

Date Correction Plan Due 2/19/2025	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 262-446-7800
----------------------------------------------	----------------------------------------------------	-------------------------------------------------

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)(i) 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 notice of the sanction and / or penalty and your appeal rights.

Name - Certified Operator / Licensed Center Ms Mary's Learning Center		Provider Number / Facility ID Number 2000587192 / 002 - 2006251		
Address - Facility (Street, City, State, Zip Code) 8050 N Port Washington Rd Fox Point WI 532172645		Telephone Number 414-875-0408	Date - Regulation Visit 1/24/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(3)(h) Report - Change In Room Usage Description: The licensee did not report moving the infant room to a space not previously approved for the care of infants.	I will move portable changing table from the sleeping area to main Room.	1/24/2025	
2	251.05(2)(a)1. Staff Record - Personal Information Description: Staff F did not have documentation of personal information on file such as emergency contacts, address, education, position, and previous work experience, including the reason for leaving previous positions.	Staff will fill out a new document with all information	1/24/2025	

Name - Certified Operator / Licensed Center

Ms Mary's Learning Center

Provider Number / Facility ID Number

2000587192 / 002 - 2006251

Address - Facility (Street, City, State, Zip Code)

8050 N Port Washington Rd Fox Point WI 532172645

Telephone Number

414-875-0408

Date - Regulation Visit

1/24/2025

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
6	251.05(4)(c)9. Continuing Education - Documentation Of 12 Month Period Description: Staff A and C did not have documentation of having completed 15 hours of continuing education in 2024. Repeat violation: Previously cited on 8/6/2024	Working on a 20hr Training will be Finish in 4 weeks	3/7/25	
7	251.06(2)(b) Electrical Or Hot Surface Protection Description: An electric outlet in the boy's bathroom did not have a protective cover on one of the outlets. Repeat violation: Previously cited on 6/13/2023	will check bathrooms outlets through out the day.	1/24/25	
8	251.06(2)(d) Access To Materials Potentially Harmful To Children Description: Soap, isopropyl alcohol, and cleaning supplies were accessible in an unlatched cupboard in the kitchen. The gate between the kitchen and a classroom was open. An order was issued for this violation on August 28, 2024. Repeat violation: Previously cited on 8/6/2024, 4/11/2023	I will make sure Cubbert stays locked and gate stay closed	1/24/25	

Name - Certified Operator / Licensed Center Ms Mary's Learning Center		Provider Number / Facility ID Number 2000587192 / 002 - 2006251	
Address - Facility (Street, City, State, Zip Code) 8050 N Port Washington Rd Fox Point WI 532172645		Telephone Number 414-875-0408	Date - Regulation Visit 1/24/2025
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date Verification Date
13	251.09(1)(j) Infant & Toddler - Crib Mattresses & Coverings Description: Loose fitting sheets were observed on two cribs.	I will buy new sheets for baby bed.	2/21/25
14	251.09(4)(b) Infant & Toddler - Sinks In Self-Contained Area Description: The room used to provide care to infants did not have a sink in it. Repeat violation: Previously cited on 11/30/2023	Will remove sink from sleeping area and place in main area	1/24/25.

NAME - Agency Worker
Cindy Matuszak

Date Issued
2/5/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

2/17/2025