

Date Correction Plan Due
10/15/2025

NONCOMPLIANCE STATEMENT AND CORRECTION PLAN

TO FILE A COMPLAINT CALL
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

The Coloring Box Childcare Center

Provider Number / Facility ID Number
4000593184 / 001 - 2008227

Address - Facility (Street, City, State, Zip Code)
5505 W Lloyd St Milwaukee WI 532081002

Telephone Number
414-865-0336

Date - Regulation Visit
9/18/2025

Rule/Statute Number	Correction Plan	Expected Completion Date	Verification Date
251.04(6)(b) Current, Accurate Daily Attendance Record	Attendance record immediately updated to include the missing arrival time. All staff have been reminded that times should be documented as soon as child arrives or departs.	9/18/25	
251.04(6)(c) Daily Attendance Record - Transportation	Transportation record was immediately updated to include the missing departure time.	9/18/25	

Description: The daily attendance record is not current and accurate. An arrival time has not been recorded for one child observed in the care of the center.

Repeat violation: Previously cited on 8/12/2025

Description: The daily transportation attendance record does not include a departure time for a child who was picked up and brought to the center on 9/18/25.

Repeat violation: Previously cited on 8/12/2025

Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
<p>3</p> <p>251.05(2)(a)6. Staff Record - Days & Hours Worked</p> <p>Description: Documentation of the days and hours worked, and in which classroom, when the person was included in the staff-to-child ratio is incomplete. There are no staff hours recorded to demonstrate who met the staff-to-child ratio for a group of school-age children the morning of 9/18/25.</p>	<p>Record was reviewed and corrected to accurately reflect the hours worked and the classroom where staff member was included in the staff to child ratio.</p>	9/18/25	
<p>4</p> <p>251.05(1)(f) Child Tracking Procedure</p> <p>Description: The classroom tracking clipboard, which is used to ensure that the number, names, and whereabouts of children in care are known to assigned child care worker, did not include the names of all children that were in the care of the center the morning of 9/18/25.</p>	<p>Tracking sheet was reviewed and updated to include all children present in the classroom. Staff was informed on the importance of completing the form accurately and consistently at all times.</p>	9/18/25	
<p>251.08(6)(a) Child Safety Restraint System</p> <p>Description: Two children under the age of 8 were not transported in a child safety restraint system that is appropriate for the child's age and size and in accordance with s. 347.48 Stats. when the children were not transported in required booster seats.</p>	<p>Booster transporting children have been reviewed on proper child safety requirements. All children under 8 will be secured in appropriate car seat based on height and weight.</p>	9/19/25	

ME - Agency Worker
Green Slatten, Sara Cooney

NATURE - Certified Operator or Designee / Licensee or Designee

[Signature]

Date Issued
10/1/2025

Date Signed

10/08/2025