

<b>Date Correction Plan Due</b> 9/7/2023	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b> 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.

<b>Name - Certified Operator / Licensed Center</b> Central La Crosse Head Start Center	<b>Provider Number / Facility ID Number</b> 0000577800 / 003 - 520222
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<b>Address - Facility (Street, City, State, Zip Code)</b> 333 Buchner Pl La Crosse WI 54603	<b>Telephone Number</b> 608-782-6892	<b>Date - Regulation Visit</b> 8/17/2023
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	<b>Rule/Statute Number Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
1	<p>251.05(2)(a)4.a. Staff Record - Registry Certificate</p> <p>Description: Staff A, page 1, and Staff A and D, page 2 have worked at the center for more than 6 months and were missing a certificate from The Registry documenting that the person has met the educational qualifications of the positions they hold and do not have other documentation of educational qualifications.</p>	<ul style="list-style-type: none"> <li>The agency will change the organizational chart to reflect a staff member with an administrator's certificate.</li> <li>Staff A page 1 and Staff A page 2 will update their registry certificates.</li> <li>Staff D page 2 has a registry certificate and is now in her employee file</li> </ul>	<p>Aug 31, 2023</p> <p>Sept 1, 2023</p> <p>Aug 30, 2023</p>	

**NAME - Agency Worker**  
Kimberly Jasper, Jennifer Stubbe

**Date Issued**  
8/24/2023

**SIGNATURE - Certified Operator or Designee / Licensee or Designee**

*Robyn Wolfert*

**Date Signed**

*August 30, 2023*

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<b>Name - Certified Operator / Licensed Center</b> Margaret Annett Head Start Center		<b>Provider Number / Facility ID Number</b> 0000577800 / 002 - 520300	
<b>Address - Facility (Street, City, State, Zip Code)</b> 1321 St James St La Crosse WI 54603		<b>Telephone Number</b> 608-782-7330	<b>Date - Regulation Visit</b> 8/17/2023
	<b>Rule/Statute Number</b> <b>Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b> <b>Verification Date</b>
1	251.05(2)(a)4.a. <b>Staff Record - Registry Certificate</b>  Description: Staff A, page 1 and Staff B, page 2, have worked at the center for more than 6 months and were missing a certificate from The Registry documenting that the person has met the educational qualifications of the positions they hold and do not have other documentation of educational qualifications.  Repeat violation: Previously cited on 11/1/2022	<ul style="list-style-type: none"> <li>• HSCFDC will change the organizational chart. The program coordinator will have an Administrative Certificate</li> <li>• Staff A page 1 will update her registry certificate</li> <li>• Staff B page 2 has a registry certificate in employee file.</li> </ul>	Aug 31, 2023     Sept 7, 2023    Aug 30, 2023

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<b>Name - Certified Operator / Licensed Center</b> Onalaska Head Start		<b>Provider Number / Facility ID Number</b> 0000577800 / 006 - 520158	
<b>Address - Facility (Street, City, State, Zip Code)</b> 212 4Th Ave N Onalaska WI 54650		<b>Telephone Number</b> 608-783-6920	<b>Date - Regulation Visit</b> 8/17/2023
	<b>Rule/Statute Number Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>
1	251.05(2)(a)4.a. Staff Record - Registry Certificate  Description: Staff A, page 1, has worked at the center for more than 6 months and were missing a certificate from The Registry documenting that the person has met the educational qualifications of the positions they hold and do not have other documentation of educational qualifications.	<ul style="list-style-type: none"> <li>The agency will change the organizational chart. The program coordinator for all centers will have an administrator's certificate</li> <li>Staff A, page 1 will update her registry certificate.</li> </ul>	<p>Aug 31, 2023</p> <p>September 7, 2023</p>

**NAME - Agency Worker**  
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<b>Name - Certified Operator / Licensed Center</b> Onalaska Main Street Head Start		<b>Provider Number / Facility ID Number</b> 0000577800 / 014 - 2004900	
<b>Address - Facility (Street, City, State, Zip Code)</b> 310 Main St Onalaska WI 546502949		<b>Telephone Number</b> 608-785-2070	<b>Date - Regulation Visit</b> 8/17/2023
	<b>Rule/Statute Number Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>
1	<p>251.05(2)(a)4.a. <b>Staff Record - Registry Certificate</b></p> <p>Description: Staff A, page 1 has worked at the center for more than 6 months and were missing a certificate from The Registry documenting that the person has met the educational qualifications of the positions they hold and do not have other documentation of educational qualifications.</p> <p>Repeat violation: Previously cited on 10/31/2022</p>	<ul style="list-style-type: none"> <li>• HSCFDC will change the organizational chart. The program coordinator has an administrator certificate</li> <li>• Staff A page 1 will update her registry certificate.</li> </ul>	<p>August 31, 2023</p> <p>September 7, 2023</p>

**NAME - Agency Worker**  
Kimberly Jasper, Jennifer Stubbe

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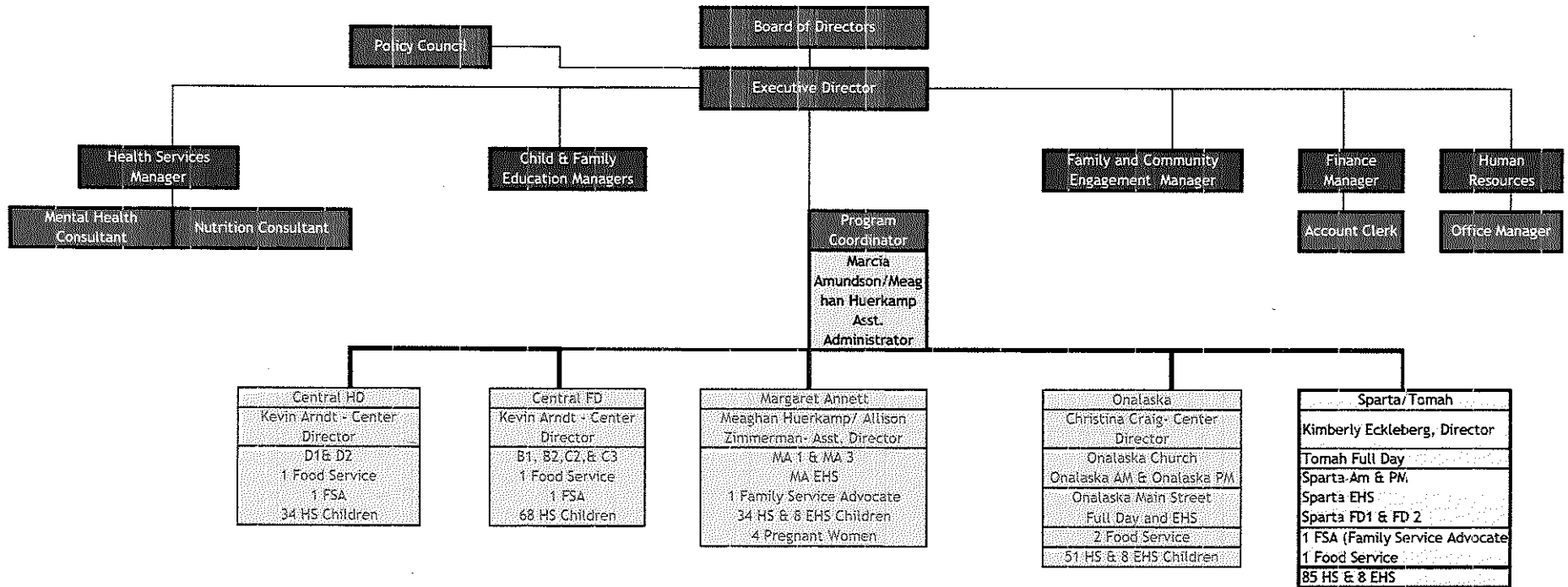
**SIGNATURE - Certified Operator or Designee / Licensee or Designee**

*Robyn Wolfert*

**Date Signed**

*August 30, 2023*

# Head Start Child Family Development Centers, Inc Organizational Chart



Beginning August 31, 2023 - Administrator for all centers.

# Certificate of Achievement

Childhood Care and Education



**Marcia L. Amundson**

*has completed all requirements of*

**Level Fourteen**

Bachelor's - Early Childhood through Middle Childhood

**Preliminary Qualifications:**

Registered Trainer Endorsement  
Center Director (50 or fewer children)  
Administrator  
Family Child Care Provider  
Regular Certified Family Child Care Provider  
Teacher  
School-Age Program Leader  
School-Age Director

**With:**

High School or Equivalent  
AED - Automated External Defibrillator  
Child CPR  
DCF - Infant Toddler Requirement  
Infant CPR  
DPI 71 - Early Childhood-Middle Childhood (Birth-age 11)

Expiration Date: 8/31/2023

Registry ID #14208

8/31/2021 to 8/31/2022

Related Credits: 0.00 Tier 1-3 Training Hours: 0.00

Registered Training Hours 20.50

**15**

Years of Experience

*Christine Moldenhauer*

Christine Moldenhauer | Director of Operations  
Wisconsin Registry



# Certificate of Achievement

Childhood Care and Education



**Meaghan Christine Huerkamp**

*has completed all requirements of*

**Level Fourteen**

Bachelor's - Early Childhood Education and Elementary Education

Preliminary Qualifications:

Center Director (51 or more children)  
Provisional Certified Family Child Care Provider  
Teacher  
School-Age Program Leader  
School-Age Director

With:

High School or Equivalent  
DCF - Infant Toddler Requirement  
DPI 71 - Early Childhood-Middle Childhood (Birth-age 11)

Expiration Date: 11/30/2023

Registry ID #111481

11/8/2021 to 11/8/2022

Related Credits:	0.00	Tier 1-3 Training Hours:	0.00
Registered Training Hours	0.00		

**14**

Years of Experience

*Christine Moldenhauer*

Christine Moldenhauer | Director of Operations  
Wisconsin Registry



# Certificate of Achievement

Childhood Care and Education



**Kevin Arndt**

*has completed all requirements of*

**Level Fourteen**

**Associate's - Early Childhood Education**

**Preliminary Qualifications:**

Center Director (50 or fewer children)  
Provisional Certified Family Child Care Provider  
Teacher  
School-Age Program Leader  
School-Age Director

**With:**

High School or Equivalent  
DCF - Shaken Baby Syndrome  
DCF - SIDS Training

Expiration Date: 6/30/2024

Registry ID #91994

6/15/2022 to 6/15/2023

Related Credits: Registered	0.00	Tier 1-3 Training Hours:	0.00
Training Hours:	0.00		

**12**

Years of Experience

*Christine Moldenhauer*

Christine Moldenhauer | Director of Operations  
Wisconsin Registry





# Certificate of Achievement

Childhood Care and Education



**Spartel Porter**

*has completed all requirements of*

**Level Sixteen**

Master's - Early Childhood Education  
Bachelor's - Professional Interdisciplinary Studies

**Preliminary Qualifications:**

Center Director (50 or fewer children)  
Provisional Certified Family Child Care Provider  
Teacher  
School-Age Program Leader  
School-Age Director

**With:**

High School or Equivalent

Expiration Date: 12/31/2023

Registry ID #160315

12/11/2021 to 12/11/2022

Related Credits:	0.00	Tier 1-3 Training Hours:	0.00
Registered Training Hours	0.00		

**2**

Years of Experience

*Christine Moldenhauer*

Christine Moldenhauer | Director of Operations  
Wisconsin Registry



# Certificate of Achievement

Childhood Care and Education



**Sean P. Clarke**

*has completed all requirements of*

**Level Fourteen**

Bachelor's - Early Childhood Education

Associate - Early Childhood Education

**Preliminary Qualifications:**

Center Director (51 or more children)  
Administrator  
Family Child Care Provider  
Regular Certified Family Child Care Provider  
Teacher  
School-Age Program Leader  
School-Age Director  
School-Age Administrator

**With:**

High School or Equivalent  
DCF - Shaken Baby Syndrome  
DCF - Infant Toddler Requirement  
DCF - SIDS Training

Expiration Date: 5/31/2024

Registry ID #163210

5/9/2022 to 5/9/2023

Related Credits:	0.00	Tier 1-3 Training Hours:	0.00
Registered Training Hours	0.00		

**5**

Years of Experience

*Christine Moldenhauer*

Christine Moldenhauer | Director of Operations  
Wisconsin Registry

