| Date Correction Plan Due | NONCOMPLIANCE STATEMENT AND CORRECTION PLAN | TO FILE A COMPLAINT CALL |
|---|---|---|
| 7/21/2026 | | 715-930-1148 |

**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 |
|---|---|---|
| Learning Tree Academy | | 3000591953 / 001 - 2007179 |
| **Address - Facility (Street, City, State, Zip Code)** | **Telephone Number** | **Date - Regulation Visit** |
| 201 Carmichael Rd Suite 100 Hudson WI 540168373 | 715-531-8928 | 5/13/2026 |

| | Rule/Statute Number<br>Noncompliance Statement | Correction Plan | Expected Completion Date | Verification Date |
|---|---|---|---|---|
| 1 | 251.06(4)(d)<br>**Exits & Passageways - Unobstructed, Minimum Width**<br><br>Description: The marked fire exit to the Toddler's Playground was obstructed by a 5-gallon bucket, broom, and snow shovel.<br>Exits and exit passageways shall have a minimum clear width of three feet and be unobstructed by furniture or other objects. | Corrected onsite. Going forward emergency exits will be cleared and not blocked. | 05/13/2026 | |

| Name - Certified Operator / Licensed Center | | Provider Number / Facility ID Number | |
|---|---|---|---|
| Learning Tree Academy | | 3000591953 / 001 - 2007179 | |
| **Address - Facility (Street, City, State, Zip Code)**<br>201 Carmichael Rd Suite 100 Hudson WI 540168373 | **Telephone Number**<br>715-531-8928 | **Date - Regulation Visit**<br>5/13/2026 | |

| | Rule/Statute Number<br>Noncompliance Statement | Correction Plan | Expected Completion Date | Verification Date |
|---|---|---|---|---|
| 2 | 251.07(6)(dm)3.b.<br>**Medical Log - Injury In Care**<br><br>Description: An incident/injury report identifying an injury a child sustained the previous day, on 05/12/26, had not been entered into the medical log book.<br>A child care worker shall record any injuries received by a child while in the care of the center in the medical / injury log book on the date the injury occurred. The record shall include the child's name, the date and time of the injury, and a brief description of the facts surrounding the injury.<br><br>Repeat violation: Previously cited on 2/21/2025 | New procedure on incident reports started 5/18/2026. Reports will be written in the moment and added to the Medical Log. The incident report and Medical Log will be given to Leadership to sign before parents sign them. This will be done in the same day. Retrained staff on 5/18/2026 & 7/20/2026 | 05/18/2026 | |

**NAME** - Agency Worker
April Callihan

Date Issued
7/7/2026

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

Date Signed
7/20/26