

Agency Progress Report

Report for January 2015 Board of Directors, Partners & Public

I. Executive Director's Report- *Strategic Plan Update*

1. Strategic Commitment: Stabilization= Basic Needs*

**i.e. Services*

A. Emergency

- LIHEAP- **COMING SOON**
- Special

B. Non-Emergency

- LIHEAP- **UNDERWAY**

C. New Services/Projects (Family & Community)

- Vehicle Repair Loan Program- **UNDERWAY**
- Earned Income Tax Credit Project- **ON HOLD** (waiting for VISTA Volunteers)
- Dental Assistance- **IN PROCESS** (working on arranging for dental vans and pro-bono dentists.)
- Community Specific- **IN PROCESS** (ex: Project Surge, Keyhole Gardens, Emergency Needs funds, & Back-to-School Event for Searcy Co.)

D. Other

2. Strategic Commitment: Empowerment/Development= Supports*

**i.e. Learning & Skills Development*

We will utilize four (4) central Strategies to empower those we serve: (1.) Learning Opportunities, (2.) SUCCESS Life Coaching (Case Mgmt.) (3.) Leadership Development & (4.) Asset Development.

❖ All Participants receive a full family assessment to identify needs and strengths.

A. Learning Opportunities (Adult & Child) (Phase 1)

- Early Childhood Education
 - Head Start
 - Integration of Financial Literacy (*Earning and Saving \$*) Curriculum into H.S. Program (**IN PROCESS**)
 - Early Head Start- **APPLYING FOR IN UPCOMING RECOMPETITION GRANT**
- Lifeskills Workshops (single topic)- **IN PROCESS**
- Directed Workshops- series (New Parenting Approaches, Finance, etc.); with certification if available.- **IN PROCESS**
- Special Topics (as identified; CPR Training, etc.)

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B. *SUCCESS Life Coaching/Family Development (Adult) (Phase 2)*

- Short Term Goal Coaching (1 to 4 sessions)- **IN PROCESS** (hiring new F.D. Worker ASAP.)
- Longer Term Goal Coaching (More intensive support and Family Development- ongoing)- **IN PROCESS** (hiring new F.D. Worker ASAP.)

C. *Leadership Development (Adult) (Phase 3)*

- Policy Council- **ONGOING**
- Board of Directors- **ONGOING**
- *Getting Ahead in a Just Getting by World* (curriculum)- **HOLDING** (waiting for hire of a new “Strategic Coordinator”)
- *Step Up to Leadership* (curriculum)- **HOLDING** (waiting for hire of a new “Strategic Coordinator”)

D. *Asset Development (Adult) (Phase 3)*

- Individual Development Accounts (IDA’s)- **HOLDING** (waiting for hire of a new “Strategic Coordinator”)

❖ **NOTE: All Participants** will receive follow-up (how extensive depends on depth of involvement).

II. Head Start

A. Director’s Notes:

We have been accepting applications from consultants interested in assisting us with the Recompensation Application, and are beginning discussions about where we will need to add the Early Head Start classrooms. I spoke at length with our new Program Specialist at the Region 6 Head Start Office in Dallas, TX. (Deborah Daniels) and she mentioned that we should ask for “Training & Technical Assistance” with the addition of Early Head Start and completion of the DRS Recompensation Application. Our program has an opportunity to increase our funding per pupil and add additional services (i.e. baby care) through the process. I have had discussions with teaching staff about possibilities, and how the program may look in the future in an effort to insure we don’t have anyone left in the dark. Anyone with questions is asked to please contact me- I will get an answer and share it with the rest of the staff so we are all in the know.

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

- **ENROLLMENT UPDATE:** At the end of December we had **440 children** enrolled; Our funded enrollment is 440, so we are within regulations.

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Ozark Opportunities Inc. H/S

Page 1 of
Tbea

2301 - Average Daily Attendance

Program Term: Head Start 2014-2015, Enrollment Status: Enrolled Attendance Date: 12/1/2014 - 12/31/2014, Codes counting towards present status: N - Not Scheduled, 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 ³	Count	% Attendance ³
Alpena	204	0	17	8	0	3	0	15.00 (avg)	13.80	17	81.18%	15.47	89.22%
Bruno Pyatt	259	0	26	15	0	0	0	15.00 (avg)	17.27	18	95.93%	20.00	86.33%
Clinton Head Start	332	0	44	47	0	5	4	15.00 (avg)	22.47	30	74.89%	28.53	78.74%
Cotter Head Start	216	0	27	42	0	0	0	15.00 (avg)	14.40	20	72.00%	19.00	75.79%
Flippin	236	0	17	2	0	0	7	15.00 (avg)	15.73	18	87.41%	17.00	92.55%
Harrison	1,020	3	109	108	0	5	0	15.00 (avg)	68.33	95	71.93%	83.00	82.33%
Jasper Head Start	243	0	14	10	0	3	0	15.00 (avg)	16.40	15	109.33%	18.00	91.11%
Marshall Head Start	195	0	20	10	0	0	0	15.00 (avg)	13.00	16	81.25%	15.00	86.67%
Mountain Home I Rm 1	206	0	28	11	0	10	0	15.00 (avg)	14.40	20	72.00%	17.00	84.71%
Mountain Home I Rm 2	228	0	16	20	0	6	0	15.00 (avg)	15.60	20	78.00%	18.00	86.67%
Mountain Home II	226	0	44	0	0	0	0	15.00 (avg)	15.07	20	75.33%	18.00	83.70%
Mountain Home III	212	0	19	9	0	0	0	15.00 (avg)	14.13	16	88.33%	16.00	88.33%
Mountain Home IV	215	1	38	0	0	0	1	15.00 (avg)	14.33	20	71.67%	16.93	84.65%
Norfork	398	0	91	21	0	0	0	15.00 (avg)	26.53	30	88.44%	34.00	78.04%
Shirley Head Start	213	0	28	14	0	0	0	15.00 (avg)	14.20	15	94.67%	17.00	83.53%
St. Joe Head Start	206	0	40	9	0	0	0	15.00 (avg)	13.73	17	80.78%	17.00	80.78%
Valley Springs	246	0	32	0	0	6	6	15.00 (avg)	16.80	15	112.00%	18.93	88.73%
Western Grove Head Start	218	0	71	11	0	0	0	15.00 (avg)	14.53	20	72.67%	20.00	72.67%
Yellville-Summit	255	0	23	21	1	0	0	15.00 (avg)	17.00	18	94.44%	20.00	85.00%
Ozark Opportunities Inc. H/S	5,328	4	704	358	1	38	18	15.00 (avg)	357.73	440	81.30%	428.87	83.41%
Report Totals	5,328	4	704	358	1	38	18	15.00 (avg)	357.73	440	81.30%	428.87	83.41%



06CH5680 - OZARK OPPORTUNITIES, INC

ENROLLMENT REPORT

ENROLLMENT

Month	Head Start	Funded	Status
December 2014	440	440	Reported
November 2014	440	440	Reported
October 2014	440	440	Reported
September 2014	440	440	Reported
August 2014	440	440	Reported
July 2014	Not Operational	440	Reported

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Page 1
ChildPlus

Ozark Opportunities Inc. H/S

2004 - Management Report - Eligibility Income

Program Term: Head Start 2014-2015, Enrollment Status: Enrolled

Ozark Opportunities Inc. H/S

Alpena

Participant	Family Name	Primary Adult	Income					TANF			SSI		WIC		\$0 to \$2999	\$3000 to \$5999	\$6000 to \$8999	\$9000 to \$11999	\$12000 to \$14999	\$15000 and Over	
			Eligible 0-100%	101-130%	Over Income	Foster Child	Home-less	Public Assist.	Yes	No	Former	Yes	No	Yes							No
15 Alpena			7	1	6	1	0	0	0	15	0	0	15	4	11	0	2	0	1	2	10
20 Bruno Pyatt			14	3	1	0	0	2	1	18	0	3	17	11	9	1	0	2	1	1	15
30 Clinton Head Start			26	2	1	0	0	1	0	27	0	1	29	12	18	2	4	7	2	5	10
19 Cotter Head Start			11	4	4	0	0	0	0	14	0	0	19	8	11	1	0	1	2	4	11
18 Flippin			13	3	2	0	0	0	0	17	0	0	18	5	13	2	0	2	4	1	9
85 Harrison			73	10	0	0	0	2	1	84	0	2	83	19	63	11	11	14	7	8	34
18 Jasper Head Start			9	4	5	0	0	0	0	17	1	0	18	4	14	1	0	2	1	2	12
15 Marshall Head Start			10	1	2	0	0	2	0	15	0	2	13	4	11	1	0	2	3	3	6
18 Mountain Home I Rm 1			13	4	1	0	0	0	0	16	0	0	18	10	6	3	0	1	1	3	10
18 Mountain Home I Rm 2			12	6	0	0	0	0	0	18	0	0	18	7	11	3	1	3	2	1	8
18 Mountain Home II			16	2	0	0	0	0	1	17	0	2	16	7	10	3	0	2	0	5	8
16 Mountain Home III			9	7	0	0	0	0	1	15	0	1	15	7	9	2	0	0	1	0	13
17 Mountain Home IV			12	3	1	0	0	1	1	16	0	1	16	10	5	3	1	1	1	3	8
35 Norfolk			21	7	7	0	0	0	0	31	0	0	35	13	20	3	3	1	2	3	23
17 Shirley Head Start			10	5	2	0	0	0	0	16	0	0	17	4	13	3	0	0	1	1	12
17 St. Joe Head Start			13	2	1	0	0	1	0	17	0	1	16	5	12	1	2	2	3	2	7
20 Valley Springs			9	3	4	1	0	3	1	18	0	2	18	7	13	3	2	1	3	1	10
20 Western Grove Head Start			12	6	0	1	0	1	0	18	0	1	19	8	11	2	1	1	2	2	12
20 Yellville-Summit			16	2	2	0	0	0	2	18	0	1	19	5	15	3	1	1	2	1	12
436 Ozark Opportunities Inc. H/S			306	75	39	3	0	13	8	407	1	17	419	150	275	48	28	43	39	48	230

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

1. Facilities Projects- update:

- **Marshall-** Power washing and painting of the exterior of our building at Marshall. The painting is complete and it looks great.
- **Bruno/Pyatt-** an 8 x 8 ft. covered shelter has been built on the playground to provide shade for the children on very hot days.
- **Harrison-** floors at Harrison in Buildings 1, 2 and 3 have been stripped, wax and buffed; new ceramic tile has been installed in the basement of Harrison Head Start Building #1.
 - We hope to also have a large piece of play equipment installed on the playground within the next month.
 - A new "mini-split" heating and air conditioning system is being installed in Building #2.
 - A sidewalk is being constructed between Building #1 and Building #2 which should help with water drainage issues when we have heavy rains.
- **Shirley-** The play equipment has been installed and the fall zone constructed. The bike path will be completed by the end of the month.
- **St. Joe-** Play equipment has arrived and has been installed and a fall zone constructed around it. The St. Joe staff tell me the children are so excited to have this in their playground.
- **Clinton-** Landscaping and gutters replaced and/or relocated on the building to prevent further erosion at the back of the property will be completed by the end of the month.

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2. USDA Food Program:

December 2014 CACFP Total Number Of Meals Served			
Breakfast	Lunch	Snack	Total Cost
5,127	5,194	4,229	\$28,567.18

D. Ryan Clayborn- Program Manager/ Education Coordinator

- All Coordinators have completed their monthly Management Sheet in which they document what they are currently doing as well as goals for this month.
- I have been working on *Higher Order Thinking Cards* for our teachers to implement into our classrooms. These cards will allow teachers who may be struggling with *Instructional Support* to engage their students.
- All Policies and Procedures will be uploaded and made available to all staff by the end of January. This will allow our staff members to have access to anything they may not fully understand, whether it be completing Lesson Plans or a safety issue, etc.
- The second round of CLASS observations are in the process of being completed.
- All Lesson Plans for January as well as Staff Meeting Minutes for December have been reviewed.
- There were two “teacher in-service” days this month in which teachers were trained in “Al’s Pals” and *Instructional Support* Techniques.
- Each classroom received 8 new interactive big books as well as teacher guides. Each classroom also received Life Cycle posters and manipulatives to increase *Instructional Support* by the teachers.
- The *Read-A-Thon* started back this month and our teachers are asking that all parents and community members come in and read books to the students.
- Self-Evaluation and Professional Development Plan meetings are underway with teaching staff. They are updating their P.D. Plans and tying them to their classroom performance. These will all be completed by the end of January 2015.
- Teachers are beginning their second round of Developmental testing with the Teaching Strategies Gold Assessment Tool.
- All Coordinators, including myself, have enrolled in nine courses totaling twenty seven hours of Professional Development. These courses consist of Child Development Strategies and Techniques. I asked Coordinators to complete this so we can all sharpen our minds on new Early Childhood elements.
- Krystal Mayes and I had our monthly board meeting with the *Boone County Imagination Library*. We currently have approximately 700 Boone County children enrolled in the program. We are all continuing to search for donors to keep this wonderful program alive. The cost for this program is roughly \$1,300.00 per month.

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E. Patricia Murray- Disabilities & Center Supervisor:

We currently have **75 children** receiving services through Co-op's or pre-schools. We have met our 10% mandate for children with disabilities as we are currently at **17%**.

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Pmurray

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

Page 1
ChildPlus

Program Term: Head Start 2014-2015, Enrollment Status: Enrolled, Terminated, Term/Wait Enrollment Dates: 8/18/2014 - 1/12/2015

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	1 Signed	2 Signed			3 Signed	One	Two		
75	440	0	75	1 IEP(s): 53 2 IEP(s): 20 3 IEP(s): 2	1 Signed 52 2 Signed 20 3 Signed 2	IEP: 75 IFSP: 0	22	7	0	Non-categorical/developmental delay 33 Specific learning disability 1 Speech or language impairment 41			

17%

F. Tawnya Akins: Health/Mental Health:

Health:

1. Completed Physical Exams: 95%.
2. Completed Dental Exams: 97%.
3. Completed Blood Lead Testing: 97%.
4. Immunization documented as complete, up-to-date, or waiver: 100%.
5. Growth Assessment: 67% Healthy Weight, 4% Under Weight, 13% Over Weight, and 12% Obese.

Mental Health:

The second round of Mental Health observations will be occurring over the next few months. The teachers are working better with behaviors this year and we are working with parents to get children the help they need.

G. Krystal Mayes: Parent Engagement:

- Reviewed, Corrected, and Submitted December "In-Kind" to Finance for approval. Created a "Reviewing In-Kind" Training Packet for Family Service Workers, and provided one-on-one training to our new FSW. The new packet will provide step by step instructions on how to review reports to prevent entry errors.
- Updated and monitored both OOI and *Boone County Imagination Library* Facebook page & attended *Boone County Imagination Library Board Meeting*.
- Documented and Organized all Policy Council minutes, training, members, agendas etc. Updated the P.C. tracking spreadsheet to ensure that our Policy Council is meeting all expected Performance Standards.
- Arranged and attended a "Bylaws Committee" conference call. Mr. Atkinson, Mr. McCutcheon, and I discussed and suggested changes for the Policy Council Bylaws.
- Attended a two day training for "AI's Pals" social-emotional curriculum. Spoke with the Founder/President regarding a tool that will provide constant ongoing resources for parents and the community.
- Attended a "Career Counsel" meeting in Yellville, AR and connected with several new resources.

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H. Crystal Samsel: Enhancement Coordinator:

- Created Teacher *Action Plans*.
- Completed classroom observations and coaching (all classrooms 1-2 times monthly).
- Classroom coverage for Marshall Jan. 13, 2015.
- Coaching/Training for January In-Service on Jan 14-15, 2015.
- Classroom coverage for Clinton Jan. 16, 2015.
- Teachers Learning & Collaborating (“TLC”)
 - (TLC) Overview for participating teachers and assistants
 - Teacher TLC start Jan 22 - held every other week
 - Assistant TLC start Jan 29 - held every other week
- Reviewed Staff Meeting Minutes

III. Community Services Update

A. FY 2015 Home Energy Assistance Program

- The Winter Home Energy Assistance Program (Non-Emergency) started January 5, 2015.
 - On January 7th the first run of checks were written in the amount of **\$132,789** for direct client benefits to help offset heating costs this winter.
 - 1,050 households were paid averaging \$127 per payment.
 - Of those individuals receiving assistance payments last week 63% were disabled & 52% were seniors. [Individuals can be both “senior” and “disabled”.]
 - Checks are written weekly on Wednesdays.

Thru 1/9/15	Winter Non-Emergency Utility Assistance				
County	Applied	Approved	Pending	Denied	Funds Spent
Baxter	483	430	41	12	\$53,806
Boone	384	337	46	1	\$42,617
Marion	266	232	27	7	\$29,603
Newton	182	157	24	1	\$19,780
Searcy	225	195	23	7	\$25,183
Van Buren	281	251	16	14	\$32,037
Totals	1,821	1,602	177	42	\$203,026

- B. Emergency Assistance Program (“C.I.P.”):** The program that helps with assistance for disconnected service, depleted fuel, or those subject to disconnection; it usually starts in mid-February- we will send a notice to all staff and Board members when it opens.
- C. Outreach Services:** Outreach offices will have modified days/hours of operation until the bulk of pre-eligible HEAP applications have been processed. Once the volume of applications has leveled off days/hours the outreach offices are open to the public will increase. **Starting in January outreach offices will be open to the public one day per week.** We have hired 3 temporary staff to assist outreach efforts. See office hours schedule below.

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LIHEAP Office Hours (Jan./early Feb. 2015):

County	Contact Person	Address	Call for Appointment	Day(s) Open	Hours	Phone Number
Baxter	Susan	201 Combs Avenue Cotter, 72626	Thursday 8-11	Monday	8-11:30 am. 1-4:00 pm.	(870) 435- 7888
Boone	Tammy	406 Hwy 43 East, Harrison 72601	Thursday 9-11	Monday	8-11:30 am. 1-4:00 pm.	(870) 741- 2089
Marion	Lon	354 Hwy 62 East/ P.O. Box 304, Yellville 72687	Tuesday 8-12:00	Wednesday	8-11:30 am. 1-4:00 pm.	(870) 449- 6250
Newton	Tammy	506 West Court, Jasper/ (Mailing: 406 Hwy 43 East, Harrison 72601)	Thursday 9-11	Tuesday	8:30-11:30 am. 1-3:30 pm.	(870) 446- 2222 or (870) 741-2089
Searcy	Margaret	110 Ruff Street, Marshall (Mailing: P.O. Box 473, Clinton 72031)	Thursday 9-11	Tuesday	8:30-11:30 am. 1-3:30 pm.	(870) 448- 2414 or (501) 745-2437
Van Buren	Margaret	100 Success Drive, Clinton/ P.O. Box 473 Clinton 72031	Thursday 9-11	Monday	8-11:30 am. 1-4:00 pm.	(501) 745- 2437

- D. SUCCESS:** The program has been suspended, as we don't currently have a *Family Development Worker*; however, we are hoping to interview applicants in time to have someone hired by February (we had a person already hired for the position and ready to start January 5th; however, they quit within two days so we have had to start the hiring process over again.)
- E. Family Development:** The following summarizes results of all family development activities in Community Services and Head Start. These are just a few positive outcomes individuals working with *Ozark Opportunities, Inc.* have experienced:
- 99 participants obtained employment.
 - 21 experienced an increase in income.
 - 16 obtained pre-employment skills.
 - 8 completed their GEDs.
 - 13 graduated from college.
 - 31 obtained reliable transportation and/or driver's license.
 - 151 obtained health care services.
 - 30 obtained safe and affordable housing.

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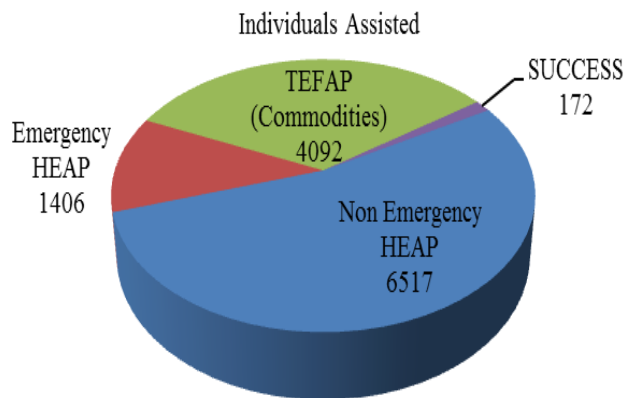
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Family Development; continued:

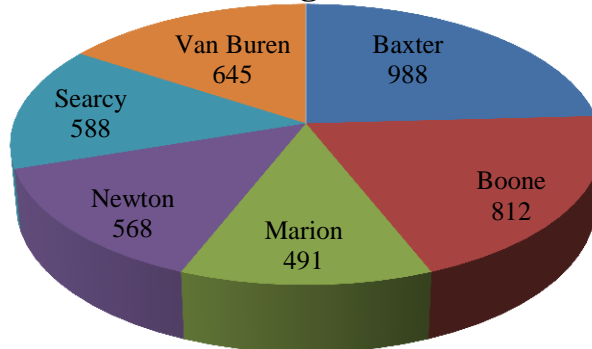
- The following are results from our survey that is information that is important (but may not be tangible) when determining the success of our family development activities (NOTE: 200 participants were surveyed.)
 - 67% consider themselves “more self-sufficient.”
 - 32% reported increase in income.
 - 72% believe the agency has “helped improve the conditions in which they live.”
 - 38% volunteer/participate in one or more groups.
 - 78% feel they are “a part of the community.”
 - 69% report “improved family functioning.”

F. Community Services Block Grant: The FY 2014 Information System Survey is due in January 2015. It was completed and submitted to the State January 9, 2015. This is a report that recaps everything we did last program year (October 1, 2013 through September 30, 2014). There was not any ‘new’ information to share as the quarterly report also reflects our year-to-date information. Below is a recap of several services OOI provided.

Community Services Programs

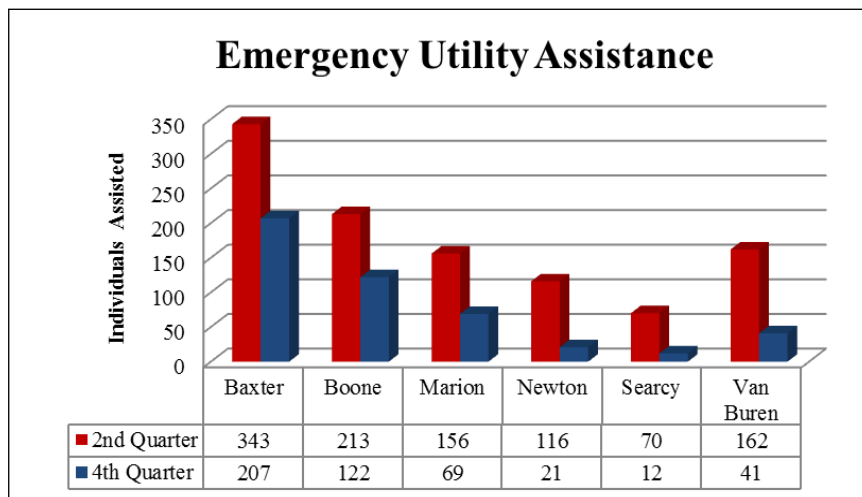
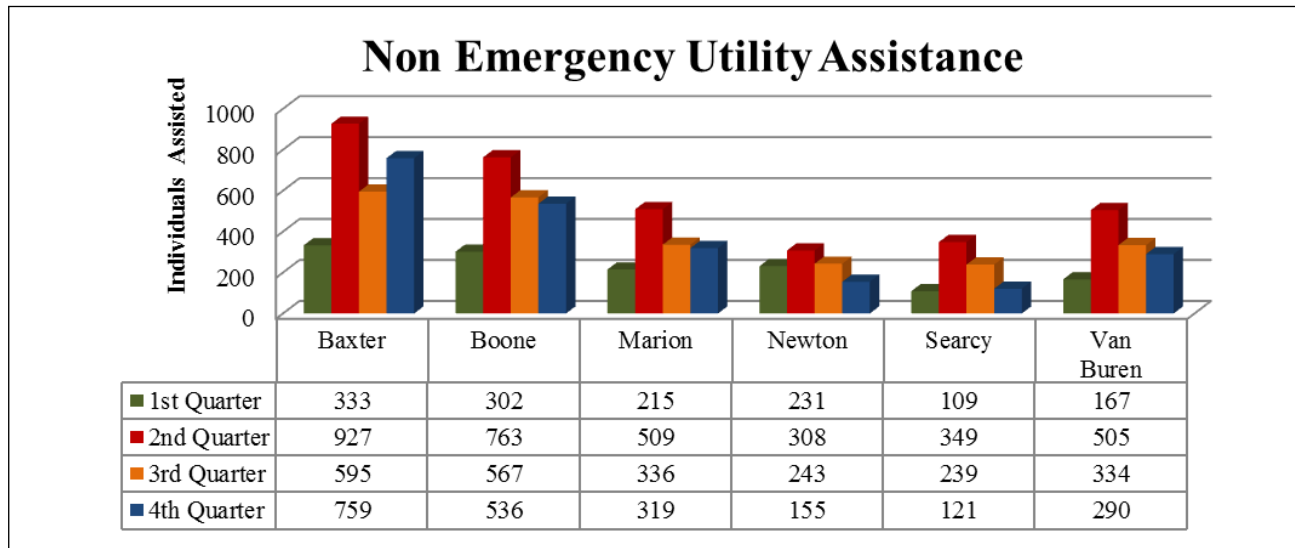


The Emergency Food Assistance Program



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IV. Human Resources/ Training Information

- No hiring actions in December 2014.

Other/Training
Governance Meetings: None.
GoogleApps In-Kind report: \$345
Workforce Services Unemployment Claims: 0 Claims Audit: 1 Claims Audit Follow-up: 0.
Training: Full Day ROMA Training.
Family Medical Leave Requests & Tracking: 2.
Enroll Life Insurance Benefit: 0.
Enroll Health Insurance Benefit: Open Enrollment- recertify all staff.
Enroll Dental Benefit: Open Enrollment; re-certify all staff & add new enrollees.
Beneficiary Forms Employee Life Insurance: 0.
Workers Compensation Claim: 1; ongoing.
Orientation: 2 employees (Head Start Teacher Assistant & Family Service Worker).
Jury Duty: 12/16/2014 (2 hours).
Annual informational mailing to all enrollees: Summary of Benefits & Coverage for 2015 (Health Insurance).
Annual informational mailing to all employees- FMLA Notice.
Held a meeting with Daniel McDonie, <i>Mutual of America</i> Account Representative.
Thank you for the opportunity to take several days of Annual Leave to supplement the Holidays for a full week off. A very Merry Christmas!