

<b>Date Correction Plan Due</b> 3/8/2024	<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> Bgcgm - St Augustine Prep Academy		<b>Provider Number / Facility ID Number</b> 4000573254 / 027 - 2006644	
<b>Address - Facility (Street, City, State, Zip Code)</b> 2531 S 5Th St Milwaukee WI 532071416		<b>Telephone Number</b> 414-750-6692	<b>Date - Regulation Visit</b> 1/31/2024
	<b>Rule/Statute Number</b> <b>Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b> <b>Verification Date</b>
1	251.04(6)(a)1. <b>Child Record - Enrollment Information</b>  Description: The enrollment form for Child #4 & #6 lacked emergency contact information when a parent cannot be reached.	Child #4 & #6 have updated emergency contact information. All child enrollment forms have been reviewed to ensure emergency contact information . Area Director will ensure child records are accurate.	3/31/2024
2	251.04(6)(a)6. <b>Child Record - Health History</b>  Description: The file for Child #2 & #4 lacked complete health history and emergency care plan upon licensing review. Child #3 & #4 noted medical conditions; however, the form lacked information on signs/symptoms, triggers that may cause a problem, and what to do in the event of an emergency.	Child #2,#3,#4 have updated health history forms. Area Director will ensure child records are accurate.	3/31/2024

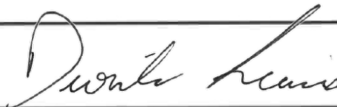
Name - Certified Operator / Licensed Center		Provider Number / Facility ID Number		
Bgcm - St Augustine Prep Academy		4000573254 / 027 - 2006644		
Address - Facility (Street, City, State, Zip Code) 2531 S 5Th St Milwaukee WI 532071416		Telephone Number 414-750-6692	Date - Regulation Visit 1/31/2024	
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3	<p>251.07(5)(a)5.a. <b>Menus - Post</b></p> <p>Description: Menus for meals and snacks provided by the center shall be posted in the kitchen and in a conspicuous place accessible to parents. There was no menus posted in the kitchen/lunchroom where meals are served nor was a menu posted in a place for parents. **The menu accessible to parents was corrected during the licensing visit.**</p>	Site Manager will ensure that menus will be accessible to parents.	3/8/2024	
4	<p>251.094(5)(a) <b>School-Age Group Leader - Supervision</b></p> <p>Description: Staff D and Staff G were each observed to be providing sole care to separate groups of children and were not under the supervision of a qualified school-age program leader.</p>	Area Director will ensure that staff providing sole care to groups of children will be a qualified school-age program leader.	3/31/2024	
5	<p>251.095(2m)(c) <b>School-Age Care - Supervision Of Group Of Children</b></p> <p>Description: there were not qualified school-age program leaders supervising two separate groups of children. Staff D was supervising one group for longer than 45 minutes and Staff G was supervising the second group for longer than 45 minutes. Staff D and Staff G are not qualified school-age program leaders.</p> <p>Repeat violation: Previously cited on 12/11/2023</p>	Area Director will ensure that staff supervising groups of children will be a qualified school-age program leader.	3/31/2024	

<b>Name - Certified Operator / Licensed Center</b> Bgcm - St Augustine Prep Academy		<b>Provider Number / Facility ID Number</b> 4000573254 / 027 - 2006644	
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			<b>Verification Date</b>

**NAME - Agency Worker**  
Kristin Keck

**Date Issued**  
2/22/2024

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



**Deonte Lewis**

**Date Signed**  
3/7/2024