

<b>Date Correction Plan Due</b> 3/19/2026	<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> 3/4/2026	
	<b>Rule/Statute Number Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
1	251.06(11)(b)6. <b>Cca Treated Lumber</b>  Description: The wood beams located in the playground have not been sealed with an exterior oil based sealant or stain in the past 2 years.	Admin will ask both our maintenance individual and landscape company for best solution: sealant/stain or complete replacement.  Admin will also reach out to local businesses for quote(s) on complete replacement.	3-31-2026  CLC will update DCF when a decision has been made.	
2	251.06(11)(b)7. <b>Outdoor Play Space - Enclosure</b>  Description: In the older children's playground, there is a section of the fence that is less than 4 feet high due to the wood beams located near the fence. In one section, the fence is 2 feet 8 inches high from the wood beam to the top of the fence. Also a large section of the fence has a 5 to 10 inch gap along the base of the fence. In the younger children playground, there was a section of the fence that was less than the required 4 feet high from the ground to the top of the fence.	Calls have been made to the following businesses to receive quotes for either repair or replacement:  1- A-1 Fence-came to take measures on 3-9-26  2-Superior Fence & Rail-scheduled to measure on 3-11-26  3- Simple Solution Fencing- Possible measure on 3-11-26	Depends on return of quotes.  Once quotes are returned, an email will be sent to CLC's Board of Directors for review and approval.  CLC will update DCF when a quote has been approved and project has been scheduled.	

Name - Certified Operator / Licensed Center		Provider Number / Facility ID Number		
Community Learning Center		0000558800 / 001 - 1003777		
Address - Facility (Street, City, State, Zip Code)		Telephone Number	Date - Regulation Visit	
1234 Lincoln Ave Port Washington WI 53074		262-284-6502	3/4/2026	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
3	<p>251.06(11)(bm)3. <b>Outdoor Play Equipment - Construction, Condition</b></p> <p>Description: In the older children playground, there were 2 tricycles with missing pedals. In the Fish Room, the surface of one of the soccer balls was peeling.</p>	<p>The 2 tricycles have been removed from the playground at the moment and not accessible to the children. The soccer ball, along with other balls that were showing signs of wear, have been eliminated from CLC.</p> <p>Admin will look into replacement pedals and order if available. If replacement pedals are not available the tricycles will be eliminated.</p>	<p>3-7-2026</p> <p>3-31-2026</p>	
4	<p>251.06(2)(a) <b>Potential Source Of Harm On Premises</b></p> <p>Description: In castles Room, there were two toys with 16 inch long cords (a cord can not be more than 12 inches long).</p>	<p>The 2 bug catcher toys have been removed from the classroom.</p>	<p>3-5-2026</p>	
5	<p>251.06(2)(i) <b>Deteriorating Paint</b></p> <p>Description: In the Fish Room, there was chipped paint on the left hand side wall. The Suns' Room, also had chipped paint on the left hand side wall. In the Orange Room, there was also chipped paint on the left hand side wall.</p> <p>Repeat violation: Previously cited on 9/4/2024</p>	<p>Touch-up paint has been done to all needed areas.</p> <p>The last Friday of each month a member of admin will walk around each classroom and note any needed areas. If touch-up paint is needed, a work order will be filled out for our maintenance individual to complete.</p>	<p>3-7-2026</p>	
6	<p>251.06(9)(g)1.b. <b>Meal Preparation Staff - Clothing, Hair Restraints</b></p> <p>Description: in the kitchen located in building #3, the cook was not wearing a hairnet.</p>	<p>Assistant Cook was asked if she preferred a baseball cap or hairnet. She requested a hairnet and will also check for baseball hat at home.</p> <p>A supply of hairnets will be made available for both cooks.</p>	<p>3-4-2026</p> <p>3-10-2026</p>	

<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> 3/4/2026	
	<b>Rule/Statute Number Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
7	251.07(6)(f)1.a. <b>Medication Administration - Parent Authorization</b>  Description: In the Yellow Room, the medication authorization forms were missing the length of the authorization for two medications. In the Group Side A Infants Room (White Room), a medication authorization form was missing the length of authorization for an Epi Pen.	All staff in both White and Yellow Rooms were shown how to ensure parents have filled out medication forms with all needed information.  The 2 incorrect forms had an end dated added.  This policy will be reviewed again with all CLC staff at our March staff meeting.	3-4-2026   3-17-2026	
8	251.09(1)(j) <b>Infant &amp; Toddler - Crib Mattresses &amp; Coverings</b>  Description: In the Yellow Room Infants' Room, one of the mattress covers did not fit snugly around the mattress (green mattress cover). In Group A Infants Room (White Room), one of the mattress covers did not fit tightly around the mattress.	All staff in both White and Yellow Rooms were explained how crib sheets should fit snugly around the mattress.  Proper fitting will be reviewed again with all CLC staff at our March staff meeting.	3-4-2026   3-17-2026	

**NAME** - Agency Worker  
Gloribel Tegen

Date Issued  
3/5/2026

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

Katrina Schmitt

Date Signed  
3-9-2026