

**INSTRUCTIONS FOR COMPLETING THE CORRECTION PLAN SECTION OF THE  
NONCOMPLIANCE STATEMENT AND CORRECTION PLAN (DCF-F-CFS294)**

I have attached the Noncompliance Statement and Correction Plan (DCF-F-CFS294) dated May 29, 2026 . Please complete this form as follows:

1. In the column titled "Correction Plan," indicate how you intend to correct each noncompliance listed on the form and outline the steps you will take to prevent future violation of the same rule. If you need more space than is provided on the form, attach additional pages and identify the item number to which the correction plan is related. Because completed and approved correction plans will be scanned and linked to the Regulated Child Care and YoungStar Public Search internet site, which shows each provider's violations, please note the following when writing your correction plan:
  - Do not include confidential information, including the names of children and staff.
  - Write in concise, plain English.
  - Be specific when describing what you have done or intend to do to correct each violation. Non-specific statements such as "It will be fixed", "Done", "Will do", "Don't agree" or "This won't happen again" do not provide the reader with any understanding of how the violation has been corrected or how you plan to prevent the violation from occurring again.
  - Be objective, factual and descriptive. The plan should not include derogatory comments, profanity or subjective observations, such as "The licensing specialist doesn't like me."
2. For each noncompliance, enter the date (month, day, year) by which you expect the correction plan to be completed.
3. Sign and date the form. Retain a copy for your records.
4. **Return the completed and signed form to the department by the due date that appears at the top left of the form via:**
  - **Email:** [luzdarys.marquez@wisconsin.gov](mailto:luzdarys.marquez@wisconsin.gov) or
  - **Fax:** (608) 422-6766 or
  - **Mail:** DEPARTMENT OF CHILDREN AND FAMILIES  
BUREAU OF EARLY CARE REGULATION  
SOUTHERN REGION  
PO BOX 8947

MADISON, WI 537088947

If the correction plan and the completion dates are acceptable, the form will be linked to the Regulated Child Care and YoungStar Public Search internet site. If the correction plan or the expected completion dates are not acceptable, you will be contacted in writing or by telephone.

**You are required to post a copy of the Noncompliance Statement and Correction Plan (DCF-F-CFS294) in a conspicuous area near the license so that it is visible to parents. This copy must remain posted until all noncompliances have been verified as corrected and the next DCF-F-CFS294 or DCF-F-CFS785 (Compliance Statement) has been issued. Note: If applicable, do not post the Staff and Child Identification Key. The information on the key is confidential and is meant for your reference only.**

Please take a few minutes to complete the Department of Children and Families (DCF) customer satisfaction survey so that you can tell us about your experience. The responses we receive to the survey will be compiled and reviewed by DCF staff to help us improve our services to child care providers. The survey takes approximately 5 minutes to complete. It is voluntary and anonymous, and there is no penalty for not responding. DCF staff will not be able to tell whether or not you responded to the survey or know what responses you submitted. Please follow this link to provide your feedback: <https://www.surveymonkey.com/r/LicenseFeedback>. Or, if you don't have internet access, contact your licensing office and request a paper version of the survey and a prepaid reply envelope .

Contact me if you have any questions.

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|--|--|---|
| <b>Date Correction Plan Due</b><br>6/10/2026 | <b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b> | <b>TO FILE A COMPLAINT CALL</b><br>608-422-6765 |
|--|--|---|

**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><br>Pequenos Traviesos Llc                    |   | <b>Provider Number / Facility ID Number</b><br>6000587326 / 001 - 2000577  |   |                              |
| <b>Address - Facility (Street, City, State, Zip Code)</b><br>119 Nygard St Madison WI 537132019 |   | <b>Telephone Number</b><br>608-284-9722  | <b>Date - Regulation Visit</b><br>5/29/2026 |                              |
|   | <b>Rule/Statute Number<br/>Noncompliance Statement</b>  | <b>Correction Plan</b>   | <b>Expected<br/>Completion Date</b>         | <b>Verification<br/>Date</b> |
| 1   | 251.055(1)(f)<br><b>Child Tracking Procedure</b><br><br>Description: Staff member failed to follow the center's child tracking procedure when staff left the attendance, which was the main tracking system, in the classroom.<br><br>Un miembro del personal no siguió el procedimiento de seguimiento de los niños del centro al dejar en el aula la lista de asistencia, la cual es el sistema de seguimiento principal. | - All staff members were reminded of the center's child tracking procedures, including the requirement that the attendance sheet (Tablet) must accompany the group at all times during transitions, outdoor play, and emergency situations.<br><br>- Admin will conduct periodic checks to ensure attendance records are being carried and maintained appropriately. | 5/29/26                                     |                              |

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| 2  | <p>251.06(2)(d)<br/><b>Access To Materials Potentially Harmful To Children</b></p> <p>Description: Items marked keep out of the reach of children were accessible when sunscreens, repellent and hand sanitizer were located in multiple areas of the center.</p> <p>Productos etiquetados mantener fuera del alcance de los niños estaban accesible cuando repelentes, protectores solares y alcohol de limpiar las manos estaban en diferentes lugares del centro.</p> <p>Repeat violation: Previously cited on 7/3/2025</p> | <p>- The Hand sanitizer was removed immediately from the reach of children.</p> <p>- The sunscreen and repellent were placed in a location out of the reach of the children into a labeled box.</p> <p>- The Administration will perform monthly inspections of all classrooms and center areas to monitor proper storage practices.</p> | <p>5/29/26</p> <p>6/1/26</p> |                      |
| 3  | <p>251.06(9)(b)6.<br/><b>Dishwashing - Air Drying</b></p> <p>Description: Dishes, cups and utensils were not air-dried in racks, baskets or on drain boards. According to the staff members, they dried them with a cloth.</p> <p>Los platos, tazas y utensilios no se secaban al aire en rejillas o escurridores. Según el personal, los secaban con una toallita de tela.</p>  | <p>Staff were immediately instructed to discontinue the practice of drying dishes, cups, and utensils with cloths. All food service items will be washed, rinsed, sanitized, and allowed to air-dry completely in approved drying racks, baskets, or on drain boards before use or storage.</p>  | <p>5/29/26</p>               |                      |

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| 4   | <p>251.09(4)(a)10.<br/><b>Infant &amp; Toddler - Diapering Lotions, Powders, Salves</b></p> <p>Description: The directions of apply lotions, powders or salves to a child during diapering were not posted in the diaper changing area.</p> <p>Las instrucciones para aplicar lociones, polvos o ungüentos a un niño durante el cambio de pañales no estaban publicadas en el área de cambio de pañales.</p> | <p>Labels of the applicable directions were immediately posted in the diaper-changing area to ensure staff have easy access to the information when administering these products.</p> | 5/29/26                                     |

**NAME - Agency Worker**  
Luzdarys Marquez

Date Issued  
5/29/2026

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

Date Signed

  
Karla Torres

6/1/26