

Date Correction Plan Due 12/26/2025	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 715-930-1148
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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 Saint Edward's Montessori School Inc.		Provider Number / Facility ID Number 8000588308 / 001 - 2002025		
Address - Facility (Street, City, State, Zip Code) 1129 Bellevue Ave Eau Claire WI 547033263		Telephone Number 715-952-5115	Date - Regulation Visit 12/9/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.05(3)(cm) Child Abuse & Neglect - Biennial Training Description: Staff E was missing documentation of having received training within the past two years on child abuse and neglect laws, identification, and reporting.	Staff E will complete and submit certificate of completion.	January 6, 2026	
2	251.06(3)(b)4. Emergencies - Record Of Fire / Tornado Drills Description: There was no documentation of a fire drill for October 2025 in the Garden House. The center is required to keep written records of dates and times of all the required evacuation and emergency drills. Repeat violation: Previously cited on 12/13/2024	Director will check documentation form each month and check in directly with classroom staff to ensure drills are completed and recorded each month.	Immediately	

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

NAME - Agency Worker
Jennifer Stubbe

Date Issued
12/10/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee



Date Signed 01/05/2026