

**NONCOMPLIANCE STATEMENT AND CORRECTION PLAN**

TO FILE A COMPLAINT CALL  
262-446-7800

**Date Correction Plan Due**  
3/28/2023

**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** Wee Know School  
**Provider Number / Facility ID Number** 0000564280 / 001 - 225226

**Address - Facility (Street, City, State, Zip Code)** 3325 Hwy 83 Hartland WI 53029  
**Telephone Number** 262-367-0200  
**Date - Regulation Visit** 3/2/2023

Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
<p>1 251.05(3)(g)2. Assistant Child Care Teacher - Qualifications</p> <p>Description: Staff A and Staff D do not have documentation of Early Childhood Education to be qualified as an assistant child care worker. Both staff A and Staff D have been employed for more than 6 months.</p>	<p>Staff A - high school diploma on file. Verifying w/ Registry if Child Development classes in High School meet requirement. Staff D - Checking Para Professional Records Again. If no ECE will take time to Childcare profession, same with Staff A.</p>	<p>if course needed 9/1/23</p>	
<p>2 251.06(2)(i) Deteriorating Paint</p> <p>Description: There is flaking/deteriorating paint on the wall of the building in the outdoor play space.</p>	<p>walls will be scraped &amp; painted as soon as we can hire a painter. (depend on weather)</p>	<p>5/30/23</p>	

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Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
3 251.06(4)(m)2. Fire Alarms & Smoke Detectors - Testing  Description: There is no documentation of the testing for the fire alarm system in January or February 2023.	Fire Alarms + smoke detectors checked monthly with fire drills. In error only fire drill marked. Will double check in future that both boxes are completed	3/2/23	

NAME - Agency Worker  
Sara Cooney

Date Issued  
3/14/2023

SIGNATURE - Certified Operator or Designee / Licensee or Designee

*Sara Cooney* Administrator

Date Signed

3-22-23