

Date Correction Plan Due 4/18/2025	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 608-422-6765
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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 Little Woodland Preschool Lake Mills Campus		Provider Number / Facility ID Number 1000590001 / 001 - 2004986		
Address - Facility (Street, City, State, Zip Code) 807 N Main St Lake Mills WI 535511118		Telephone Number 920-945-0520	Date - Regulation Visit 4/3/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.05(3)(e)3.d. Center Director / Small Center - Entry-Level Training Description: Center director does not required preservice training prior to assuming position as director.	the Co-Director has enrolled in the needed Admin course to allow proper training.	04/18/2025	
2	251.06(11)(b)7. Outdoor Play Space - Enclosure Description: The outdoor enclosure had gaps of more than 4 inches around certain areas of the fence.	The gaps have been covered by fencing to ensure there are no gaps of 4 inches or more.	04/11/2025	

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3	251.06(9)(g)1.b. Meal Preparation Staff - Clothing, Hair Restraints Description: Meal preparation staff was observed not wearing a hair restraint while preparing meals.	Hair nets have been ordered to be kept in the kitchen which will ensure whom ever is handling food will be equipped with the correct covering.	04/04/2025
			Verification Date

NAME - Agency Worker
Michelle Garcia

Date Issued
4/4/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Ashley Bartkowiak

Date Signed
04/11/2025