Date Correction Plan Due	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL
10/14/2026		262-446-7800

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
Bgcgm - St Augustine Prep Academy	4000573254 / 027 - 2006644

Address - Facility (Street, City, State, Zip Code)	Telephone Number	Date - Regulation Visit
2531 S 5Th St Milwaukee WI 532071416	954-592-6357	9/16/2026

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.05(2)(a)4.b. **Staff Record - Registry Certificate - School Age Programs** Description: There was no registry certificate on file for Staff B who was working as a school age program leader. Staff B meets the qualifications for a group leader but does not have the qualifications to be a program group leader. Repeat violation: Previously cited on 12/2/2025	The School Age Director will ensure that staff have the necessary Registry credentials or receive the training needed to achieve the appropriate Registry level before being placed in roles that involve supervising youth. The Area Director will provide oversight to verify that the School Age Director implements the correction plan.	1/14/2027	
2	251.05(2)(a)6. **Staff Record - Days & Hours Worked** Description: Staff were not documenting the days and hours when used to meet ratio. Staff in room 211 and 204 were not signed in. Two staff were present in room 206 but only one staff was signed in. Repeat violation: Previously cited on 12/2/2025, 9/18/2024	Staff days and hours worked will include what room staff are working to meet staff to-child ratio. Area Director will review BGCGM policy and procedure for staff record - days & hours worked with School Age Director.	11/14/2026	

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3	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 there were 20 children with one staff member. Repeat violation: Previously cited on 12/2/2025	Site will maintain the proper staff-to-child ratio. Area Director will review BCGGM policy and procedure regarding staff-to-child ratios - minimum with School Age Director.	11/14/2026	
4	251.06(2)(d) **Access To Materials Potentially Harmful To Children** Description: Disinfectant wipes labelled keep out of reach of children were accessible in all classrooms being used for care including Room 211, 209, 206, and 303.	Harmful materials have been removed and no longer accessible to children. Area Director will review BGCGM policy and procedure regarding access to potentially harmful materials to children with the School Age Director to ensure materials are not accessible to children.	10/14/2026	
5	251.094(4)(c) **School-Age Program Leader - Training** Description: Staff B and Staff E only have documentation to work as a school age group leader / assistant teacher but were providing supervision to a group of children as a school age program leaders/ teachers at the time of the visit. Repeat violation: Previously cited on 12/2/2025	The School Age Director will ensure that staff assigned in the DCF School Age Program Leader role will have the educational qualifications and documentation necessary to supervise children. The Area Director will provide oversight to verify that the School Age Director implements the correction plan.	1/14/2027	

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6	251.094(5)(a) **School-Age Group Leader - Supervision** Description: Staff B was not being supervised by a school-age program leader from 2:50pm-3:30pm. Staff B was then joined by Staff E who is qualified as a group leader. The group of children was not supervised by a school-age program leader.	The School Age Director will ensure that all staff in the DCF role of School Age Group Leader will be supervised by staff that meet the educational qualifications of a School Age Program Leader. The Area Director will provide oversight to verify that the School Age Director implements the correction plan.	1/14/2027	
7	251.095(2m)(c) **School-Age Care - Supervision Of Group Of Children** Description: On the day of the morning visit, Staff B was observed providing care to a group of children in Room 209 as the sole provider. According to the director Staff E joined the group at 3:30pm. Neither staff were qualified as a school-age program leader or child care teacher. There was not a qualified child care teacher or program leader providing supervision to the group. Repeat violation: Previously cited on 12/2/2025	The School Age Director will ensure that the supervision of children will be conducted by a DCF qualified childcare teacher or program leader. The Area Director will provide oversight to verify that the School Age Director implements the correction plan.	1/14/2027	

NAME - Agency Worker
Deborah Kersting

Date Issued
9/30/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee
Sarah Resch

Date Signed
10/14/2026