

Date Correction Plan Due 4/30/2026	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 715-930-1148
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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 Shell's Daycare Inc		Provider Number / Facility ID Number 4000579554 / 001 - 1009097		
Address - Facility (Street, City, State, Zip Code) 2911 Tower Ave Superior WI 548805585		Telephone Number 715-392-4669	Date - Regulation Visit 4/6/2026	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(6)(b) Current, Accurate Daily Attendance Record Description: The attendance was not current and accurate on the day of the monitoring visit in two classrooms when four children were signed into the 3 year old room, but six children were in care in that room; and when nine children were signed into the 2 year old room, but only seven children were in care in that room.	Signing Kids in book for new class Sign out of old class during switches / adjustments	4/16/26	
2	251.05(2)(a) Staff Record - Maintenance & Availability Description: The file for Staff D has not been maintained to include all required items, including educational qualifications and preservice trainings.	Signing up for classes by 4/24/26	4/16/26	

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3	<p>251.05(2)(a)2. Staff Record - Completed Background Check</p> <p>Description: The center did not have documentation of a completed child care background check for Staff D that indicates the person is eligible to work in a child care program as specified in s. 48.686, Stats., and ch. DCF 13.</p> <p>Staff D was the sole child care worker in a classroom and was providing care to children on the day of the monitoring visit.</p>	<p>Background Check Aquired on 4/16/26 Had wrong Birthday on file so had to Retake.</p>	4/16/26	
4	<p>251.05(3)(cm) Child Abuse & Neglect - Biennial Training</p> <p>Description: Staff D was missing documentation of having received training within the past two years on child abuse and neglect laws, identification, and reporting.</p> <p>Repeat violation: Previously cited on 6/6/2024</p>	<p>Will have Completed by 4-16-26</p>	4-16-26	
5	<p>251.05(3)(f)3. Child Care Teacher - Entry-Level Training</p> <p>Description: Staff D was providing sole supervision and care to a group of children and did not have the educational qualifications on file documenting that they meet the requirements of the teacher position.</p>	<p>Signed up for Classes. She will not be alone till She has the Right qualifications</p>	4/16/26	

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<p>6 251.055(1)(a) Supervision Of Children</p> <p>Description: Sight and sound supervision of all children to ensure their safety was not met during the monitoring visit.</p> <p>It was observed by the licensing specialist that 4 year old children were travelling from their classroom, across the lunchroom, to the bathroom, unsupervised, on several occasions throughout the visit.</p> <p>It was also observed that a 2 year old child left their assigned group and was alone in the hallway for approx. 45 seconds. When the licensing specialist returned the child to their group, the assigned child care worker was unaware of their whereabouts.</p>	<p>Staff have been notified that Children need to stay with group at all times in bathroom and teacher needs to be in sight + sound at all times</p>	<p>4-16-26</p>	
<p>7 251.055(2)(b) Staff-To-Child Ratios - Minimum</p> <p>Description: Minimum staff-to-child ratios were not met on the day of the visit in the Infant Room when there was only one child care worker scheduled for 5 infants in care. Rule requires that when there are more than 4 children under the age of 18 months in care, a second qualified provider is required to meet staff-to-child ratios.</p>	<p>Started using calculator for Ratios</p>	<p>4/7/24</p>	
<p>8 251.06(3)(b)4. Emergencies - Record Of Fire / Tornado Drills</p> <p>Description: There was no fire drill documented for the month of March 2026.</p>	<p>Drill for march will be done in April</p> <p>April drill will be done on 4/30/23</p>	<p>1st drill 4-14-26</p> <p>2nd 4-30-26</p>	

going to see if the Fire Department will come and pull the Alarm

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9	251.06(4)(jm)2. Fire Alarms & Smoke Detectors - Testing Description: The Director said that the program does not test the smoke alarm detection systems, and the center is not aware of how to test the smoke alarm detection systems.	Fire alarm + Sprinkler is monitored by Johnson Controls. asked For a print out	4-15-26
10	251.07(6)(i)2. Adult Handwashing Description: It was observed during the monitoring visit that staff were not washing their hands before or after diapering and assisting children with toileting.	Staff meeting about handwashing verbal reminder on daily basis	4-16-24
11	251.09(4)(a)3. Infant & Toddler - Diaper Changing Surface Disinfection Description: It was observed during the monitoring visit that the diaper changing surface in the bathroom was not cleaned or disinfected in between uses. There were no cleaning aids (spray bottles, disinfecting wipes, etc.) observed in the bathroom where children are diapered.	Cleaning solution + bottles bought and placed in bathroom and staff verbally told to clean after every kid	4-16-24

NAME - Agency Worker
Amelia Gruber

Date Issued
4/16/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Michelle Davis

Date Signed

4-24-26