

TO FILE A COMPLAINT CALL  
608-422-6765

**NONCOMPLIANCE STATEMENT AND CORRECTION PLAN**

Date Correction Plan Due  
2/13/2026

**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
Chestnut Children's Academy		8000591178 / 001 - 2006343
Address - Facility (Street, City, State, Zip Code) 405 W Chestnut St Pardeeville WI 539549108		Telephone Number 608-429-8045
Rule/Statute Number	Noncompliance Statement	Correction Plan
1	<p>251.04(6)(b) <b>Current, Accurate Daily Attendance Record</b></p> <p>Description: The center was not in compliance when a child was in care in the Toddler room, but was signed into the two year old room.</p> <p>Repeat violation: Previously cited on 8/13/2024</p>	<p>Center director has attendance records up to date - center actually now uses brightwheel for tracking ratios, etc</p> <p>2/5/24</p>
2	<p>251.06(9)(g)1.b. <b>Meal Preparation Staff - Clothing, Hair Restraints</b></p> <p>Description: The center was not in compliance when food preparation staff was observed not wearing an effective hair restraint such as a hair net or cap.</p>	<p>Our kitchen staff always has a cap in our center kitchen to restrain hair for meal prep, serving, clean up</p> <p>2/5/24</p>
Expected Completion Date	Verification Date	

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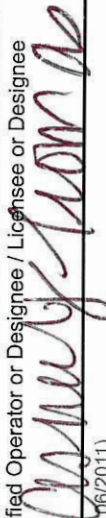
Date - Regulation Visit  
10/28/2025

Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date

NAME - Agency Worker  
Robert Mccoy

Date Issued  
1/30/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee



Date Signed

