

<b>Date Correction Plan Due</b> 8/4/2025	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b> 715-361-7700
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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> Trinity Merrill Lutheran Early Learning Center		<b>Provider Number / Facility ID Number</b> 5000591685 / 001 - 2006892		
<b>Address - Facility (Street, City, State, Zip Code)</b> 201 Stange St Merrill WI 544522309		<b>Telephone Number</b> 715-722-0523	<b>Date - Regulation Visit</b> 6/6/2025	
	<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(3)(jm) <b>Report - Prohibited Actions</b>  Description: Prohibited actions were not reported to the department within 24 hours after the incident.	staff will be retrained on when to call state	7/30/25	
2	251.04(4)(a)2.c. <b>Parent Notification - Injury, Consumption Of Allergen, Incorrect Medication</b>  Description: A child in the Sunshine Classroom sustained a head injury on 06/05/25 at 8:30am and parents were not immediately notified. They were notified at the end of the day during pick up.	staff will be retrained on when they should be notifying parents	7/30/25	

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3. 251.04(4)(a)2.e. <b>Parent Notification - Inappropriate Child Guidance</b>  Description: Parents were not notified that their child was subject to prohibited child guidance by staff.	Staff will be retrained on notifying parents on inappropriate child guidance	7/30/25	
4. 251.04(8)(a) <b>Mandated Reporting - Child Abuse &amp; Neglect</b>  Description: Several staff stated a child's condition rose to the level of abuse and/or neglect; however, they did not report concerns to child protective services or law enforcement.	<del>Staff</del> Staff retrained on when we should call CPS	Immediate 6/7/25	
5. 251.05(3)(b) <b>Abusive Head Trauma Prevention Training</b>  Description: Staff C and D did not have record of abusive head trauma training on file.  Repeat violation: Previously cited on 3/27/2025	Staff C completed AHT 3/18/25. Certificate printed and in file Staff D completed AHT 3/17. printed and in file	Immediate 6/6/25	
6. 251.05(3)(c) <b>Cardiopulmonary Resuscitation Training</b>  Description: Staff I and J did not have record of CPR on file.	Staff I completed CPR training 4/12/25. Staff J completed CPR training 2/2025 Certificates in Binder	Immediate 6/6/25	

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7	251.05(3)(cm) <b>Child Abuse &amp; Neglect - Biennial Training</b>  Description: Staff C and D did not have record of child abuse and neglect training on file.	STAFF C and D Completed on hire certificates in Binder	Immediate 6/7/25	
8	251.05(3)(f)2.b. <b>Child Care Teacher - High School Or Equivalent</b>  Description: Staff E and J did not have record of a high school diploma or its equivalent on file.	STAFF E has high School transcript in Binder STAFF J is going for HSED.	Immediate 6/6/25	
9	251.055(1)(b) <b>Supervision - Teacher Per Group Of Children</b>  Description: Per staff interview and review of the daily attendance sheet, two assistant teachers were supervising the Mini Monkeys Classroom from 7:05am-5:30pm.	STAFF educated on having a lead in the classroom at all times	Immediate 6/7/25	
10	251.06(2)(d) <b>Access To Materials Potentially Harmful To Children</b>  Description: Sanitizing and disinfecting products were in areas accessible to children in the upstairs girl's bathroom, downstairs girl's bathroom, and Mini Monkeys Classroom.	STAFF educated to put harmful materials out of reach of children.	Immediate 6/7/25	

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11	251.06(2)(i) <b>Deteriorating Paint</b>  Description: Deteriorating and/or flaking paint was in areas accessible to children in the Sunshine Classroom.	Wall was repainted and repaired	Immediate	
12	251.06(9)(d)1.d. <b>Food Storage - Covering Refrigerated Food</b>  Description: Frozen fruit and chicken nuggets were not properly covered after opening.	Kitchen staff have put items in sealed bags / containers	Immediate	
13	251.06(9)(d)2.a. <b>Food Storage - Dry Food</b>  Description: Dry food items were not stored in bags with zip-type closures or metal, glass or food grade plastic containers with tight-fitting covers.	Kitchen staff have put Dry foods in sealed containers	Immediate	
14	251.07(2)(c)1. <b>Time Out - Age</b>  Description: Time-outs are being used with children under the age of the 3 years old. Per staff interview, a 2-year-old child was placed on time-out.	Staff are being retrained on using time outs	7/30/25	

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15	<p>251.07(2)(e)2. <b>Prohibited Actions - Verbal</b></p> <p>Description: Staff in the Sunshine Classroom were heard and observed threatening to call a child's dad if they did not make good choice.</p> <p>Per staff interview, a teacher in the Mini Monkeys Classroom threatened to place children in the buckle chair for not listening.</p>	Staff are being retrained on the child guidance policy.	7/30/25	
16	<p>251.07(2)(e)3. <b>Prohibited Actions - Physical Restraint, Restriction, Enclosure</b></p> <p>Description: Per staff interview, a staff in the Mini Monkeys Classroom placed children in a chair with buckles as punishment when they were not listening.</p>	Staff are being retrained on child guidance policy.	7/30/25	
17	<p>251.07(3)(a)5. <b>Indoor Equipment - Intended Use</b></p> <p>Description: Per staff interview, a buckle chair rated for 1 year old's was used for a 2 year old as a time-out and not used per the manufacturer recommendation.</p> <p>Repeat violation: Previously cited on 3/27/2025</p>	Staff re educated on proper use of equipment.	7/30/25	

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18 251.07(6)(dm)2. <b>Medical Log - Pages &amp; Entries</b>  Description: Multiple lines were skipped in the Sunshine Classroom medical log book.	Staff re-educated on how to write in the med books.	Immediate	
19 251.07(6)(i)2. <b>Adult Handwashing</b>  Description: Staff in the Little Lambs Classroom did not wash their hands after wiping a child's nose.	Staff re-educated on handwashing	7/30/25	

NAME - Agency Worker  
Heather Struck, Dezarae Wierzb

Date Issued  
7/21/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

7/25/25