

NONCOMPLIANCE STATEMENT AND CORRECTION PLAN

TO FILE A COMPLAINT CALL
262-446-7800

Date Correction Plan Due
10/18/2024

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		Provider Number / Facility ID Number	
Mustard Seed Preschool		9000577819 / 001 - 225167	
Address - Facility (Street, City, State, Zip Code)		Telephone Number	Date - Regulation Visit
6321 Heg Park Rd Wind Lake WI 53185		262-895-2785	9/20/2024
Rule/Statute Number	Correction Plan	Expected Completion Date	Verification Date
1 251.05(3)(cm) Child Abuse & Neglect - Biennial Training Description: Staff C did not have required documentation of biennial training in child abuse and neglect laws, identification and reporting procedures. Repeat violation: Previously cited on 10/25/2023	Staff C was advised to take biennial training in child abuse and neglect laws, identification and reporting procedures on 10-17-24 as soon as possible	October 16, 2024	Completed on Oct 13, 2024
2 251.06(9)(d)2.a. Food Storage - Dry Food Description: An open box of Goldfish crackers were not placed in a zip lock style bag or sealed food grade container.	Teachers were advised to keep all snacks in sealed food grade container or a zip lock style bag. 9-23-24 2K's 9-24-24 3K's and 4K's	September 24, 2024	2K's September 23, 2024 3K's 4K's September 24, 2024

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3	<p>251.07(5)(a)4. Meals & Snacks - Minimum Meal Requirements Description: Snacks provided are not including at least two required USDA food components.</p>	<p>Teachers were told for 2K's on 9-23-24 and 3K and 4K's on 9-24-24. A written letter to all parents went home on Thurs., Oct. 10th for 3K and 4K. Fri., Oct. 11th for 2K. Letter will be included in this correction plan.</p>	<p>October 14, 2024</p>	<p>3K and 4K's October 10, 2024 October 11, 2024 for 2K's</p>
4	<p>251.07(6)(dm)4. Medical Log - Reviewing Injury Records Description: Medical log book has not been reviewed in the last six months.</p>	<p>Reviewed medical log and will be reviewed in 6 months (February 2025)</p>	<p>September 20, 2024</p>	<p>September 20, 2024</p>

NAME - Agency Worker
 Charlene Langsdorf

SIGNATURE - Certified Operator or Designee / Licensee or Designee
 Charlene Langsdorf

Date Issued
 10/4/2024

Date Signed
 10-14-2024



Date: October 8, 2024
To: Mustard Seed Parents
From: Kathy Imme, Director

Dear Parents,

The State of Wisconsin Child Care Licensing and Certification Specialist was here on September 20, 2024 for our annual inspection. This is an unannounced visit to assess our operations and compliance with State regulations. Mustard Seed Preschool did very well with our compliance requirements.

Student records/files, teacher records/files and all of our different reports and logs are examined.

One of our non-compliance statements was in regards to the snacks that are being provided. We are required to maintain a log of each daily snack. Snacks need to be from two of the five food group components to be considered reimbursable snacks. These are requirements from the State. As an example, cheese snack crackers and water are not a compliant snack. Acceptable snacks would be: Goldfish crackers & applesauce or yogurt, milk and pretzels, juice with cut up fruit or vegetables. Water cannot be the choice of beverage.

Below is a chart provided by the USDA that outlines snack requirements. When providing snacks for your child's class, please select and bring two of the 5 components as noted for the age group 3-5yrs.

Meal Components and Food Items

Fluid: milk/juice	4 ounces
Meats/meat alternatives	½ ounce equivalent
Vegetables	½ cup
Fruits	½ cup
Grains	½ ounce equivalent