

<b>Date Correction Plan Due</b> 4/17/2026	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b> 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.

<b>Name - Certified Operator / Licensed Center</b> La Petite Academy Monona		<b>Provider Number / Facility ID Number</b> 8000558368 / 011 - 1001675		
<b>Address - Facility (Street, City, State, Zip Code)</b> 6500 Bridge Rd Monona WI 53713		<b>Telephone Number</b> 608-222-0328	<b>Date - Regulation Visit</b> 2/27/2026	
	<b>Rule/Statute Number</b> <b>Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
1	251.04(6)(b) <b>Current, Accurate Daily Attendance Record</b>  Description: Based on a review of attendance records, attendance was not current and accurate on July 5, 2025 when two children's arrival times were not documented and one child's departure time was not documented. On August 19, 2025, two children's departure times were not documented.  Repeat violation: Previously cited on 7/8/2024, 3/15/2024	All staff will receive refresher training on attendance procedures and licensing requirements through April. Attendance sheets will be reviewed by management throughout the day.	4/30/2026	
2	251.05(2)(a)3.a. <b>Staff Record - Physical Examination</b>  Description: Staff A is missing documentation of having completed a physical examination report within 30 days after the person was hired.  Repeat violation: Previously cited on 12/2/2024	Staff will complete by 4/29/2026	4/29/26	

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3	251.05(2)(a)6. <b>Staff Record - Days &amp; Hours Worked</b>  Description: Documentation of staff hours worked when they were counted in the staff-to-child ratio was missing for a staff person who signed into a classroom on August 19, 2025, but did not sign out.  Repeat violation: Previously cited on 7/8/2024, 3/15/2024	All staff are reminded to sign in and out each time they entered and leave room. Individual training ongoing. Management will do hourly checks to make sure staff are signing in/out	4/30/2026	
4	251.05(3)(c) <b>Cardiopulmonary Resuscitation Training</b>  Description: Staff A is missing documentation of having completed training in infant and child CPR/AED within the past two years.  Repeat violation: Previously cited on 12/2/2024	Staff to enroll by 5/15/2026	5/15/2026	
5	251.055(2)(e) <b>Mixed Age Group Of Children Over Age 2 - Group Size</b>  Description: Based on a review of children's attendance and staff sign-in records, the mixed-age ratio was not appropriate on July 7, 2025 from 4:50 to 5:25 pm when two staff were required for the group of children and only one was signed in. On August 19, 2025, the mixed-age ratio was not appropriate from 3:05 to 3:41 pm when two staff were required for the group and only one was signed in.	Staff ongoing training on mix group ratio Management will conduct ratio checks daily hourly as parents drop off/pick up Staff schedule reflects children arrival/pickup time	4/30/2026	

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6	251.07(6)(i)3. <b>Condition &amp; Sharing Of Personal Care Items</b>  Description: Based on information gathered during a complaint investigation, a young child's personal plastic water bottle was kept at the center in an unsanitary condition on July 7, 2025, when it had visible mold inside the bottle and lid.	Staff receive ongoing training on cleaning/sanitization requirements of personal care items, proper cleaning and identifying unsanitary conditions. Staff will clean and sanitize all cups at the end of closing or send home with families.	4/30/2026

**NAME - Agency Worker**  
Amy Anderson

**Date Issued**  
4/3/2026

**SIGNATURE - Certified Operator or Designee / Licensee or Designee**

*Uniquacy Johnson*

**Date Signed**  
4/21/2026