**DEPARTMENT OF CHILDREN AND FAMILIES**
Division of Early Care and Education

# Compliance Statement
## Licensed Family Child Care Centers

TO FILE A COMPLAINT, CALL: (920) 785-7811

**Use of Form** Completion of this form meets the requirements of ch. 48, Wis. Stats., and provides the licensee with a summary of the results of the licensing visit.

**Instructions - Licensing Specialist** When no violations are observed during a visit, check the sections of the administrative code monitored. If you didn't monitor the entire section, you may also reference the specific subsections, paragraphs, and subdivisions that were completed.

**Instructions - Licensee** Post the Compliance Statement near the license in accordance with s.48.657, Wis. Stats. Please take a few minutes to complete the DCF customer satisfaction survey and tell us about your visit experience. The survey takes approximately 5 minutes to complete. It is voluntary and anonymous, and there is no penalty for not responding. Follow this link to provide your feedback: https://www.surveymonkey.com/r/LicenseFeedback. If you don't have Internet access, contact your licensing office for a paper version of the survey.

| Facility Name | Facility Address (Street, City, State, Zip Code) | Telephone Number | Facility ID |
|---|---|---|---|
| Willow Tree Early Learning Center | 1128 Golden Field RD Neenah, WI 549565685 | (920) 318-3330 | 2007448 |

**NO ADMINISTRATIVE CODE VIOLATIONS WERE OBSERVED DURING THIS LICENSING VISIT.**

The following checked items indicate the sections and / or partial sections of the administrative code that were monitored on this visit.

| | | | |
|---|---|---|---|
| ☑ | **Operational requirements** | ☑ | **Staff** |
| ☑ | **Physical plant and equipment** | ☑ | **Program** |
| ☑ | **Transportation**<br>N/A | ☑ | **Infant & toddler care** |
| ☑ | **Licensee not providing care 50% of hours**<br>N/A | ☑ | **Night Care**<br>N/A |

| Licensing Specialist Name | Visit Date | Issue Date |
|---|---|---|
| Jill Kellner | 12/19/2025 | 12/19/2025 |