DEPARTMENT OF CHILDREN AND FAMILIES
Division of Early Care and Education

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SEP 08 2026
DEPT. OF CHILDREN & FAMILIES

STATE OF WISCONSIN

| Date Correction Plan Due | NONCOMPLIANCE STATEMENT AND CORRECTION PLAN | TO FILE A COMPLAINT CALL |
|---|---|---|
| 8/26/2026 | | 608-422-6765 |

**Use of Form:** This form is used by certification / licensing staff to identify statute and / or administrative rule violations found 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 Ch. DCF statutes 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 |
|---|---|
| Peace Lutheran Preschool | 4000585914 / 001 - 1015516 |

| Address - Facility (Street, City, State, Zip Code) | Telephone Number | Date - Regulation Visit |
|---|---|---|
| 701 S Century Ave Waunakee WI 53597 | 608-849-7792 | 8/20/2026 |

| | Rule/Statute Number Noncompliance Statement | Correction Plan | Expected Completion Date | Verification Date |
|---|---|---|---|---|
| 1 | 251.05(2)(a)2.<br>**Staff Record - Completed Background Check**<br><br>Description: Fingerprints not completed for the following individuals:<br>Individual 001 | Due 9/9/2026<br>• Background check was completed and passed on 8/27/26.<br>• The portal will be checked weekly, even during Summer months. | Completed 8/27/26 | |

**NAME** - Agency Worker
Samantha Douglas

Date Issued
8/26/2026

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

Date Signed
8/28/2026

## INSTRUCTIONS FOR COMPLETING THE CORRECTION PLAN SECTION OF THE NONCOMPLIANCE STATEMENT AND CORRECTION PLAN (DCF-F-CFS294)

I have attached the Noncompliance Statement and Correction Plan (DCF-F-CFS294) dated August 2 2026 . Please complete this form as follows:

1. In the column titled "Correction Plan," indicate how you intend to correct each noncompliance liste on the form and outline the steps you will take to prevent future violation of the same rule. If you nee more space than is provided on the form, attach additional pages and identify the item number t which the correction plan is related. Because completed and approved correction plans will b scanned and linked to the Regulated Child Care and YoungStar Public Search internet site, whic shows each provider's violations, please note the following when writing your correction plan:
   - Do not include confidential information, including the names of children and staff.
   - Write in concise, plain English.
   - Be specific when describing what you have done or intend to do to correct each violatior Non-specific statements such as "It will be fixed", "Done", "Will do", "Don't agree" or "This won happen again" do not provide the reader with any understanding of how the violation has bee corrected or how you plan to prevent the violation from occurring again.
   - Be objective, factual and descriptive. The plan should not include derogatory comments profanity or subjective observations, such as "The licensing specialist doesn't like me."

2. For each noncompliance, enter the date (month, day, year) by which you expect the correction plan t be completed.

3. Sign and date the form. Retain a copy for your records.

4. **Return the completed and signed form to the department by the due date that appears a the top left of the form via:**
   - **Email:** jenny.sweeney1@wisconsin.gov **or**
   - **Fax:** (608) 422-6766 **or**
   - **Mail:** DEPARTMENT OF CHILDREN AND FAMILIES
     BUREAU OF EARLY CARE REGULATION
     SOUTHERN REGION
     PO BOX 8947

     MADISON, WI 537088947

If the correction plan and the completion dates are acceptable, the form will be linked to the Regulatec Child Care and YoungStar Public Search internet site. If the correction plan or the expected completior dates are not acceptable, you will be contacted in writing or by telephone.

**You are required to post a copy of the Noncompliance Statement and Correction Pla (DCF-F-CFS294) in a conspicuous area near the license so that it is visible to parents. Thi copy must remain posted until all noncompliances have been verified as corrected and th next DCF-F-CFS294 or DCF-F-CFS785 (Compliance Statement) has been issued. Note: I applicable, do not post the Staff and Child Identification Key. The information on the key i confidential and is meant for your reference only.**