

NONCOMPLIANCE STATEMENT AND CORRECTION PLAN

TO FILE A COMPLAINT CALL
262-446-7800

Date Correction Plan Due 4/9/2026

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

Crystal's Creative Minds Lrng Ctr LLC

6000583046 / 002 - 1014101

Address - Facility (Street, City, State, Zip Code)
3601 W Fond Du Lac Ave Milwaukee WI 532163738

Telephone Number
414-395-3075

Date - Regulation Visit
3/10/2026

Rule/Statute Number	Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(2)(L)1.a. Monitoring Results Posted Description: An Enforcement Order issued on November 12, 2025 is not posted.	ENFORCEMENTS WILL BE POSTED IMMEDIATELY AFTER RECEIVING THEM	IMMEDIATELY 9/1/24	
2	251.04(6)(a)8.a. Child Record - Physical Exam - Under 2 Description: Child #2 and Child #3 (both under the age of 2) do not have a physical on file within the last 6 months. Repeat violation: Previously cited on 1/14/2025	Physicians will BE UPDATES	May 1, 26	

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3 251.04(6)(b) Current, Accurate Daily Attendance Record Description: Attendance was not accurate at the time of the visit. 15 children were present however only 13 children were signed in.	ALL CHILDREN WILL BE SIGNED IN UPON ENTRY	3/26/26	
4 251.05(2)(a)6. Staff Record - Days & Hours Worked Description: Staff are not documenting which classroom they work in when they are being used to meet ratio. Repeat violation: Previously cited on 11/5/2025, 1/14/2025	STAFF NAMES HAVE BEEN PLACED ON SIGN IN SHEETS ; WILL BE COMPLETED	3/26/26	
5 251.05(3)(f)3. Child Care Teacher - Entry-Level Training Description: Staff E does not have entry level training as a child care teacher.	FOR THE TBC & THE CLASS I WAS WAITING ON REIFICATION STAFF WILL BE INQUIRING ABOUT CLASS	5/1/26	
6 251.055(1)(b) Supervision - Teacher Per Group Of Children Description: At the time of the visit there was not a qualified child care teacher with the group of children in the Little Explorers room. Repeat violation: Previously cited on 1/14/2025	STAFF IS INQUIRING ABOUT CERTIFICATE STATUS	5/1/26	

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<p>7</p> <p>251.055(1)(f) Child Tracking Procedure</p> <p>Description: Child tracking was not accurate at the time of the visit. There were five children in the Infant room and only three on the child tracking. One child came from the Little Explores room (where he was still tracked in) and one child came from the Coop Melon room (where he was still tracked in).</p> <p>Part of Warning Letter dated January 24, 2025. Part of Enforcement Order dated November 12, 2025.</p> <p>Repeat violation: Previously cited on 11/5/2025, 1/14/2025</p>	<p>Child was having an additional session along he will make note of children waiting to switch classes mid- Oct</p>	<p>2/26/26</p>	
<p>8</p> <p>251.06(2)(a) Potential Source Of Harm On Premises</p> <p>Description: There are several loose cords accessible to children from fans. Loose cords as a strangulation hazard.</p> <p>Repeat violation: Previously cited on 1/14/2025</p>	<p>Cords will be taken down to prevent hazard</p>	<p>4/15/26</p>	
<p>9</p> <p>251.06(4)(a) Fire Extinguishers - Operable, Inspected, Labeled</p> <p>Description: The fire extinguishers have not been inspected in the last 12 months. They were last inspected in January 2025.</p>	<p>Extinguishers have been inspected</p>	<p>3/26/26</p>	

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10 251.06(9)(g)1.b. Meal Preparation Staff - Clothing, Hair Restraints Description: Staff B did no wear a hair net when preparing lunch.	STAFF WORKING WITH FOOD WILL WEAR HAIR NETS	4/10/26	
11 251.07(3)(a)5. Indoor Equipment - Intended Use Description: There are two mattresses in each crib on top of each other. The manufacture notice in the crib clearly states do not add extra mattress. It also states the mattress in the crib should not be more than two inches. The mattress that was added is 3 inches. The straps for the bucket seats have been removed. Repeat violation: Previously cited on 11/5/2025, 1/14/2025	1 MATTRESS HAS BEEN REMOVED & ALL BUCKET CHAIRS HAVE NEW STRAPS	2/26/26	
12 251.08(2) Permission & Emergency Information Description: The transportation permission and emergency form for two children is missing the second page.	PERMISSION WILL BE UPDATED	4/20/26	
13 251.08(3) Information In Vehicle - Required Description: Three children who were transported the morning of the visit do not have any emergency information in the vehicle.	INFO HAS BEEN ADDED TO VAN	3/26/26	

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14 251.08(3)(c) Information In Vehicle - Route And Stops Description: The routes and stops on the bus are not accurate and do not reflect all the children transported. Repeat violation: Previously cited on 1/14/2025	Routes have been updated	3/30/26	
15 251.09(1)(b) Infant & Toddler - Location & Sharing Intake Information Description: A child under the age of two did not have an infant and toddler intake form in the room/area the child was being cared for in.	Form will be completed, added to binder	4/10/26	
16 251.09(1)(c) Infant & Toddler - Documenting Changes In Development Description: Two out of three infant and toddler intakes reviewed have not been updated in the last three months. One was last updated 2/2/25 and one was last updated 11/3/25.	intakes will be made every 3 months	3/26/26	

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17 251.09(2)(b)m) Infant & Toddler - Sleep Position Description: An infant was observed sleeping in a bouncy seat. Part of Warning Letter dated January 24, 2025. Part of Enforcement Order dated November 12, 2025. Repeat violation: Previously cited on 11/5/2025, 1/14/2025	<i>sleeping children will be placed in CSD immediately</i>	<i>3/26/26</i>	
18 251.09(3)(a)2. Infant & Toddler - Food & Formula Brought From Home Description: A open can of formula brought from home for an infant is not dated.	<i>ALL FORMULA CANS WILL BE DATED UPON ARRIVING @ THE CENTER</i>	<i>3/26/26</i>	

NAME - Agency Worker
Sara Cooney, Kristin Lange

Date Issued
3/25/2026

SIGNATURE - Certified Operator-Designee / Licensee-Designee

Date Signed

3/26/2026