

Date Correction Plan Due 10/27/2025	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN
TO FILE A COMPLAINT CALL 608-422-6765	

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	
Little Learners Of Monroe Inc		1000589591 / 001 - 2004206	
Address - Facility (Street, City, State, Zip Code) 103 W 21st St Monroe WI 535662711		Telephone Number 608-324-4530	
Rule/Statute Number		Correction Plan	
Noncompliance Statement		Expected Completion Date	
Verification Date		Expected Completion Date	
1	251.04(6)(a)6m. Child Record - Immunization History Description: Child 3 did not have documentation on file of an immunization history.	The correct form was collected from the family	10/14/25
2	251.05(3)(f)3. Child Care Teacher - Entry-Level Training Description: Staff C did not have documentation on file of having completed the required training for a child care teacher prior to assuming the position.	The teacher now has the class on file as completed.	10/22/25

NAME - Agency Worker
Sara Bossingham O'Brien

Date Issued
10/13/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed
10/22/25