

Date Correction Plan Due 2/3/2026	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 262-446-7800
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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 Little Cub Academy Llc		Provider Number / Facility ID Number 3000591623 / 001 - 2006826		
Address - Facility (Street, City, State, Zip Code) 913 Greenridge Ctr Mukwonago WI 531491442		Telephone Number 262-470-3848	Date - Regulation Visit 1/14/2026	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(6)(a)6. Child Record - Health History Description: Documentation of complete health history information was not observed for child 2, child 3 and child 4. Repeat violation: Previously cited on 6/26/2025	Have parents fill in the mixed boxes. Train admin to double check all boxes are filled out.	1/27/26	1/27/26
2	251.04(6)(a)8.d. Child Record - Health Exam Report Description: Documentation of a current health examination report was not observed for child 4 and child 5.	Ask parents to turn in health reports by Friday 1/30/26.	1/30/26	1/30/26

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3	<p>251.05(2)(a)3.a. Staff Record - Physical Examination</p> <p>Description: Documentation of a physical examination report that was completed not more than 12 months prior to nor more than 30 days after the person was hired was not observed for Staff C, whose start date was 9/9/25.</p> <p>Repeat violation: Previously cited on 3/20/2024</p>	<p>Collect health report from staff member by 1/30/26.</p>	<p>1/30/26</p>	<p>1/30/26</p>
4	<p>251.05(3)(c) Cardiopulmonary Resuscitation Training</p> <p>Description: Documentation of current training in CPR was not observed for Staff B and Staff E, during the monitoring visit.</p>	<p>Staff has completed CPR 1/14/26 1/14/26</p>	<p>1/14/26</p>	<p>1/14/26</p>
5	<p>251.06(2)(m) Cleaning Aids - Equipment</p> <p>Description: Cleaning aids/equipment, such as Swiffer Mops and solution were not emptied and stored in areas inaccessible to children throughout the center.</p>	<p>Mops removed from classrooms. New mops purchased same day.</p>	<p>1/14/26</p>	<p>1/14/26</p>
6	<p>251.06(4)(d) Exits & Passageways - Unobstructed, Minimum Width</p> <p>Description: A lit exit, in the 4K classroom, was obstructed by a sensory table.</p>	<p>Sensory bin moved same day.</p>	<p>1/14/26</p>	<p>1/14/26</p>

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7	251.06(9)(d)1.a. Food Storage - Perishable, Potentially Hazardous Food Description: During the monitoring visit, there was an opened two-gallon container of milk, on a shelf, between classrooms.	milk disposed of same day.	1/14/20	1/14/20
8	251.07(6)(i)1. Washing Child's Hands & Face Description: Children in the 1.5 to 2 year old classroom were observed with soiled faces and dirty noses.	Review w/ staff importance of cleaning faces & wiping noses promptly !!	1/14/20	1/14/20
9	251.09(1)(c) Infant & Toddler - Documenting Changes In Development Description: Documentation of changes in children's development and routines, every three months, was not observed for a child in the 1.5 to 2 year old's classroom. Repeat violation: Previously cited on 6/26/2025	Updates made. We now review these at every staff meeting to make sure staff are updating & discussing w/ team.	1/14/20	1/14/20

NAME - Agency Worker
Tiisha Harrell, Crescenta Sabree

Date Issued
1/20/2026

Date Signed

SIGNATURE - Certified Operator or Designee / Licensee or Designee