 La Petite Academy Verona		Provider Number / Facility ID Number 8000558368 / 022 - 1009019		
Address - Facility (Street, City, State, Zip Code) 220 Cross Country Rd Verona WI 53593		Telephone Number 608-848-4769	Date - Regulation Visit 5/29/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(2)(c) Current, Accurate Information Description: During the investigation process, staff shared instances where tracking sheets were inaccurate when staff would sign in and leave the room to complete other tasks.	scheduling additional staff in the morning, so that classroom staff (in ratio) wont leave the classroom out of compliance to preheat oven + prep breakfast	changes took place on 5/30/25	
2	251.04(3)(i) Report - Unknown Whereabouts Or Left Premise Description: The program did not report to the department an incident involving a child who left a classroom and was out of supervision.	Staff child of new here forgot to call/email will be sure to report if ever happens again. Parent was present at the time.	5/30/25	

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3 251.04(6)(a)6m. Child Record - Immunization History Description: Child 2 did not have documentation on file of an immunization history. Repeat violation: Previously cited on 8/9/2023	currently correcting by having families provide updated info needed	7/25/25	
4 251.05(3)(c) Cardiopulmonary Resuscitation Training Description: Staff A did not have a current certificate of completion for infant and child CPR/AED training on file when the last certificate had expired October 2024. Repeat violation: Previously cited on 3/20/2025, 4/4/2024, 8/9/2023	all staff are current in CPR / pending for 3 new hires but scheduled for 7/19 as 9-1p	7/19/25	
5 251.05(3)(cm) Child Abuse & Neglect - Biennial Training Description: Staff B did not have documentation on file of having completed child abuse and neglect training every 2 years when the last certificate was dated March 2023. Repeat violation: Previously cited on 7/31/2024, 4/4/2024, 8/9/2023	all staff current on child abuse & neglect training.	5/30/25	

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6	<p>251.055(1)(a) Supervision Of Children</p> <p>Description: Each child was not supervised by a child care worker who is within the sight and sound of children to guide behavior, prevent harm and ensure safety when a child left a downstairs classroom undetected and was found upstairs by another a staff member.</p> <p>Repeat violation: Previously cited on 3/20/2025</p>	same as # 2	5/30/25	
7	<p>251.055(2)(a) Group Size - Maximum</p> <p>Description: In a review of attendance for 13 days in May 2025, the number of children in a group exceeded the maximum number allowed in the Infant 1 room, Infant 2 room, the EPS room and the PreK room on multiple occasions.</p> <p>For example, on May 7 the Infant 1 room had up to 13 children in a group of infants and toddlers for over 5 hours where the maximum group size is eight. Additionally, on May 15 the Infant 1 room was over max group size for the majority of the day.</p> <p>On May 27, the EPS room had up to 13 children in a group that included a child under 2 years old for the majority of the day.</p>	adjusted staff schedules to reflect morning ratios / adjusted management schedules / scheduled "OT" to cover the entire day in ratio compliance	5/30/25	

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8	<p>251.055(2)(b) Staff-To-Child Ratios - Minimum</p> <p>Description: In a review of attendance for 13 days in May 2025, the staff-to-child ratio was not met in multiple classrooms. For example, on May 7, 8, and 9 the Infant 1 room was over ratio for approximately one hour when one teacher was alone with up to 12 children when the ratio requires one teacher, to four children. On May 28, in the Infant 2 room, one teacher was caring for five children for over six hours. On May 8 in the EPS room, one teacher was alone with eight 2-year-old children for approximately six hours when the ratio requires one teacher, to six children.</p>	Same as #7	5/30/25	
9	<p>251.055(2)(c) Mixed-Age Group - Staff-To-Child Ratio</p> <p>Description: In a review of attendance for 13 days in May 2025, the staff-to-child ratio was not met when on May 7 and May 8 the PreK room was over ratio for several hours when one to two teachers were in ratio with 24-25 children ages 2 years to 12 years.</p>	was unaware - we currently use weighted ratios. will be more diligent running #'s & having staff notify management if they go over ratios so necessary adjustments are made.	5/30/25	
10	<p>251.09(1)(e) Infant & Toddler - Provider Training</p> <p>Description: Staff A did not have a 10-hour department approved course in infant and toddler care within 6 months after assuming the position.</p> <p>Repeat violation: Previously cited on 4/4/2024, 8/9/2023</p>	staff is currently enrolled in class	7/27/25	

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Rule/Statute Number
Noncompliance Statement

Correction Plan

Expected
Completion Date

Verification
Date

*View previous
page*



NAME - Agency Worker
Sara Bossingham Obrien

Date Issued
6/24/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed
6/23/25