

Date Correction Plan Due 3/6/2026	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 262-446-7800
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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 Kce Champions Llc At Bay Lane		Provider Number / Facility ID Number 0000580590 / 075 - 2004048		
Address - Facility (Street, City, State, Zip Code) S75w16399 Hilltop Dr Muskego WI 531508849		Telephone Number 262-226-7535	Date - Regulation Visit 2/17/2026	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(2)(L)1.a. Monitoring Results Posted Description: The most recent monitoring results were not posted near the license.	Non compliance correction plan are now posted near the family communication board area.	3/1/26	
2	251.04(6)(a)6. Child Record - Health History Description: Children 4 and 6, identified as having a medical condition, did not have documentation of additional information required for care, including signs or symptoms to watch for, steps the provider should follow, when to call the parents, and when to consider the condition requires emergency medical care.	Children 4 & 6 have updated documentation in their files for required care.	2/27/26	

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3	251.05(2)(a)6. Staff Record - Days & Hours Worked Description: Staff hours were not accurate in the pm 4K wrap room when two staff were not signed in and a staff person, not in the room, had prefilled hours for the entire day.	Staff were retrained on the child supervision record , we do not pre fill hours and do hourly checks, which include acculturate times for teachers	2/27/26	
4	251.05(3)(cm) Child Abuse & Neglect - Biennial Training Description: Staff B's training in child abuse & neglect laws, identification, and reporting was expired.	Staff B has re taken the Mandated Reporter Training required for this.	2/27/26	
5	251.05(3)(g)2. Assistant Child Care Teacher - Qualifications Description: Staff C, working as an assistant since 2022, did not have documentation of assistant qualifying coursework on file.	Staff C has an updated file, including qualifying coursework.	2/27/26	
6	251.05(4)(c)9. Continuing Education - Documentation Of 12 Month Period Description: Staff B, C, and D did not have documentation of 15 hours of continuing education completed in 2025.	Site director has updated all continuing education forms for all staff, including staff B.C & D	2/27/26	

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7	251.07(6)(f)6. Current Authorizations For Medications On Premises Description: Four medications at the center did not have current authorizations on file.	Medications have been returned home that did not to be on site. Any other medication will have the authorizations stored with the medication.	2/27/26

NAME - Agency Worker
Cindy Matuszak

Date Issued
2/20/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee
Jeanna Johnson *jeanna johnson*

Date Signed
3/3/2026