

Date Correction Plan Due 2/26/2024	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 920-785-7811
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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.

Name - Certified Operator / Licensed Center Trinity Lutheran Preschool		Provider Number / Facility ID Number 9000578639 / 001 - 420691		
Address - Facility (Street, City, State, Zip Code) W2776 State Highway 32 Howards Grove WI 530835236		Telephone Number 920-565-3669	Date - Regulation Visit 1/31/2024	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.05(2)(a)1. Staff Record - Personal Information Description: Staff worker A on the staff record checklist does not have a staff record form on file at the center.	<i>Staff worker A has completed the form and and filed it with her records.</i>	<i>Feb. 2024</i>	
2	251.06(11)(b)7. Outdoor Play Space - Enclosure Description: Snow was not removed from the gate area to be able to open and close gate.	<i>Staff will make every effort to keep the gate shoveled (free from snow) and closed. If snow in playground area is too deep, children will not be allowed in.</i>	<i>Jan. 31, 2024</i>	

NAME - Agency Worker Linda Juckem	RECEIVED MAR 07 2024	Date Issued 2/12/2024
SIGNATURE - Certified Operator or Designee / Licensee or Designee <i>Marilyn Heusermann</i>	DEPT OF CHILDREN & FAMILIES NORTHEASTERN REGION	Date Signed <i>3-3-2024</i>