

Date Correction Plan Due
8/13/2026

NONCOMPLIANCE STATEMENT AND CORRECTION PLAN

TO FILE A COMPLAINT CALL
262-446-7800

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 Little Leaders Academy LLC		Provider Number / Facility ID Number 0000587450 / 001 - 2000751	
Address - Facility (Street, City, State, Zip Code) 5833 W Silver Spring Dr Milwaukee WI 532183269		Telephone Number 414-464-7777	Date - Regulation Visit 7/8/2026
Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1 251.04(6)(a)6. Child Record - Health History Description: The health history for Child 1 who has a medical condition and allergies is not complete. There are no triggers or signs and symptoms to watch for. Repeat violation: Previously cited on 5/19/2025, 2/3/2025, 8/26/2024	Parent will be contacted to confirm Child's allergy status. Allergy list as well as health and history form will be updated.	8-8-2026	
2 251.04(6)(b) Current, Accurate Daily Attendance Record Description: Attendance was not current and accurate at the time of the visit. A child who was present was not signed in. Part of Order/Forfeiture dated January 28, 2026. Repeat violation: Previously cited on 1/14/2026	Training and staff meeting will be held to reinforce standard for attendance tracking/Policy.	8-10-2026	

Name - Certified Operator / Licensed Center
Little Leaders Academy LLC

Provider Number / Facility ID Number
0000587450 / 001 - 2000751

Address - Facility (Street, City, State, Zip Code)
5833 W Silver Spring Dr Milwaukee WI 532183269

Telephone Number
414-464-7777

Date - Regulation Visit
7/8/2026

Rule/Statute Number Noncompliance Statement		Correction Plan	Expected Completion Date	Verification Date
3	251.05(2)(a)2. Staff Record - Completed Background Check Description: Staff F was employed as a cleaner for several months. Staff F worked as a cleaner during licensed hours and a caregiver background check was not done prior to her employment. A caregiver background check was then done in June 2026 and Staff F was found to be ineligible to work at a center. Staff F was said to be let go at that time. Part of Order dated August 30, 2024 Repeat violation: Previously cited on 7/30/2025, 8/26/2024	Training will be had with office staff of the rules regarding compliance when conducting background checks. Background checks. Parta training on adding and removing prospective staff of ending staff will be held as well.	8-1-2026	
4	251.05(2)(a)3.a. Staff Record - Physical Examination Description: Staff E who has been employed for more than 30 days does not have a physical on file indicating they can physically work with children and are free from illness. Part of Order dated August 30, 2024 Repeat violation: Previously cited on 7/30/2025, 8/26/2024	Staff will be reminded on the expectation of when health reports are due. Office staff will be retrained on deadlines for this documentation.	8-1-2026	
5	251.05(2)(a)6. Staff Record - Days & Hours Worked Description: Staff hours documented do not indicate which classroom they work in. Repeat violation: Previously cited on 1/14/2026	Tracking sheets will be revised/updated to ensure all necessary information is on them and they are compliant to DCF standards.	8-1-2026	

Name - Certified Operator / Licensed Center
Little Leaders Academy LLC

Provider Number / Facility ID Number
0000587450 / 001 - 2000751

Address - Facility (Street, City, State, Zip Code)
5833 W Silver Spring Dr Milwaukee WI 532183269

Telephone Number
414-464-7777

Date - Regulation Visit
7/8/2026

Rule/Statute Number Noncompliance Statement		Correction Plan	Expected Completion Date	Verification Date
6	251.055(1)(a) Supervision Of Children Description: During nap time all of the lights in the center were turned off. It was so dark that staff could not see the children. When staff turned on the lights several children were awake. A child in the school age room was napping in the classroom next to it. Staff did not know this child was there. Staff searched for this child and found him in the dark room under a blanket.	All staff will be notified that we must have a light on so that center is not totally dark & we are able to still see safely. Tracing sheets to be renewed every 2 hrs.	8-1-2026	
7	251.055(1)(f) Child Tracking Procedure Description: Child tracking was not accurate at the time of the visit. The tracking for the Rising Star room initially could not be located. It was then located tape to a different classroom door. The child tracking in the school age room was not accurate. Staff and the document state 12 children were present however 13 children were present. Part of Order dated August 30, 2024 Repeat violation: Previously cited on 8/26/2024	Training on tracking sheet awareness & attendance awareness will be had at staff meeting.	8-1-2026	

Name - Certified Operator / Licensed Center
Little Leaders Academy LLC

Address - Facility (Street, City, State, Zip Code)
5833 W Silver Spring Dr Milwaukee WI 532183269

Telephone Number
414-464-7777

Provider Number / Facility ID Number
0000587450 / 001 - 2000751

Date - Regulation Visit
7/8/2026

Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
8 251.06(11)(b)7. Outdoor Play Space - Enclosure Description: The fence in the outdoor play space is not 4 feet tall. The fence is 3 feet 4 inches. Repeat violation: Previously cited on 8/26/2024	Fence will be modified / corrected by contractor.	8-29-2026	
9 251.06(2)(gm) Premises - Well Drained, Clean, In Good Repair Description: There is a gap under a back exit door leading to outside, for possible entrance of vermin. Part of Order/Forfeiture dated January 28, 2026 and June 4, 2025. Repeat violation: Previously cited on 1/14/2026, 7/30/2025, 5/19/2025, 2/3/2025, 8/26/2024	Weather strip will be installed to prevent vermin.	8-14-2026	
10 251.06(2)(i) Deteriorating Paint Description: There is a small amount of peeling paint in the infant room where the rocking chair has scraped the wall. Part of Order/Forfeiture dated January 28, 2026, June 4, 2025 and February 3, 2025. Repeat violation: Previously cited on 1/14/2026, 5/19/2025, 2/3/2025	Rocking chair will be moved and kept away from walls. Wall will be repainted/touched up.	8-12-2026	

Name - Certified Operator / Licensed Center
Little Leaders Academy LLC

Provider Number / Facility ID Number
0000587450 / 001 - 2000751

Address - Facility (Street, City, State, Zip Code)
5833 W Silver Spring Dr Milwaukee WI 532183269

Telephone Number
414-464-7777

Date - Regulation Visit
7/8/2026

Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
11 251.06(2)(n) Garbage Containers - Construction & Disposal Schedule Description: There are two full garbage bags sitting in back hallway. Garbage needs to be in a rigid, covered, watertight container. Repeat violation: Previously cited on 1/14/2026, 5/19/2025	All teachers and staff will be notified to take trash out immediately versus letting it sit in the back hallway.	7-9-2026	
12 251.06(4)(i)1. Fire Alarms & Smoke Detectors - Installation Description: The fire alarm system was silenced. This was corrected during the visit.	Fire alarm will be checked daily to ensure proper operation.	7-9-2026	
13 251.06(9)(d)1.b. Food Storage - Refrigeration Units Description: The temperature in one of the refrigerators in the kitchen was 48 degrees. The refrigerator needs to be maintained at 40 degrees or below.	Kitchen staff will be notified to not stuff refrigerator too full so that the air can flow properly.	8-1-2026	
14 251.06(9)(d)1.c. Food Storage - Cold Storage Thermometers Description: Freezer at 8 Repeat violation: Previously cited on 1/14/2026	Kitchen staff notified not to over pack freezer to insure proper air flow.	8-1-2026	

Name - Certified Operator / Licensed Center
Little Leaders Academy Llc

Provider Number / Facility ID Number
0000587450 / 001 - 2000751

Address - Facility (Street, City, State, Zip Code)
5833 W Silver Spring Dr Milwaukee WI 532183269

Telephone Number
414-464-7777

Date - Regulation Visit
7/8/2026

Rule/Statute Number Noncompliance Statement		Correction Plan	Expected Completion Date	Verification Date
15	251.07(3)(a)5. Indoor Equipment - Intended Use Description: A child observed in a bouncy seat was not strapped in. The Pack N Play's in the infant room had an extra thicker mattress on top of the mattress that came with the Pack N Play. Per manufacture instructions no mattresses should be added.	All staff made aware of concern. All staff retrained on proper bounce seat use as well as pack & play use.	7-9-2026	
16	251.07(5)(a)10. Sharing Information About Food & Other Allergies Description: Child 1 who has listed food allergies on their health history form, is not listed on the food allergy sheet in the classroom or kitchen.	Food & Allergy list renewed and updated. Training had on compliance standard for this information.	7-17-2026	
17	251.09(1)(b) Infant & Toddler - Location & Sharing Intake Information Description: The infant and toddler intake for Child 1 is not in the classroom. *Intake was found in a stroller outside the room and placed back into the room.	Teacher trained on where documentation is to be kept in classroom for infant & toddlers.	7-9-2026	

Name - Certified Operator / Licensed Center

Little Leaders Academy Llc

Provider Number / Facility ID Number

0000587450 / 001 - 2000751

Address - Facility (Street, City, State, Zip Code)

5833 W Silver Spring Dr Milwaukee WI 532183269

Telephone Number
414-464-7777Date - Regulation Visit
7/8/2026

Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
		Date	
18 251.09(2)(bm) Infant & Toddler - Sleep Position Description: An infant was observed sleeping in bouncy seat.	Teachers training had on sleeping compliance rules for Infant/Baby room.	8-1-2026	

NAME - Agency Worker

Sara Cooney, Maureen Slatten

Date Issued

7/29/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

08/04/2026

DCF-F-CFS0294-E (R.06/2011)