

Date Correction Plan Due
11/28/2025

NONCOMPLIANCE STATEMENT AND CORRECTION PLAN

TO FILE A COMPLAINT CALL
262-446-7800

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
11/5/2025

Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1 251.05(2)(a)6. Staff Record - Days & Hours Worked Description: Staff are not documenting which classroom they are working in when documenting their hours when used to meet staff to child ratios. Repeat violation: Previously cited on 1/14/2025	STAFF will HAVE a spot to sign into each class	12/1/25	
2 251.055(1)(f) Child Tracking Procedure Description: The center's child tracking procedure was not accurate at the time of the visit. One child in the infant room and one child in the toddler room were not on the child tracking sheet. Part of Warning Letter dated January 24, 2025 Repeat violation: Previously cited on 1/14/2025	CHILDREN will be signed in/out of room attendance book	12/17/25 11/17/25	

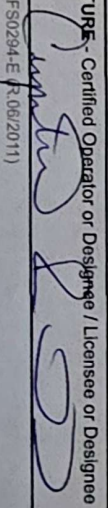
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3 251.07(3)(a)5. Indoor Equipment - Intended Use Description: A child sitting in an infant/toddler bucket seat table was not strapped in per manufacture guidelines. Repeat violation: Previously cited on 1/14/2025	ALL CHILDREN WILL BE STRAPPED IN CHAIR @ TABLE	11/17/25	
4 251.09(2)(bm) Infant & Toddler - Sleep Position Description: An infant was observed sleeping in a bouncy seat at the time of the visit. Part of Warning Letter dated January 24, 2025 Repeat violation: Previously cited on 1/14/2025	ALL CHILDREN WILL SLEEP IN A BSD	11/17/25	

NAME - Agency Worker
 Sara Cooney, Maureen Slatten

Date Issued
 11/12/2025

SIGNATURE - Certified Operator or Designer / Licensee or Designee



Date Signed
 11/14/2025

