

<b>Date Correction Plan Due</b> 3/2/2026	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b> 715-361-7700
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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.

<b>Name - Certified Operator / Licensed Center</b> Little Scholars Beginnings Llc		<b>Provider Number / Facility ID Number</b> 1000585061 / 001 - 1014742		
<b>Address - Facility (Street, City, State, Zip Code)</b> 3209 Business Park Dr Stevens Point WI 544828837		<b>Telephone Number</b> 715-344-4330	<b>Date - Regulation Visit</b> 1/30/2026	
	<b>Rule/Statute Number Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
1	251.05(3)(cm) <b>Child Abuse &amp; Neglect - Biennial Training</b>  Description: Staff A did not have record of child abuse and neglect training on file.  Repeat violation: Previously cited on 4/1/2024	At the time of the inspection, Staff A had completed the required Child Abuse and Neglect training. However, the certificate had not yet been placed in the employee file and was in the "to be filed" basket. The documentation has since been placed in the staff member's file. Moving forward, administration will ensure documentation is readily available during inspections.	01/30/2026	
2	251.055(2)(d) <b>Mixed Age Group With Children Under Age 2 - Group Size</b>  Description: Per record review and staff interview, there were 10 children in the Infant #2 Room with 9 of those children being under the age of 18 months, exceeding the maximum group size of 8 children.	The teacher believed it was acceptable to have 10 children because some of the children were sleeping. She was reminded that ratios and classroom size must be maintained at all times regardless of the children being awake or sleeping. Administration reviewed the ratio requirements again with the teacher and will continue to monitor classrooms to ensure staff remain in compliance with ratio regulations.	02/05/2026	

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3	<p>251.06(9)(d)1.c. <b>Food Storage - Cold Storage Thermometers</b></p> <p>Description: There was not a thermometer in the freezer of the infant classroom.</p> <p>Repeat violation: Previously cited on 6/18/2025, 11/7/2024, 4/1/2024</p>	<p>A thermometer has since been placed in the freezer, and administration will regularly check to ensure all refrigerators and freezers have working thermometers in place and are being properly monitored.</p>	01/30/2026	
4	<p>251.07(6)(dm)4. <b>Medical Log - Reviewing Injury Records</b></p> <p>Description: Medical log books were not reviewed within the last 6 months to ensure all possible preventable measures are taken.</p> <p>Repeat violation: Previously cited on 4/1/2024</p>	<p>The logbook has since been reviewed and updated. Administration will implement a reminder system to ensure it is reviewed and documented every six months or sooner going forward.</p>	01/30/2026	
5	<p>251.07(6)(f)1.a. <b>Medication Administration - Parent Authorization</b></p> <p>Description: The parent authorization for one medication in the Purple Classroom exceeded the recommended length of time to administer on the label.</p> <p>One medication in the Infant Classroom required a doctor consultation prior to use with a child under the age of 24 months and a doctor was not consulted.</p> <p>One parent authorization in the Infant Classroom did not contain specific intervals and length of authorization.</p> <p>Repeat violation: Previously cited on 6/18/2025, 11/7/2024</p>	<p>Purple Classroom: Although the medication was not given past the length of time to administer, it was still in the classroom. Therefore, it has since been returned to the parent and staff were reminded that medications need to be sent home immediately when not in use.</p> <p>Infant Classroom: The teachers were reminded that medications must have a complete parent authorization filled out and that it has to follow that label directions and include physician approval when required before being used or stored at the center.</p> <p>Parent Authorization: Staff were shown and reminded that every section on the parent authorization form must be filled out, including the interval and length of time in order for staff to administer any medication.</p> <p>Administration will review all medication forms upon children enrolling and periodically moving forward to ensure they meet all state child care medication requirements.</p>	02/05/2026	

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6	<p>251.07(6)(f)1.b. <b>Medication Administration - Containers &amp; Labeling</b></p> <p>Description: One medication in the Purple Classroom was not labeled with the child's name.</p> <p>Repeat violation: Previously cited on 11/7/2024</p>	<p>The medication has since been properly labeled, and staff have been reminded that all medications must be clearly labeled with the child's name before being administered. Administration will also review medication on a regular basis to ensure they meet labeling requirements.</p>	01/30/2026	
7	<p>251.07(6)(f)5. <b>Medication Administration - As Labeled &amp; Authorized</b></p> <p>Description: One medication in the Purple Classroom was not administered per the parent authorization.</p>	<p>Staff have since been reminded that all medications must be administered exactly as written on the parent authorization form, and administration will review medication instructions with staff and monitor medication procedures to ensure they are followed correctly moving forward.</p>	01/30/2026	
8	<p>251.07(6)(f)6. <b>Current Authorizations For Medications On Premises</b></p> <p>Description: The parent authorization for one medication in the Purple Classroom was expired.</p> <p>One medication in the Purple Classroom was expired.</p> <p>Repeat violation: Previously cited on 11/7/2024</p>	<p>The medication has since been sent home and expired authorization removed from the classroom. Staff have been reminded to regularly review medication authorizations and return medications promptly when authorizations expire. Administration will regularly check the classrooms to ensure none of the medications have expired.</p>	01/30/2026	


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9	251.08(4)(b) <b>Driver Orientation - Requirement</b>  Description: Staff B and C did not have current record of driver orientation on file.  Repeat violation: Previously cited on 6/18/2025	Staff C has been on medical leave and has not been driving the bus. If Staff C returns, then the record will be placed in his file upon returning. The record for Staff B has since been put in her file. Administration will ensure all required driver records are completed and maintained on file moving forward.	02/05/2026	
10	251.08(5)(b) <b>Vehicle Inspection Report</b>  Description: The annual vehicle inspection reports were not on file.  Repeat violation: Previously cited on 6/18/2025	The inspection has since been completed and the report has been placed in on file and Administration will ensure future inspections are completed on time and documentation is maintained and readily available for review.	02/30/2026	
11	251.09(4)(a)3. <b>Infant &amp; Toddler - Diaper Changing Surface Disinfection</b>  Description: Per observation and staff interview, staff in the infant classroom are not using the disinfectant per the product label.  Repeat violation: Previously cited on 4/1/2024	Staff have since been reminded to follow all disinfectant product label directions, including contact time before wiping, and Administration will continue to review cleaning procedures with staff to ensure proper use moving forward.	02/05/2026	

**NAME - Agency Worker**  
Heather Struck, Amanda Foley

**Date Issued**  
2/16/2026

**SIGNATURE - Certified Operator or Designee / Licensee or Designee**

**Date Signed**  
03/01/2026

  
DCF-F-CFS0294-E (R.06/20/11)