

<b>Date Correction Plan Due</b> 3/24/2026	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b> 920-785-7811
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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> Lily Pad Learning Center Llc		<b>Provider Number / Facility ID Number</b> 4000589134 / 001 - 2003370		
<b>Address - Facility (Street, City, State, Zip Code)</b> 848 4Th St Fond Du Lac WI 549356700		<b>Telephone Number</b> 920-926-3053	<b>Date - Regulation Visit</b> 9/29/2025	
	<b>Rule/Statute Number Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
1	251.04(2)(h) <b>Policies Submitted &amp; Implemented</b>  Description: Center video footage shows that on September 18, 2025, and October 13, 2025, a child care worker was seen regularly using their cell phone when they were used in staff to child ratio. The cell phone use policy that was developed and adopted by the center allows cell phone usage only during breaks.	• all staff will receive refresher of cell phone policy and active supervision  • increase monitoring, including more random ones	3/25/26	

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2	<p>251.04(2)(m) <b>Health, Safety &amp; Welfare Of Children</b></p> <p>Description: On 09/18/2025, a 6 month old child in the Infants' Room received 22 half-moon red marks that, according to medical professionals, appeared to be adult fingernail scratches/marks on the child's body. Per staff interviews, the marks were not present on the child when the parent dropped them off, however, they started to appear later in the day and continued to appear throughout the afternoon. The lead teacher involved in the child's care was observed to be frustrated while caring for the infants on this day.</p>	<ul style="list-style-type: none"> <li>• all staff will receive additional training on proper handling of children</li> <li>• provide all staff with EAP support services through WEESSN</li> <li>• provide ongoing daily support</li> </ul>	3/25/26	2/4/2026
3	<p>251.055(1)(j) <b>Contact With Children - Alcohol, Controlled Substances</b></p> <p>Description: Based on video footage provided, on September 18, 2025, a child care worker was observed consuming alcohol while caring for children. On September 29, 2025, during the complaint investigation the licensee reported that the worker was terminated due to a co-worker observing a bottle of alcohol fall out of their pocket.</p>	<ul style="list-style-type: none"> <li>• staff was immediately terminated upon learning about alcohol</li> <li>• Ensure all staff have access to EAP supports and other mental health resources</li> </ul>	3/25/26	

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4	<p>251.07(2)(b) <b>Policy - Child Guidance</b></p> <p>Description: On 09/18/25 and 10/13/25 the child guidance policy to deal with children that are crying, fussy or distraught was not implemented. The worker was not calm nor comforting with the crying children. The worker was heard saying things like (audio imperfections): "You guys are pissing me off with this", "You will stop, you will not cry like that.", "What is your problem?", "All done.", "Go to bed. Stop it." "Go back to bed.", "You did f***ing wake her up.", "All done. You chose this.", "Mother f***king idiot."</p>	<p>• cover classroom expectations, DAP, DAE and proper language with all staff</p> <p>• offer ongoing trainings and resources.</p>	3/25/26	
5	<p>251.07(6)(dm)3.a. <b>Medical Log - Observation Or Evidence Of Injury</b></p> <p>Description: Based on center's records, on 08/14/2025, the program failed to document in the Medical Log Book scratches observed on a child in care.</p>	<p>• cover logbook documentation with all staff</p>	3/25/26	
6	<p>251.07(6)(i)2. <b>Adult Handwashing</b></p> <p>Description: Based on the center's video footage, on 09/18/2025, a staff member failed to wash their hands after changing an infant's diaper.</p> <p>Repeat violation: Previously cited on 5/29/2024</p>	<p>• Do refresher training on hand washing and importance</p>	3/25/26	

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7	251.09(2)(bm) <b>Infant &amp; Toddler - Sleep Position</b>  Description: On September 18, 2025, an infant was observed, via video, to be sleeping in a swing in the nap room area.	• Remove swing from sleep area • only allow 1 swing which must remain by the class door	Dec 2025	
8	251.09(2)(e) <b>Infant &amp; Toddler - Language Development, Learning Experiences</b>  Description: On September 18, 2025, routines were not used as occasions for language development and learning experiences. The child care worker rarely spoke to the children in her care. Much of the time the worker's attention was on their cell phone.	• Provide training on classroom expectations, modeling behavior, and importance of language and interactions with all staff	3/25/26	
9	251.09(3)(a)9. <b>Infant &amp; Toddler - Bottle Feeding</b>  Description: Based on the center's video footage, on 09/18/2025, a staff member propped the bottle of an infant while the child was in their crib.	• provide training to all staff on SIDS and proper infant feeding practices	3/25/26	2/4/2026

**NAME - Agency Worker**  
Gloribel Tegen

Date Issued  
3/10/2026

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

Date Signed

*Angela Schmitz*

3/24/25