

OZARK OPPORTUNITIES, INC.

701 E. PROSPECT • P.O. BOX 1400 • HARRISON, ARKANSAS 72602 • (870) 741-9406 • FAX: (870) 741-0924

Agency Progress Report

Report for September 2014 Board of Directors and Policy Council

I. Executive Director's Comments:

Our agency continues to work hard to insure all of our programs are working together to best benefit those in need by meeting to discuss ways our core programs; Head Start and Community Services can mesh or "bundle" services and referrals to support families to improve their lives. We will be unveiling new plans in the coming months to better meet identified needs in both "stabilizing" and "empowerment", and look forward to better engaging our communities to create a strengthened system to for families to receive the health services (especially dental), transportation, and educational support they need to thrive.

RTA

II. Head Start

A. Terri Beard- ERSEA & Family and Community Partnerships:

- **ENROLLMENT UPDATE:** We are currently fully enrolled with 440 students.



06CH5680 - OZARK OPPORTUNITIES, INC

ENROLLMENT REPORT

ENROLLMENT

Month	Head Start	Funded	Status
August 2014	440	440	Reported
July 2014	Not Operational	440	Reported
June 2014	Not Operational	440	Reported
May 2014	424	440	Reported
April 2014	438	440	Reported
March 2014	440	440	Reported

9/12/2014
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Ozark Opportunities Inc. H/S 2301 - Average Daily Attendance

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admin

Program Term: Head Start 2014-2015, Enrollment Status: Enrolled Attendance Date: 8/18/2014 - 8/31/2014, Codes counting towards present status: P - Present, T - Tardy

Ozark Opportunities Inc. H/S

	Present	Absent	Excused Absence	Unexcused Absence	Best Interest Day	Not Scheduled	No Class	Operating Days	ADA ¹	Funded Enrollment		Actual Enrollment ²	
										Count	% Attendance ²	Count	% Attendance ²
Alpena	112	0	5	1	0	2	0	10.00 (avg)	11.20	17	65.88%	12.00	93.33%
Bruno Pyatt	169	0	4	5	0	10	0	10.00 (avg)	16.90	18	93.89%	18.80	89.89%
Clinton Head Start	250	0	18	2	0	0	0	10.00 (avg)	25.00	30	83.33%	27.00	92.59%
Cotter Head Start	181	0	6	3	0	0	0	10.00 (avg)	18.10	20	90.50%	19.00	95.26%
Flippin	181	0	4	4	0	0	0	10.00 (avg)	18.10	18	100.56%	18.90	95.77%
Harrison	672	0	61	30	0	25	0	10.00 (avg)	67.20	95	70.74%	78.80	85.28%
Jasper Head Start	164	0	4	0	0	2	0	10.00 (avg)	16.40	15	109.33%	17.00	96.47%
Marshall Head Start	113	0	19	8	0	4	0	10.00 (avg)	11.30	16	70.63%	14.40	78.47%
Mountain Home I Rm 1	113	0	5	2	0	0	0	8.00 (avg)	14.13	20	70.63%	15.00	94.17%
Mountain Home I Rm 2	131	0	10	1	0	2	0	8.00 (avg)	16.38	20	81.88%	18.00	90.97%
Mountain Home II	131	0	5	0	0	0	0	8.00 (avg)	16.38	20	81.88%	17.00	96.32%
Mountain Home III	119	0	6	2	0	1	0	8.00 (avg)	14.88	16	92.97%	16.00	92.97%
Mountain Home IV	132	0	11	1	0	0	0	8.00 (avg)	16.50	20	82.50%	18.00	91.67%
Norfork	311	0	20	9	0	0	0	10.00 (avg)	31.10	30	103.67%	34.00	91.47%
Shirley Head Start	124	0	20	6	0	0	0	10.00 (avg)	12.40	15	82.67%	15.00	82.67%
St. Joe Head Start	153	0	9	8	0	0	0	10.00 (avg)	15.30	17	90.00%	17.00	90.00%
Valley Springs	160	0	10	0	0	0	0	10.00 (avg)	16.00	15	106.67%	17.00	94.12%
Western Grove Head Start	177	0	12	1	0	0	0	10.00 (avg)	17.70	20	88.50%	19.00	93.16%
Yellville-Summit	170	0	12	5	0	0	0	10.00 (avg)	17.00	18	94.44%	18.70	90.91%
Ozark Opportunities Inc. H/S	3,563	0	241	88	0	46	0	9.60 (avg)	371.15	440	84.35%	410.21	90.48%
Report Totals	3,563	0	241	88	0	46	0	9.60 (avg)	371.15	440	84.35%	410.21	90.48%

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B. Wanda Nelson- Nutrition, Facilities/Safety & Licensing:

- On September 3, 2014 the renewal contract for USDA Child and Adult Care Food Program was submitted to the Department of Human Services, Special Nutrition Division, for this school year. The new contract period will begin October 1, 2014.
- We have received quotes on roofing the Clinton and Marshall Head Start Centers; both projects are expected to be started in October.

C. Ryan Clayborn- Program Manager & Education/ T&TA Coordinator:

- I am in the process of completing hands-on training for Teaching Strategies Gold. Several teachers have needed support on how to add documentation and complete checkpoints for their students.
- All lesson plans for September have been submitted and reviewed.
- I, along with a member from the teaching staff, completed AIMM Mentor training in order for Head Start to train and mentor our own staff. The Department of Education requires that licensed teachers complete the AIMM mentoring program within three years of receiving their teaching certificate.
- All professional development from pre-service has been entered into Child Plus and the TAPP Registry.
- Books are continuing to roll in and are being stocked into lending libraries at all locations. We have been very impressed with how the families are utilizing these libraries.
- I will attend a CLASS Instructional Support Training in Washington, DC this month. I plan on bringing back what I learn in the training to train our teaching staff. I will also receive training videos I can share with the staff.
- All coordinators have completed a plan that lays out their goals for September as well as laying out what they are currently working on.
- CLASS observations are underway. A CLASS plan will be created and implemented for each classroom once all of the first observations are complete.
- Staff members are completing a brand new and updated professional development plan for the 2014-15 school year.
- All classrooms now have at least one staff member with a current CPR and First Aid certification. All other staff will be recertified in October.
- Memorandums of Understanding are almost completed for all school districts. This is an agreement we sign with school districts every year to insure we share information with them regarding students that will be attending kindergarten the following year.
- I have also been chosen to be on the board of the Boone County Imagination Station Library. The BCIS will begin providing every child in Boone County with a free book every month for children that are newborns to age 5. We will begin signing children up by the end of September.
- I am still in the process of getting new signs installed at several locations. I still have signs to install at Shirley, St. Joe, Norfolk, and Jasper. I have been putting our new logos on all old signs and doors at various centers as well.

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D. Patricia Murray- Disabilities & Center Supervisor:

1. **Center Supervision:** We are proud to have 7 (seven) new staff join as a part of our Head Start family. Class observations have been started and evaluations on new staff will begin in the next two weeks.
2. **Disabilities:** Screenings for Speech, Developmental, Vision, and Hearing are currently in process. A *Screening Advice Form* will be sent to each parent with the results as they are complete. The Co-Ops and Pre-Schools will be in touch with parents within the next two weeks to discuss the results of the children that are referred.

9/10/2014
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Pmurray

Ozark Opportunities Inc. H/S 3501 - Management Report - Disabilities

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ChildPlus

Program Term: Head Start 2014-2015, Enrollment Status: Enrolled, Terminated, Term/Wait Enrollment Dates: 8/18/2014 - 9/9/2015

Ozark Opportunities Inc. H/S

Child Count	Funded Enrollment	Concerns	Total Diagnosed	IEP Counts			LEA Signed IEP	Plan Type	Parent Conferences			Specific Disability Counts*	Concern Status Counts
				% w/ IEP or IFSP	One	Two			Three				

Ozark Opportunities Inc. H/S

37	440	0	37	1 IEP(s): 22 2 IEP(s): 12 3 IEP(s): 3	1 Signed 22 2 Signed 12 3 Signed 3	IEP: 37 IFSP: 0	10	6	0	Non-categorical/developmental delay 21 Specific learning disability 1 Speech or language impairment 15
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E. Tawnya Akins: Health/Mental Health:

- Completed Physical Exams: 74%
- Completed Dental Exams: 73%
- Completed Behavior Checklist: 96%
- Completed Blood Lead Testing: 50% (currently in process of Lead Testing)
- Immunization documented as complete, up-to-date, or waiver: 97% Health Departments are behind on booking immunizations due to running out of certain immunizations and the new qualifications that have been put into place.
- The Mental Health Professional has begun evaluations at each Center.

F. Krystal Mayes: Parent/Volunteer:

- August 2014 In-Kind has been completed and submitted to finance for final approval.
- Coordinators have taken turns attending Parent Meetings. I have seen some great progress and new ideas. I spoke about Policy Council as well; there are some really great candidates that are stepping up and showing interest- I will be attending more next month to assist where needed.
 - I also spoke to the parents specifically about Volunteer Time- why it is important, and how they can be involved. Parents seemed very interested in the process and are eager to do their part.
- Our Facebook Forum requested by the teachers is proving to be a great success. Teachers are posting ideas and examples of their creativity daily.
- September 26th, Ryan and I will be attending a "Habitat Workshop" at the Fred Berry Center.
- Each center submitted "Fatherhood Surveys" that were completed by dads in the classroom. Some excellent information was obtained from this survey and will assist greatly when deciding what education should be provided to support male involvement in the future.

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III. Community Services

A. Home Energy Assistance Program

- Regular Home Energy Assistance Program (HEAP): The Summer program started July 7th and is for electric only and the program will end when funds are depleted or September 30th whichever happens first.
- Crisis Intervention Program: The Summer Crisis program started September 2nd and will end when funds are depleted or the 30th whichever comes first. Assistance is for electric only. Our starting balance was \$51,946.14.
- Robert Boyce, HEAP monitor, will review Summer Regular, Crisis and Assurance 16 program October 7-9, 2014.
- The annual HEAP training in Little Rock is scheduled for December 4th and 5th.

Thru 8/5/14	Summer Regular					Summer Crisis (CIP)				
	County	Applied	Approved	Denied	Pend.	Funds Spent	Applied	Approved	Denied	Pend.
Baxter	775	720	50	5	\$93,403	10	7	0	3	\$1,381.01
Boone	612	560	50	2	\$72,592	13	9	3	1	\$3,201.31
Marion	371	335	28	8	\$43,995	5	3	1	1	\$643.83
Newton	261	234	25	2	\$30,322	3	0	2	1	0
Searcy	232	224	7	1	\$29,031	1	0	0	1	0
Van Buren	333	315	18	0	\$40,318	9	8	1	0	\$1,173.86
Totals	2584	2388	178	18	\$309,661	41	27	7	7	\$6,402.01

- B. The Emergency Food Assistance Program/Commodities:** USDA Surplus Foods distributed in all six counties to low-income families. The last delivery was August 19th and foods included canned salmon, peaches, pears, cream corn, peas, mixed vegetables and milk.

Individuals and Families assisted through food distribution this program year:

County	December		January		March		April		May		August	
	HH	Ind.	HH	Ind.	HH	Ind.	HH	Ind.	HH	Ind.	HH	Ind.
Baxter	164	288	0	0	116	237	97	207	133	260	139	291
Boone	165	329	0	0	119	190	145	289	130	259	120	224
Marion	70	132	23	48	55	103	52	109	68	128	35	60
Newton	118	192	55	103	74	106	170	312	163	281	116	198
Searcy	178	303	0	0	128	211	154	270	67	110	131	244
Van Buren	149	272	0	0	130	216	171	303	36	53	186	362
Totals	844	1516	78	151	622	1063	789	1490	597	1091	727	1379

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C. SUCCESS: Our primary stabilization and empowerment program designed to assist participants in becoming self-reliant through goal development. SUCCESS is actually an acronym for: Succeed at Understanding and Conquering Challenges to Establish Stability and Self-reliance. This program is two-fold. First staff must help families become stable before those families can undertake steps to become self-reliant. In the Community Service Block Grant (“CSBG”) Quarterly Report, Goal 1 (low-income people become more self-sufficient), is directly affected by the results of our family development/service staff and their work with individuals and families.

- Tammy Grange, Family Development Worker, is currently working with **31** families with employment and education-related goals.
- September’s seminar is *Energy Conservation and Efficiency*; exploring areas of water conservation and recycling.
- Two families were assisted through the *Faulty Equipment Program*. These two families had participated in LIHEAP Assurance 16 activities for several months. Rarely do we have two families with such similar stories. One family was from Baxter and the other from Boone County. Both families had central heating and cooling (HVAC) units that did not work and both have a disabled adult in the household where it is critical that the home is at a comfortable temperature or their condition is greatly aggravated often ending in hospitalization. These families were making due with window units and/or space heaters in certain parts of the house (usually the bedroom.) This restricted the disabled household members to only those parts of the house. Not only did this decrease their interaction with family members and limit their participation in family matters it also decreased their overall quality of life. Ms. Grange was able to arrange for two HVAC technicians to determine what was wrong with the units, potential repair cost, and what options were available to assist the families. Unfortunately in both cases the technicians determined the units were beyond repair and needed to be replaced. Both families were actively engaged in this process and they selected options that they felt was best for them.
 - The Boone County family opted to replace an old window unit with a new window heat/air combination unit which will provide heat and air to the common living areas and the disabled person’s bedroom allowing him/her to be active in the family’s routines again.
 - At this time the Baxter County family is in the process of exploring their options, and hope to have a solution found before the cold weather arrives.
- The end of the CSBG & SUCCESS program year is September 30, 2014. We are starting the close-out process for the SUCCESS Program; which includes participant evaluation of the program, exit interviews, file reviews and a number of internal assessments.

D. Staff Update: Tammy Grange has tendered her letter of resignation ☹. Her last day will be October 17, 2014. She has been a great asset to our team and will be missed- we wish her the best on her future endeavors. THANKS TAMMY! ☺

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IV. Corporate Services (H.R. & Training Information)- August 2014

Hires	Education	Community Services	Administration	Total
	1	0	0	1
All Terminations	Education	Community Services	Administration	Total
	2	0	0	2

Involuntary Terminations

(Lay-offs, non-renewal of contract, termination for cause, unsuccessful probationary period, Reduction in Force)

	Education	Community Services	Administration	Total
August 2014	1	0	0	1

Transfers August 2014

Employee & Position	Location	transferred to	Position
Jessica Mounce	Harrison	Harrison	Teacher

Current Employment Opportunities at OOI unfiled as of 09/01/2014

Position	Location	Program
Teacher Assistant	Harrison	Head Start
Enhancement Coordinator	Harrison	Head Start
Finance Coordinator	Central Office	Administration
Other/Training		
Governance Meetings: Head Start Policy Council 08/27/2014; Board of Directors Meeting 08/28/2014		
GoogleApps in-kind report: \$345.00		
Workforce Services Unemployment Claims: 1 Claims Audit: 0 Claims Audit Follow-up: 0		
Training: Webinar – Strategies for Managing Organizational Change; Commitment to Excellence Event		
Family Medical Leave Requests & Tracking: 7		
Board of Director's Minutes		
Terminate Life Insurance Benefit: 2		
Terminate Health Insurance Benefit: 0		
Terminate Dental Benefit: 0		
Terminate Temporary Help Head Start : 2		
Verification of past employment: 1		
Enhancement Coordinator interview		
Marshall Head Start Playground & Warehouse Accident Claim		