

Date Correction Plan Due 8/26/2025	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 608-422-6765
--	--	---

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.

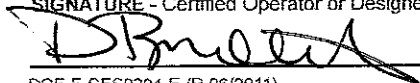
Name - Certified Operator / Licensed Center Mckenzie Family Boys And Girls Club		Provider Number / Facility ID Number 1000586911 / 011 - 2004934												
Address - Facility (Street, City, State, Zip Code) 232 Windsor St Sun Prairie WI 535902142		Telephone Number 608-661-4570	Date - Regulation Visit 7/2/2025											
	<table border="1"> <thead> <tr> <th data-bbox="226 730 226 792"></th> <th data-bbox="226 730 1008 792"> Rule/Statute Number Noncompliance Statement </th> </tr> </thead> <tbody> <tr> <td data-bbox="168 792 226 1183">1</td> <td data-bbox="226 792 1008 1183"> 251.04(6)(b) Current, Accurate Daily Attendance Record Description: Accurate written record of the daily attendance was not maintained when the actual time of arrival and departure for each child was not recorded despite hours of arrival and departure varying among the children. Attendance records showed that all children arrived to the center at 7:06 AM on June 20, but children did not all arrive at the same time on this date. Repeat violation: Previously cited on 5/9/2025 </td> </tr> </tbody> </table>		Rule/Statute Number Noncompliance Statement	1	251.04(6)(b) Current, Accurate Daily Attendance Record Description: Accurate written record of the daily attendance was not maintained when the actual time of arrival and departure for each child was not recorded despite hours of arrival and departure varying among the children. Attendance records showed that all children arrived to the center at 7:06 AM on June 20, but children did not all arrive at the same time on this date. Repeat violation: Previously cited on 5/9/2025	<table border="1"> <thead> <tr> <th data-bbox="1008 730 1522 792"> Correction Plan </th> </tr> </thead> <tbody> <tr> <td data-bbox="1008 792 1522 1183"> Trained Staff on New System to pull accurate records. </td> </tr> </tbody> </table>	Correction Plan	Trained Staff on New System to pull accurate records.	<table border="1"> <thead> <tr> <th data-bbox="1522 730 1759 792"> Expected Completion Date </th> </tr> </thead> <tbody> <tr> <td data-bbox="1522 792 1759 1183"> 8.26.25 </td> </tr> </tbody> </table>	Expected Completion Date	8.26.25	<table border="1"> <thead> <tr> <th data-bbox="1759 730 1967 792"> Verification Date </th> </tr> </thead> <tbody> <tr> <td data-bbox="1759 792 1967 1183"></td> </tr> </tbody> </table>	Verification Date	
	Rule/Statute Number Noncompliance Statement													
1	251.04(6)(b) Current, Accurate Daily Attendance Record Description: Accurate written record of the daily attendance was not maintained when the actual time of arrival and departure for each child was not recorded despite hours of arrival and departure varying among the children. Attendance records showed that all children arrived to the center at 7:06 AM on June 20, but children did not all arrive at the same time on this date. Repeat violation: Previously cited on 5/9/2025													
Correction Plan														
Trained Staff on New System to pull accurate records.														
Expected Completion Date														
8.26.25														
Verification Date														

Name - Certified Operator / Licensed Center Mckenzie Family Boys And Girls Club		Provider Number / Facility ID Number 1000586911 / 011 - 2004934	
Address - Facility (Street, City, State, Zip Code) 232 Windsor St Sun Prairie WI 535902142		Telephone Number 608-661-4570	Date - Regulation Visit 7/2/2025
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date
2	251.055(1)(a) Supervision Of Children Description: Each child was not supervised by a child care worker when, over a span of six minutes, Staff A left eight children alone in the center's outdoor play space for at least two minutes on June 20, 2025. This was self reported by the center. Repeat violation: Previously cited on 5/13/2025, 5/9/2025	Train staff During closure on how to communicate for assistance when alone.	8.1.25

NAME - Agency Worker
Cierrena Schoville

Date Issued
8/12/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee



Date Signed

8.26.25