

Date Correction Plan Due 2/6/2026	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		Provider Number / Facility ID Number	
Trinity Lutheran Preschool		9000578639 / 001 - 420691	
Address - Facility (Street, City, State, Zip Code)		Telephone Number	Date - Regulation Visit
W2776 State Highway 32 Howards Grove WI 530835236		920-565-3669	1/22/2026
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date
1	251.05(3)(cm) Child Abuse & Neglect - Biennial Training Description: On 1/22/26, upon review of staff files, staff member A last completed mandated reporter training 9/2023 (required every 2 years).	<i>Staff member A completed the Mandated Reporter online training course on 1/23/26. Form certificate is in records</i>	<i>1/23/26</i>
		Verification Date	

RECEIVED
ZERO - GREEN BAY
FEB 10 2026
DEPT. OF CHILDREN
& FAMILIES

NAME - Agency Worker Jessica Farah	Date Issued 1/30/2026
SIGNATURE - Certified Operator or Designee / Licensee or Designee <i>Dori Matte</i>	Date Signed <i>1/30/26</i>