

Date Correction Plan Due 6/12/2026	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 Yellow Brick Academy Llc		Provider Number / Facility ID Number 6000590876 / 001 - 2006009		
Address - Facility (Street, City, State, Zip Code) 1620 Ohm Ave 1517 Altoona Ave Eau Claire WI 547014611		Telephone Number 715-514-2555	Date - Regulation Visit 5/28/2026	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.05(3)(c) Cardiopulmonary Resuscitation Training Description: When reviewing staff files, it was found that two employees (Staff A and C) didn't have current CPR certification, which is a requirement.	Staff A and B are renewing CPR certification by 06/01/26	06/01/26	
2	251.05(3)(cm) Child Abuse & Neglect - Biennial Training Description: It was found that two employees (Staff A and C) didn't have documentation of current Child Abuse and Neglect Training, which is required to be completed every two years.	Staff A and C will have updated Mandated Reporter certifications completed by 06/01/26	06/01/26	

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3	<p>251.05(4)(a) Staff Orientation - Develop, Implement, Document</p> <p>Description: Although staff complete an orientation when hired, the form/checklist being used to document the orientation, does not cover all of the orientation requirements of DCF 251. Staff A in particular was missing a complete orientation checklist but there was also a history of different and incomplete forms being utilized with other staff.</p>	<p>Orientation was emailed for review on 05/28/26. Six corrections were recommended to be added 06/01/26 and will be revised and resent for review.</p>	07/30/26	
4	<p>251.05(4)(c)9. Continuing Education - Documentation Of 12 Month Period</p> <p>Description: A staff file review showed three employees (Staff A, B, and C) were missing documentation of continuing education hours for 2025.</p>	<p>Continuing Education requirements will be discussed at the next staff meeting. A continuing education binder has been created and will be accessible at all meetings for staff to update.</p>	05/29/26	
5	<p>251.055(1)(c) Supervision - Opening & Closing Hours</p> <p>Description: Rule states in pertinent part 'Assistant child care teachers who are at least 18 years of age and have completed the training required for the position may provide sole supervision to a group of children for opening and closing hours, not to exceed the first 2 hours and last 2 hours of operation.' Contrary to rule, an 18 year old employee (Staff D) was providing sole supervision during the first and last 2 hours of operation, but was not qualified to do so, as she had not completed the required training for an Assistant teacher.</p>	<p>Staff have been removed from classroom opening/ closing hours until Assistant Certifications are completed, current classroom staff are all lead qualified.</p>	05/29/26	

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6	251.06(3)(b)2. Emergencies - Practice Written Plans Description: Center staff was unable to show documentation of the completion of monthly Fire evacuation drills and monthly tornado drills from April - October. Repeat violation: Previously cited on 10/29/2025	Drills have been practiced last dated 04/19/26 but were not posted on DCF form and assessable to licenser at time of visitation. Drills were practiced again 05/29/26 and are currently posted in lobby entrance viewable to Families and Licenser	05/29/26
			Verification Date

NAME - Agency Worker
Heather Ruf

Date Issued
5/28/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee



Date Signed

Allison Krygoski

06/30/26