DEPARTMENT OF CHILDREN AND FAMILIES
Division of Early Care and Education

STATE OF WISCONSIN

Date Correction Plan Due	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL
10/15/2026		608-422-6765

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	Provider Number / Facility ID Number
Ymca Discovery Center	0000577830 / 001 - 1000006

Address - Facility (Street, City, State, Zip Code)	Telephone Number	Date - Regulation Visit
1307 2Nd St Monroe WI 53566	608-325-2003	10/1/2026

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.055(1)(a) **Supervision Of Children** Description: Each child was not supervised by a child care worker who is within sight and sound of the children to guide behavior and activities, prevent harm and ensure safety when on September 16, 2026 a 3-year-old child left a classroom undetected and was alone in the hallway for approximately five minutes. The center self-reported the incident.	Staff involved were counseled and received a written employee acknowledgment form regarding DCF 251.055(1)(a), including the requirement to maintain children within sight and sound at all times. Supervision and compliance expectations will be reviewed at each staff meeting. Administration will continue classroom observations to monitor compliance and provide additional coaching or corrective action as needed. Teachers are expected to keep classroom doors closed to help ensure children remain supervised and within sight and sound. Failure to follow supervision requirements may result in further corrective action, up to and including termination.	10/30/2026	

NAME - Agency Worker
Sara Bossingham O'Brien

Date Issued
10/1/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed
10/14/2026