

Date Correction Plan Due 2/11/2026	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)(l) 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 Montana Avenue		Provider Number / Facility ID Number 8000558368 / 020 - 1008687		
Address - Facility (Street, City, State, Zip Code) 2380 Montana Ave Sun Prairie WI 53590		Telephone Number 608-837-0233	Date - Regulation Visit 1/12/2026	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.05(2)(a)3.a. Staff Record - Physical Examination Description: Health reports were not located in files for Staff A and B.	Staff were given a due date to have health report returned. Staff B no longer employed	3-2-26	
2	251.05(2)(a)6. Staff Record - Days & Hours Worked Description: Review of attendance documentation for the week of January 5, 2026, showed 12 instances where staff signed in but did not sign out of classrooms. Repeat violation: Previously cited on 9/30/2025, 5/29/2025	Staff will complete additional face to name training during staff meeting Director + AD will do random face to name verifications throughout the day	3-13-26 & ongoing	

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2380 Montana Ave Sun Prairie WI 53590		608-837-0233	1/12/2026	
Rule/Statute Number	Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
3	<p>251.05(3)(b) Abusive Head Trauma Prevention Training</p> <p>Description: Staff B and Staff D did not complete department-approved training in abusive head trauma, and appropriate ways to manage crying, fussing, or distraught children prior to beginning to work with children under 5 years of age.</p>	<p>Staff B + D no longer employed.</p> <p>Going forward, a Secondary management will verify staff file completion.</p>	<p>2-13-26 + Ongoing</p>	
4	<p>251.05(3)(f)3. Child Care Teacher - Entry-Level Training</p> <p>Description: Staff worked alone with children in the preschool room without first completing entry level training to qualify as a lead teacher, including Staff A and Staff C the morning of January 7 and Staff C the afternoon of January 8.</p> <p>Repeat violation: Previously cited on 8/18/2025</p>	<p>Staff C will be enrolled in lead qualified courses. We will be utilizing qualified teachers from other locations in the interim to ensure a lead is in the room.</p>	<p>2-18-26 + Ongoing</p>	
5	<p>251.055(2)(b) Staff-To-Child Ratios - Minimum</p> <p>Description: Staff C cared for 19 children alone for over 20 minutes on Thursday, January 8, 2026, starting at 3:00PM. The group included seven 3-year-olds, five 4-year-olds and seven children who were at least 5-years-old.</p> <p>Repeat violation: Previously cited on 8/18/2025, 7/18/2025, 5/29/2025, 2/21/2024</p>	<p>A.D. was trained on proper ratios + given state worksheet.</p> <p>A.M. will spot check classroom face to name sheets + ratios + each visit.</p>	<p>2-18-26 + Ongoing</p>	

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6	251.06(2)(gm) Premises - Well Drained, Clean, In Good Repair Description: The premises was not maintained to prevent the entrance or harborage of bugs when there were food bits under all the kitchen equipment and under the dishwasher there was an old spider web and dead ants on the ground. Repeat violation: Previously cited on 9/30/2025, 7/2/2025	Work orders placed for pests & moving large appliances to allow a deep clean.	3.1.26
7	251.06(9)(d)2.a. Food Storage - Dry Food Description: Multiple packaged foods that had been opened were not stored in bags with zip-type closures or metal, glass or food grade plastic containers with tight-fitting covers.	will be A.D. was trained on proper food service & storage. Audit completed on Storage & order placed for additional bins.	3.2.26

NAME - Agency Worker
Cierrena Schoville, Sarah Stormont

Date Issued
1/28/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Rebecca Priest

Date Signed
2.18.26