

**Date Correction Plan Due**  
5/15/2026

**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)(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** Manifesting A Legacy **Provider Number / Facility ID Number** 0000590660 / 001 - 2005782

**Address - Facility (Street, City, State, Zip Code)** 2127 N 24Th Pl Milwaukee WI 532051018 **Telephone Number** 414-899-1692 **Date - Regulation Visit** 4/30/2026

Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
<p>1 250.04(6)(a)1.d. <b>Child Record - Enrollment Information - Parent Contact Info</b></p> <p>Description: Documentation of complete contact information for a parent was not observed for a child</p>	<p>A blank copy of the Child record Checklist will be attached to each Child's folder. I will schedule a meeting with the parents to go over Child's files. And we will work on the paperwork together instead of sending it back and forth when it's not correct.</p>	6/5/26	
<p>2 250.04(6)(a)1.e. <b>Child Record - Enrollment Information - Other Emergency Contact</b></p> <p>Description: Documentation of complete contact information for an emergency contact was not observed for a child and was missing for another child.</p> <p>Repeat violation: Previously cited on 3/19/2025</p>	<p>A blank copy of the Child record Checklist will get attached to each Child's file. I will schedule a meeting with the parents to go over the paperwork and checklist.</p>	6/5/26	

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Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
3 250.04(6)(a)1.g <b>Child Record - Enrollment Information - Authorized Pickup</b>  Description: Documentation of complete contact information for a person authorized to pick up was not observed for 2 children.  Repeat violation: Previously cited on 9/12/2024	A blank copy of the child record checklist will be attached to each child's folder. I will schedule a meeting with the parent to go over the file. Double checking that all info is on the child record checklist is killed in correctly.	6/5/26	
4 250.04(6)(a)4.b. <b>Child Record - Physical Exam - Over 2, Under 5</b>  Description: Documentation of a current physical exam was not observed for a child	Send a health report home so parents can take it to the doctor every year the child turns a year older. This will be given a month before the child's birthday with the expectation to be returned no later than 2 weeks after birthday. Move the time of breakfast back by 30 min so that kids are not being dropped off at meal time. This will allow me to focus on drop off routine more closely.	6/5/26	
5 250.04(6)(b) <b>Current, Accurate Daily Attendance Record</b>  Description: Documentation of attendance was not current and accurate when 5 children were present and 3 were signed in on the attendance sheet.		5/29/26	
6 250.06(2)(c) <b>Access To Materials Potentially Harmful To Children</b>  Description: Pulling Oil labeled Keep Out of Reach of Children was observed in an unsecured bathroom drawer accessible to children.	A lock was placed on drawers that hold products harmful to children.	5/29/26	

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Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
7 250.06(2)(k) Deteriorating Or Toxic Paint Description: Deteriorating paint was observed on the wooden front porch	The porch will be replaced	6/2/26	
8 250.06(2)(m) Premises - Condition & Repair Description: The porch railing is in disrepair. Wooden slats are not secure.	The porch will be replaced	6/2/26	

NAME - Agency Worker  
Colleen Hanser

Date Issued  
5/1/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

5/29/2026