Date Correction Plan Due 10/2/2026	**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**
Khadija's Kozy Korner Llc		4000592214 / 001 - 2007409
Address - Facility (Street, City, State, Zip Code) 8320 W Lisbon Ave Milwaukee WI 532223866	**Telephone Number** 414-301-0020	**Date - Regulation Visit** 9/15/2026

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(6)(a)1. **Child Record - Enrollment Information** Description: Child #2 and Child #3 had missing information on their enrollment forms. Repeat violation: Previously cited on 11/10/2025	Forms Given to parents of both children	10/15/2026	
2	251.04(6)(a)6. **Child Record - Health History** Description: Child #2 was identified as having a medical condition, however, page 2 of their health history lacked complete information.	Forms given to parent to complete	9/25/2026	

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3	251.04(6)(b) **Current, Accurate Daily Attendance Record** Description: Birthdates were missing from attendance records. On 9/9/26 a child was not signed in. On 9/10/26 a child was not signed out.	all info was completed on forms	9/15/2026	
4	251.05(2)(a)6. **Staff Record - Days & Hours Worked** Description: There are no staff signed in or out on 9/14/26 or 9/15/26. There are no staff signed in or out from 9/8/26 through 9/11/26.	Staff was told of requirements & expectations	9/15/2026	
5	251.055(1)(f) **Child Tracking Procedure** Description: There was no tracking system in the infant or toddler rooms.	Implemented a tracking system for all classrooms	9/10/2026	

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6	251.055(2)(L) **Staff-To-Child Ratios - Non-Classroom Duties** Description: At the time of the licensing visit, there were two lead teachers working. Both of those staff were responsible for a classroom. During the visit, staff had to leave the room to answer the door, to obtain files for licensors, among other duties; therefore, neither of those staff were free of non-classroom duties while being counted in staff-to-child ratios.	We recently learned that incorrect info was given. All classrooms are properly staffed.	9/16/2026	
7	251.06(2)(a) **Potential Source Of Harm On Premises** Description: An area of the fence in the outdoor play space was curved in near the ground and exposed sharp spokes which were accessible to children in care.	Landlord has been notified and will fix said fence	10/30/2026	
8	251.06(2)(b) **Electrical Or Hot Surface Protection** Description: Outlet guards were observed missing in both the infant and toddler room.	Outlet guards placed in all outlets	9/15/2026	

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9	251.06(2)(d) **Access To Materials Potentially Harmful To Children** Description: Air freshener plug ins were observed accessible to children in care.	All Plug-Ins were removed	9/15/2026	
10	251.06(2)(gm) **Premises - Well Drained, Clean, In Good Repair** Description: There was litter in the outdoor play space.	Litter was cleaned from Play area	9/15/2026	
11	251.06(9)(c)1. **Safe Food** Description: Two expired loaves of bread were observed in the kitchen.	The bread had not been used and was immediately thrown away	9/15/2026	
12	251.07(3)(a)2. **Indoor Equipment - Construction, Condition** Description: A broken plastic toy truck in the outdoor play space was cracked and had sharp edges.	Truck has been thrown away	9/15/2026	

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13	251.07(4)(d) **Naps Or Rest Periods - Individual Bedding** Description: A toddler was observed napping without a blanket.	The child put the blanket next to her, will ensure it is always on their cot.	9/15/2026	
14	251.07(5)(a)5.a. **Menus - Post** Description: The menu was not posted in the kitchen or in a conspicuous place accessible to parents.	Menus have been posted in both Places, kitchen and Parent board	9/15/2026	
15	251.09(1)(b) **Infant & Toddler - Location & Sharing Intake Information** Description: An intake under two form was missing in the room where the child was being cared for.	Under 2 intake form in binder in infant room	9/15/2026	

NAME - Agency Worker
Katrina Tarantino, Rhonda Brueggemann

Date Issued
9/18/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed
9/30/2026