

NONCOMPLIANCE STATEMENT AND CORRECTION PLAN

TO FILE A COMPLAINT CALL
262-446-7800

Date Correction Plan Due
12/30/2025

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 | |
|---|---|--------------------------------------|--------------------------------------|
| Bgcm - St Augustine Prep Academy | | 4000573254 / 027 - 20066644 | |
| Address - Facility (Street, City, State, Zip Code) 2531 S 5Th St Milwaukee WI 532071416 | | Telephone Number 414-750-6692 | Date - Regulation Visit 12/2/2025 |
| 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 information on file for Child #1 noted multiple medical conditions (asthma and a milk allergy); however, the emergency care plan for those medical conditions only included information pertaining to the milk allergy and did not include information regarding asthma and what to do in the event of an emergency. Repeat violation: Previously cited on 4/18/2024, 1/31/2024 | Child #1 will have an updated health history form. School Age Director Supervisor will ensure child records are accurate. | 1/9/2026 | |

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| 2 251.05(2)(a)4.b. Staff Record - Registry Certificate - School Age Programs Description: Staff B's registry certificate meets qualifications to work as a school age group leader or assistant teacher; however, staff B has been working as a school age program leader or child care teacher. | School Age Director Supervisor will ensure that the staffing qualifications will meet the appropriate DCF staff role for all staff. | 3/5/2026 | |
| 3 251.05(2)(a)6. Staff Record - Days & Hours Worked Description: Staff are not consistently documenting days and hours when used to meet ratio. On 12/1/25, staff signed into the 2nd grade room but did not sign out. Repeat violation: Previously cited on 9/18/2024, 7/30/2024 | School Age Director Supervisor will ensure that staff days and hours worked will include what room staff are working, as well as, staff sign in and sign out to meet staff to-child ratio. | 1/10/2026 | |
| 4 251.055(2)(b) Staff-To-Child Ratios - Minimum Description: On the day of the monitoring visit, staff-to-child ratios were not met in room 303 when there were 22 children (6th through 8th grade) with one staff member. This was corrected during the visit when children were moved to a different classroom. | School Age Director will ensure that staff-to-child ratios are met throughout the various classrooms. | 1/10/2026 | |

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| 5 251.094(4)(c) School-Age Program Leader - Training Description: Staff E only has documentation to work as a school age program leader or assistant teacher but has been working as a school age group leader or child care teacher. | School Age Director Supervisor will ensure that the staffing qualifications and documentation will meet the appropriate DCF staff role for all staff. | 3/5/2026 | |
| 6 251.095(2m)(c) School-Age Care - Supervision Of Group Of Children Description: On the day of the monitoring visit, Staff D, observed to be providing care to a group of children in Room 303, was not working under the supervision of a qualified school age program leader or child care teacher. Repeat violation: Previously cited on 7/30/2024, 4/18/2024, 1/31/2024, 12/11/2023 | School Age Director Supervisor will ensure that the staffing qualifications and documentation will meet the appropriate DCF staff role for all staff. | 3/5/2026 | |

NAME - Agency Worker
 Kristin Lange, Maureen Slatten

Date Issued
 12/17/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee



Date Signed
 1/6/25

