



Licensing Non-Compliance and Violations

School Name: Menomonee Falls

Inspection Date: 5/22/25

Noncompliance or violation summary received: 251.09(1)(b) Infant & Toddler- Location & Sharing Intake Information

251.09(1)(c) Infant & Toddler- Documenting Changes in Development

Plan of Correction Due date: 6/11/25

Plan of Correction Submitted: 5/28/25

Today's Date: 5/28/25

1. **Violation:**

- Standard or Regulation:

- *251.09(1)(b) Infant & Toddler- Location & Sharing Intake Information*

- Summary of the requirement stated in licensing regulations:

- *The Under 2 Intake Form for each child must be physically in the classroom where the child is receiving care at all times.*

- The circumstances of the violation:

Toddler was moved into Infant classroom for the day without Under 2 Intake Form. Form was located in Toddler A.

- Correction already made.

- *All classrooms with children under two years old will have a copy of all children that are under two's Intake Form and we will be sure they all get copied when updated.*

- Additional corrections



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2. **Violation:**

- Standard or Regulation:

- 251.09(1)(c) *Infant & Toddler- Documenting Changes in Development*

- Summary of the requirement stated in licensing regulations:

- *Under 2 Intake forms must be signed and updated every 3 months.*

- The circumstances of the violation:

- *Under 2 Intake form was not signed or updated.*

- Correction already made.

- *Parent signed and dated paper at pick up the same day as the violation.*

- Additional corrections

- *Each classroom will have a list/ calendar that will reflect when all Under 2 Intake forms are due.*

I attest that this action plan accurately reflects the actions I have taken or have proposed to take to ensure substantial compliance for my school, teachers, and general operations.

School Director Name: Kristina Hrapsky

School Director Signature: 

Executive Director Name: Yvette Vana

Executive Director Signature: Yvette Vana

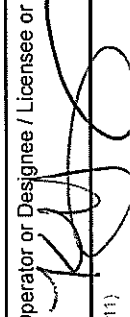
Date Correction Plan Due 6/11/2025	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN
TO FILE A COMPLAINT CALL 262-446-7800	

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 Children Of America Menomonee Falls		Provider Number / Facility ID Number 8000585138 / 001 - 1014732	
Address - Facility (Street, City, State, Zip Code) N56 W14192 Silver Spring Dr Menomonee Falls WI 53051		Telephone Number 262-373-1710	
Rule/Statute Number Noncompliance Statement		Correction Plan	
1	251.09(1)(b) Infant & Toddler - Location & Sharing Intake Information Description: The Under 2 Intake Form was not in the room that a child was receiving care.	Under 2 Intake form was updated that evening at pickup.	
2	251.09(1)(c) Infant & Toddler - Documenting Changes In Development Description: There was no documentation of changes in development for a child in the infant room. Repeat violation: Previously cited on 6/8/2023	Under 2 Intake forms will be copied and in all rooms under 2 years to ensure all rooms have all documents needed.	
		Expected Completion Date 5/22/2025	Verification Date 5/28/25

NAME - Agency Worker
Rhonda Brueggemann, Mindi Sabajak

SIGNATURE - Certified Operator or Designee / Licensee or Designee  **Date Issued** 5/27/2025 **Date Signed** 5/28/25