

<b>Date Correction Plan Due</b> 5/5/2026	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b> 262-446-7800
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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> Learning Institute Mke Llc		<b>Provider Number / Facility ID Number</b> 1000591091 / 001 - 2006256		
<b>Address - Facility (Street, City, State, Zip Code)</b> 4730 N Teutonia Ave Milwaukee WI 532096231		<b>Telephone Number</b> 414-391-9354	<b>Date - Regulation Visit</b> 4/7/2026	
	<b>Rule/Statute Number Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
1	251.04(6)(a)6m. <b>Child Record - Immunization History</b>  Description: Child #2 does not have an immunization record on file at the center.	Established a copy from the parent. This form had been filed in the child's records.	immediately	
2	251.04(6)(b) <b>Current, Accurate Daily Attendance Record</b>  Description: Attendance is not current and accurate at the time of the visit. Two children who are present are not signed in.  Repeat violation: Previously cited on 5/13/2025	Correction updates have been addressed staff has been coached on the importance of keeping the Attendance Record current, and accurate.	immediately	

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3	251.05(2)(a)3.a. <b>Staff Record - Physical Examination</b>  Description: Staff C who has been employed for more than 30 days does not have a physical on file.  Repeat violation: Previously cited on 5/13/2025, 6/10/2024	Staff have been taken off the schedule until documentation is provided. Staff has completed her TB test with an expiration date of 2027	immediately	
4	251.05(3)(c) <b>Cardiopulmonary Resuscitation Training</b>  Description: Staff C does not have documentation of CPR/AED training.  Repeat violation: Previously cited on 5/13/2025	Staff has completed her CPR/AED training. Staff understands the severity of not keeping up with her training	immediately	
5	251.05(3)(gr)3.a. <b>Meal Prep Personnel - Training</b>  Description: Staff A does not have at least 4 hours of training in kitchen sanitation, food handling, and nutrition prior to being a cook.  Repeat violation: Previously cited on 5/13/2025, 6/10/2024	Staff A has completed the training for Meal Prep and has obtained her certification	immediately	
6	251.055(1)(f) <b>Child Tracking Procedure</b>  Description: The child tracking was not accurate in the school age room. Who children who were present are not marked on the tracking sheet.	The child tracking procedure has been revised to ensure that all children present in the school-age room are accurately marked on the tracking sheet, preventing any discrepancies in attendance records	immediately	

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7	251.06(3)(b)4. <b>Emergencies - Record Of Fire / Tornado Drills</b>  Description: There is no documentation of a fire drill for March.	While we were unable to retroactively document the Fire/Tornado Drill from March 2026, we conducted the required Fire/Tornado Drill on April 8, 2026, and will ensure that all future drills are performed and documented monthly to maintain compliance with safety protocols.	immediately	04/07/2026
8	251.06(4)(jm)2. <b>Fire Alarms &amp; Smoke Detectors - Testing</b>  Description: There is no documentation that the fire alarm system was tested in March.	While we were unable to retroactively document the fire alarm system test from March 2026, we conducted the required fire drill in April 2026 and will ensure that all future drills are performed and documented monthly to maintain compliance with safety protocols.	immediately	04/07/2026
9	251.07(5)(a)5.a. <b>Menus - Post</b>  Description: Menu posted in kitchen and near front door is not current. The menu is dated 3-23-26 to 3-28-26.  Repeat violation: Previously cited on 5/13/2025	We have removed the outdated menu from the kitchen and standardized the posting to only one menu on the parents' board at the front entrance. We are committed to updating the menu weekly and will maintain a history of past menus each week to ensure accuracy and compliance	immediately	
10	251.07(6)(dm)2. <b>Medical Log - Pages &amp; Entries</b>  Description: An entry dated 11/17/25 in pencil. All entries need to be in pen.  Repeat violation: Previously cited on 5/13/2025, 6/10/2024	We acknowledge the violation related to the medical log, where an entry was not recorded in pen as required. To ensure compliance, all future entries will be documented in pen only.	immediately	

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11	251.09(1)(b) <b>Infant &amp; Toddler - Location &amp; Sharing Intake Information</b>  Description: Two children in the infant room and one infant in the toddler room do not have an infant and toddler intake form in the classroom.	To rectify this issue, we have ensured that the required intake forms are now completed and placed in each respective classroom.	immediately	
12	251.09(1)(c) <b>Infant &amp; Toddler - Documenting Changes In Development</b>  Description: Child #1's infant and toddler intake form has not been updated in the last three months.	To address this, we have now completed an updated intake form reflecting the child's current developmental status.	immediately	

**NAME** - Agency Worker  
Sara Cooney, Maureen Slatten

Date Issued  
4/21/2026

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

*Charlotte Lewis*

Date Signed  
04/30/2026