Wisconsin Department of Children and Families

Governor Tony Evers
Secretary Jeff Pertl
dcf.wisconsin.gov

August 14, 2026

Children of America LLC
Children of America - Appleton
W3117 Springfield Drive
Appleton, WI. 54915

RE: WARNING LETTER OF NONCOMPLIANCE

Children of America - Appleton
#1014708

Dear Children of America LLC:

This letter constitutes a warning to you, Children of America LLC, regarding substantial noncompliance with Chapter 48, Wis. Stats., and/or DCF 251, Wis. Administrative Code in the operation of Children of America - Appleton, a licensed group child care center. Failure to correct this noncompliance may result in further Department action.

This warning is based on the Department's findings by licensing specialist Jill Kellner during a visit to the center on July 29, 2026. The Department finds that you have failed to meet requirements for a group child care license in the following respect:

1. DCF 251.055(1)(a) states, each child shall be supervised by a child care worker who is within the sight and sound of the children to guide the children's behavior and activities, prevent harm, and ensure safety. Contrary to DCF 251.055(1)(a) on July 20, 2026, a 4-year-old child and a 5-year-old child were not closely supervised when the children were involved in inappropriate child to child contact. The child care worker observed two previous inappropriate activities leading up to this one, however the children were not separated or removed from the area until the third incident. Repeat violation: Previously cited on 9/23/2024

A Noncompliance Statement and Correction Plan (DCF-F-CFS294) listing the code violations documented at this visit is attached.

The Department will continue to closely monitor Children of America - Appleton to ensure that you come into compliance with the Wisconsin Statute and Administrative Code. Continued violation may result in licensing sanctions and penalties, pursuant to Wis. Stat. § 48.715, including, but not limited to, issuance of an order, assessment of forfeitures ranging from $10 to $1,000 per day, per violation, or actions to revoke your group child care license.

Please note that in accordance with Wis. Stat. § 48.657(2g), and Wis. Admin. Code § DCF 251.04(2)(L), the child care center shall post with the license any notice received from the Department relating to rule violations, including this warning letter. This notice must be posted in an area of the center that is visible to parents and must remain posted until the licensing specialist has verified the violations as corrected and in compliance at or before the next licensing site visit.

Please contact Licensing Specialist Jill Kellner at 920-785-7808 if you have questions regarding this notice.

Sincerely,

Erin Mancoske-Anderson, Regional Licensing Manager
Bureau of Early Care Regulation
DIVISION OF EARLY CARE AND EDUCATION

Attachment – CFS 294

cc: Jill Kellner, Licensing Specialist

DEPARTMENT OF CHILDREN AND FAMILIES
Division of Early Care and Education

STATE OF WISCONSIN

Date Correction Plan Due 8/20/2026	**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 (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**
Children Of America Appleton	6000585236 / 001 - 1014708

Address - Facility (Street, City, State, Zip Code)	**Telephone Number**	**Date - Regulation Visit**
W3117 Springfield Dr Appleton WI 549156183	920-380-0554	7/29/2026

	Rule/Statute Number Noncompliance Statement	**Correction Plan**	**Expected Completion Date**	**Verification Date**
1	251.055(1)(a) **Supervision Of Children** Description: The center self-reported that on July 20, 2026, a 4-year-old child and 5-year-old child were not closely supervised when the children were involved in inappropriate child to child contact. The worker observed two previous actions; however the children were not separated or removed from the area until the third incident. Repeat violation: Previously cited on 9/23/2024	Children are separated. Teachers were issued counseling statements to increase supervision & redirection.	7/22/26	

NAME - Agency Worker
Jill Kellner

Date Issued
8/6/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed
8/19/26

Licensing Non-Compliance and Violations

School Name: Appleton

Inspection Date: 7/29/26

Noncompliance or violation summary received: 8/14/26

Plan of Correction Due date: 8/20/26

Plan of Correction Submitted: 8/19/26

Today's Date: 8/19/26

1. **Violation**:
   - Standard or Regulation:

     251.055(1)(a) Supervision of Children

   - Summary of the requirement stated in licensing regulations:

     Supervision of children

   - The circumstances of the violation:

     Center self-reported that on July 20,2026, a 4-year-old child and a 5-year-old child were not closely supervised when the child was involved in inappropriate child to child contact. The worker observed 2 previous actions; however, the children were not separated or removed from the area until the 3rd incident.

   - Correction already made.

     - *Children have been separated in different rooms when they are both in attendance. Parents has been informed of plan and Gio has been put on behavior plan following the incident.*

   - Additional corrections

     - *Counseling statements were issued to the children's teachers to make sure to increase supervision and redirection.*

I attest that this action plan accurately reflects the actions I have taken or have proposed to take to ensure substantial compliance for my school, teachers, and general operations.

School Director Name: Elizabeth Makarevich School Director Signature: _____

Executive Director Name: Yvette Vance Executive Director Signature: _____

Counseling Statement [Record of Verbal Warning]

Employee's Name: Brenda Anderson ***Date:*** 7.22.26

Work Location (check one): [ ] Corporate Office [ ] Maintenance [X] Center Name: Appleton

Reason of Counseling or Verbal Warning:

To increase supervision and redirection of behaviors in the classroom and prevent children from becoming bored within the classroom setting.

Corrective Action Plan: ***Follow Up Date (if applicable):*** _____

When unable to redirect behaviors within the classroom setting, teacher with call for assistance with behaviors immediately. Teachers will make sure that children remain engaged in structured activities and will not be left without structured activities within a classroom or playground/gross motor area for longer than 30 minutes.

Employee Comments: _____

Employee Name (Printed) Brenda S Anderson

Employee Signature Brenda S Anderson

Manager's Signature Ellen D

2nd Level Manager's Signature (if applicable) _____

==========

If employee refuses to sign, please call in witness and get signature at time of administration:

I, _____ hereby serve as a witness that the employee is refusing to sign this corrective action.

_____ _____

Witness Signature **Date**

Counseling Statement [Record of Verbal Warning]

Employee's Name: Taylor Anderson ***Date:*** 7-22-26

Work Location (check one): [ ] Corporate Office [ ] Maintenance [ ] Center Name: _____

Reason of Counseling or Verbal Warning:

To increase supervision and redirection of behaviors in the classroom and prevent children from becoming bored within the classroom setting.

Corrective Action Plan: ***Follow Up Date (if applicable):*** _____

When unable to redirect behaviors within the classroom setting, teacher with call for assistance with behaviors immediately. Teachers will make sure that children remain engaged in structured activities and will not be left without structured activities within a classroom or playground/gross motor area for longer than 30 minutes.

Employee Comments: _____

Employee Name (Printed) Taylor Anderson

Employee Signature _____

Manager's Signature _____

2nd Level Manager's Signature (if applicable) _____

==========

If employee refuses to sign, please call in witness and get signature at time of administration:

I, _____ hereby serve as a witness that the employee is refusing to sign this corrective action.

_____ _____

Witness Signature **Date**