

**NONCOMPLIANCE STATEMENT AND CORRECTION PLAN**

**TO FILE A COMPLAINT CALL**  
262-446-7800

**Date Correction Plan Due**  
7/3/2024

**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 251.04(2)(f) 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**

Cadence Academy Of Menomonee Falls

4000589094 / 004 - 2005008

**Address - Facility (Street, City, State, Zip Code)**  
N87W15105 Main St Menomonee FIs WI 530513133

**Telephone Number**  
262-437-0900

**Date - Regulation Visit**  
6/10/2024

Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1 251.04(3)(a) <b>Report - Incident Or Accident</b>  Description: An incident occurred while a child was in care that resulted in professional medical evaluation; this was not reported to the Department within 24 hours.	All incidents will be reported to DCF within 24 hours.	6/28/24	
2 251.05(2)(a)5. <b>Staff Record - High School Diploma</b>  Description: Staff D did not have documentation of a high school diploma.  Repeat violation: Previously cited on 5/17/2023	Staff member's high school is closed we have submitted for high school diploma through parchment.	7/31/2024	

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Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
<p>3            251.055(1)(a)  <b>Supervision Of Children</b>            Description: During a visit on 6/10/24, a child was not within sight and sound of staff. A child, under the age of 2, was left unattended outside and the child crossed a parking lot. This was during the transition to the outdoor play space. The child was unsupervised for under one minute. When staff went to get the child, the fence gate was left open and another child, under the age of 2, exited.</p>	<p>A child was with their classroom walking to the playground which is adjacent to the parking lot. The child stepped approximately 5ft from the line of children. The child was directly observed walking from the line by the staff member and was immediately returned to the line. When another staff member also assisted</p>	<p>by walking through the gate, a child followed. Both children were under supervision during this time and never left unattended. An administrative hearing request pursuant to WI Statute 887.42 has been submitted.</p>	
<p>4            251.055(1)(f)  <b>Child Tracking Procedure</b>            Description: Staff did not follow their tracking procedure when they were transitioning from the classroom to outside and their tracking form was left inside.</p>	<p>Staff members have been re-trained on tracking procedures. Staff has also been reminded tracking must be with them at all times.</p>	<p>6/28/24</p>	
<p>5            251.06(2)(a)  <b>Potential Source Of Harm On Premises</b>            Description: There was an exposed sharp piece of metal on the screen door in the 1-year old room, which was accessible to children.</p>	<p>The exposed sharp piece has been fixed and removed and new door was put in.</p>	<p>6/28/2024</p>	

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Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
6 251.06(2)(gm) Premises - Well Drained, Clean, In Good Repair Description: A rug in Green Room appeared to have several spills/stains on it, and the tile flooring in the Green Room was dirty. The walls and stairs of two stairways were also dirty. The screen on the door in the 1-year old room was torn. Repeat violation: Previously cited on 11/21/2023	Rug has been removed from Green Room, floors and walls have been cleaned, floors will be replaced and walls will be painted. The screen door on 1-year-old room has been replaced.	7/31/24 6/28/24	
7 251.06(9)(d)1.b. Food Storage - Refrigeration Units Description: The refrigerator in the Green Room read at 48 degrees Fahrenheit. Repeat violation: Previously cited on 11/21/2023	Thermostat in fridge was broken and has been replaced and now reading 31 degrees Fahrenheit	6/28/24	
8 251.09(1)(c) Infant & Toddler - Documenting Changes In Development Description: There were several Intake Under Two forms that were not updated within the last 3 months. Repeat violation: Previously cited on 5/17/2023, 10/21/2022	All teachers will review Intakes for under a month and have them updated by parents.	7/1/24	

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<p>9 251.09(1)(g) Infant &amp; Toddler - Safety Gates</p> <p>Description: A gate at the top of the stairs off of the main hallway was left open.</p>	All teachers and parents will be reminded to close gate when using the stairway.	6/28/2024	
<p>10 251.09(3)(a)2. Infant &amp; Toddler - Food &amp; Formula Brought From Home</p> <p>Description: There were bottles in the refrigerator of the 1-year old room that were not labeled with the child's name or date.</p>	Teachers were re-trained on making sure all bottle are labeled by Parents with name, date + contents of bottle before placing in the refrigerator	6/28/2024	

NAME - Agency Worker  
Katrina Taranino, Rhonda Brueggemann

Date Issued  
6/19/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

*Katrina Taranino*

7/1/24