

Date Correction Plan Due
2/9/2026

NONCOMPLIANCE STATEMENT AND CORRECTION PLAN

TO FILE A COMPLAINT CALL
920-785-7811

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 (2)(k), DCF 251.04(2)(i) and (2)(f), DCF 252.41(1)(b), 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 Shine Bright On Main		Provider Number / Facility ID Number 9000583289 / 001 - 2008305	
Address - Facility (Street, City, State, Zip Code) 122 E Main St Coleman WI 541120315		Telephone Number 715-781-8855	Date - Regulation Visit 1/21/2025
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date
1	251.05(2)(a)3.a. Staff Record - Physical Examination Description: Staff A did not have documentation of a report on a physical examination that was completed not more than 12 months prior to nor more than 30 days after the person was hired.	Dr. appointment has been scheduled	2/9/26
2	251.05(3)(b) Abusive Head Trauma Prevention Training Description: Staff A did not have abusive head trauma prevention training on file prior to beginning work with children under 5 years of age. Repeat violation: Previously cited on 11/3/2025	Completed	1-28-26

... Certified Operator / Licensed Center

Shine Bright On Main

Provider Number / Facility ID Number

0000583269 / 001 - 2008305

Address - Facility (Street, City, State, Zip Code)
122 E Main St Coleman WI 541129315

Telephone Number
715-781-6855

Date - Regulation Visit
1/21/2025

Rule/Statute Number
Noncompliance Statement

Correction Plan

Expected
Completion Date

Verification
Date

3 251.06(3)(cm)
Child Abuse & Neglect - Biennial Training
Description: Staff A did not have documentation of current child abuse and neglect training on file.
Repeat violation: Previously cited on 11/3/2025

Completed

1-21-26

4 251.06(2)(d)
Access To Materials Potentially Harmful To Children

Description: Air Wick air fresheners labeled 'keep out of reach of children' were stored in an unlocked cabinet under the sink in the only bathroom in the center making them accessible to children.

Removed from bathroom

1-21-26

5 251.06(9)(b)6
Dishwashing - Air Drying

Description: Dishes and utensils were not air-dried in racks or baskets or on drain boards. Bottles were drying directly on towels.

Racks are in place

1-21-26

6 251.06(9)(c)5
Home-Canned / Processed Food

Description: The pantry had three unlabeled jars of what appeared to be preserves.

Jars have been labeled

1-29-26

Center Operator / Licensed Center

Bright On Main

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900693269 / 001 - 2008305

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122 E Main St Coleman WI 541129315

Telephone Number
715-781-6855

Date - Regulation Visit
1/21/2026

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
7	251.06(9)(d)1.c. Food Storage - Gold Storage Thermometers Description: The mini fridge in the lobby area had bottles of breastmilk, but no thermometer.	Thermometers purchased and put in fridge	1-22-26	
8	251.07(3)(b)2. Equipment - Quantity For Indoors Description: Due to construction, toys from the middle classroom were packed away in a trailer in December not allowing each child a choice of at least three activities when all children are using equipment.	more toys added to room	1-21-26	
9	251.07(5)(dm)3.b. Medical Log - Injury In Care Description: Child care workers are documenting injuries received by children while in the care of the center in Brightwheel rather than in the medical log book.	Documenting to be done in Medical log book.	1-21-26	
10	251.09(1)(c) Infant & Toddler - Documenting Changes In Development Description: Four out of six Intake Under 2 forms were not updated every three months. Repeat violation: Previously cited on 11/3/2025	a new/updated tracking sheet is posted	1-21-26	

Certified Operator / Licensed Center

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1/21/2026

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
11	251.09(1)(j) Infant & Toddler - Crib Mattresses & Coverings Description: Cribs and playpens did not have a mattress covering that fits snugly over the mattress.	New crib sheets purchased	1-22-26	
12	251.09(2)(k) Infant & Toddler - Responding To Crying Children Description: Child care workers did not respond promptly to a crying child's needs when they were observed each holding a child while the rest of the children in the room were crying.	Additional training provided	1-26-26	

NAME - Agency Worker
Erin Taylor, Gina Linssen

Date Signed
1/28/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Andres Schaut

Date Signed
2-3-26