

<b>Date Correction Plan Due</b> 9/30/2024	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b> 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.

<b>Name - Certified Operator / Licensed Center</b> Community Learning Center		<b>Provider Number / Facility ID Number</b> 0000558800 / 001 - 1003777		
<b>Address - Facility (Street, City, State, Zip Code)</b> 1234 Lincoln Ave Port Washington WI 53074		<b>Telephone Number</b> 262-284-6502	<b>Date - Regulation Visit</b> 9/4/2024	
	<b>Rule/Statute Number Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
1	251.04(6)(b) <b>Current, Accurate Daily Attendance Record</b>  Description: Based upon review, a child was not signed into the red room attendance record during the visit and added by the teacher once brought to their attention.	The following will be reviewed at the next staff meeting with all staff; Each classroom shall maintain a current, accurate written record of the daily attendance of each child in attendance on the classroom clipboard. This includes the actual time of arrival and departure for each child in attendance daily. DCF 251 p. 25	9-18-24	
2	251.06(2)(i) <b>Deteriorating Paint</b>  Description: Based upon observation the paint on the wall in the purple room was deteriorated on the north wall behind the cots.  Repeat violation: Previously cited on 6/23/2023	The following will be reviewed at the next staff meeting with all staff; Indoor toys and equipment shall be safe and durable. *If classroom staff notice repair(s) needed they must provide admin with written notice. DCF 251 p. 85	9-9-2024  The area was painted with matching wall paint color	

<b>Name - Certified Operator / Licensed Center</b> Community Learning Center		<b>Provider Number / Facility ID Number</b> 0000558800 / 001 - 1003777		
<b>Address - Facility (Street, City, State, Zip Code)</b> 1234 Lincoln Ave Port Washington WI 53074		<b>Telephone Number</b> 262-284-6502	<b>Date - Regulation Visit</b> 9/4/2024	
	<b>Rule/Statute Number Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
3	251.06(9)(d)2.a. <b>Food Storage - Dry Food</b>  Description: Based upon observation, a cheerio box was open and not stored in a food grade container in the cereal cabinet.	The following will be reviewed at the next staff meeting with all staff; Food Storage  DCF 251 p. 71	9-18-2024	
4	251.07(3)(a)2. <b>Indoor Equipment - Construction, Condition</b>  Description: Based upon observations, the blue couch arms in yellow room were flaking and not in good condition.	The following will be reviewed at the next staff meeting with all staff; Indoor toys and equipment shall be safe and durable. *If classroom staff notice repair(s) needed they must provide admin with written notice. DCF 251 p. 85	9-13-2024  The areas of needed repair have been covered with matching duct tape	

**NAME** - Agency Worker  
Amanda Holz

Date Issued  
9/16/2024

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

Date Signed  
9/19/2024