Date Correction Plan Due	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL
10/30/2026		920-785-7811

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
Doorway To Learning	5000591785 / 002 - 2007766

Address - Facility (Street, City, State, Zip Code)	Telephone Number	Date - Regulation Visit
5617 Gordon Rd Sturgeon Bay WI 542359607	920-818-0877	10/9/2026

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.05(2)(a)2. **Staff Record - Completed Background Check** Description: Based on record review and video observation on September 28, 2026 a three and a half year old child was under the sole supervision of a speech therapist who failed to have a complete background check from the department on file. Repeat violation: Previously cited on 8/20/2026	Have accurat documentation on file for therapists coming in. We will be making sure all forms of help coming in being one on one will have a background Check or signed in and out of classroom	10/20/2026	

Name - Certified Operator / Licensed Center		Provider Number / Facility ID Number	
Doorway To Learning		5000591785 / 002 - 2007766	
Address - Facility (Street, City, State, Zip Code)	**Telephone Number**	**Date - Regulation Visit**	
5617 Gordon Rd Sturgeon Bay WI 542359607	920-818-0877	10/9/2026	

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
2	251.055(1)(a) **Supervision Of Children** Description: The center self reported that on September 28, 2026, a 3.5-year-old child was left alone in the Otter classroom for approximately an hour while the rest of the class, was split between two other classrooms. The child was found sleeping in the honeycomb wall cubbies. Repeat violation: Previously cited on 5/4/2026	Doing a last time walk through looking for any kids that may be hanging out of the group in a different area. Again head count name to face tracking	10/20/2026	
3	251.055(1)(f) **Child Tracking Procedure** Description: On 9/28/26, a child care worker failed to implement the center's child tracking procedure of conducting a head count of the children when leaving the classroom to split the group between two other classrooms. The worker also failed to conduct head counts upon arrival to the two classrooms. In addition, the worker moved the child in the ProCare app to another classroom without confirming the child entered the room. This resulted in a 3.5-year-old child's whereabouts to be unknown to the child care worker for almost an hour.	Make sure when classrooms are splitting that all staff are aware of which kids are in their care Doing head counts on all transitions	10/20/2026	

NAME - Agency Worker
Cassandra Debauche

Date Issued
10/16/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed
10/20/2026