



## 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 2016 Board of Directors and Stakeholders*

## I. Early Childhood Education

- A. **Early Childhood Education Director's Report:** *Ozark Opportunities, Inc.* now has three distinct Early Childhood Education Programs: Head Start and Arkansas Better Chance (Pre-K) and Early Head Start (infant/toddler).

In an effort to better deal with child behaviors and increase CLASS scores, our Pre-K classrooms have decreased to no more than 16 children for Head Start, and we have been able to fill our classrooms to meet enrollment this month. Our ABC Classrooms at Mountain Home and Norfolk are going well, and have filled as we had hoped.

We are actively working to get the three Early Head Start (0-3 year old) locations prepared to open in January, and it has been a challenge to get the necessary steps aligned at each location to begin the process of having them prepared for children.

We plan to hire the Early Head Start Center Director, Cook/Aide, and Teacher positions in the coming month (at each of the three locations; Mountain Home, Harrison, and Clinton,) and appreciate any referrals of quality staff that are looking for a career in early education.

As always, we encourage feedback, ideas, and input- please don't hesitate to email or call me.

Sincerely,

***Richard T. Atkinson***  
**(870) 741-9406 ext. 235**  
[rtatkinson@ozarkopp.org](mailto:rtatkinson@ozarkopp.org)

# HEAD START REPORT:

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

**ENROLLMENT UPDATE:** At the end of August we had **261 children** enrolled. Our funded enrollment is 261.



06CH010428 - OZARK OPPORTUNITIES, INC

### End-Of-Month Enrollment - August 2016

**Total**

<i>Total Reported Enrollment</i>	<i>Total Funded Enrollment</i>	<i>Status</i>
261		Reported

9/2/2016  
1:38 pm  
Tbeard

Page 1  
ChildPlus

### Ozark Opportunities Inc. H/S

2004 - Management Report - Eligibility Income

Program Term: Head Start 2016-2017, Enrollment Status: Enrolled

Ozark Opportunities Inc. H/S

Bruno Pyatt

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 Bruno Pyatt			8	4	3	0	0	0	0	14	0	0	15	1	11	2	0	3	0	0	10
16 Cotter Head Start			12	2	0	2	0	0	0	13	0	0	16	10	6	5	0	1	2	1	7
77 Harrison			62	14	0	0	0	1	0	76	0	2	75	10	64	10	4	9	7	8	39
12 Jasper Head Start			10	2	0	0	0	0	0	12	0	0	12	2	8	3	0	0	2	2	5
16 Mountain Home I			11	5	0	0	0	0	1	14	1	0	16	4	12	3	0	0	0	2	11
14 Mountain Home II			13	1	0	0	0	0	1	13	0	0	14	2	12	3	2	0	1	1	7
15 Mountain Home IV			12	3	0	0	0	0	0	15	0	0	15	5	10	4	0	1	3	1	6
15 Norfolk			6	4	4	0	0	1	0	13	0	1	14	2	12	2	0	1	1	0	11
16 Shirley Head Start			11	3	0	0	1	1	0	16	0	1	15	3	13	1	2	1	2	2	8
13 St. Joe Head Start			3	4	5	0	0	1	0	12	0	1	12	2	10	0	0	0	2	1	10
16 Valley Springs			14	1	0	0	0	1	0	16	0	1	15	0	14	3	0	2	1	5	5
15 Western Grove Head Start			9	4	1	1	0	0	0	15	0	0	15	3	11	2	1	1	0	1	10
15 Yellville-Summit			14	1	0	0	0	0	0	14	0	0	15	1	13	3	0	1	1	0	10
255 Ozark Opportunities Inc. H/S			185	48	13	3	1	5	2	243	1	6	249	45	196	41	9	20	22	24	139

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

Week four of the 2016-2017 school year and we're going strong. Two centers found new homes over the summer – Yellville Head Start is now housed in one of the Yellville-Summit Elementary School's buildings, right across from the cafeteria (so our meals won't have to be delivered to us anymore.) It is a GREAT space, and we are proud to be a part of the "Pre-K Wing".

Mountain Home III Head Start was moved to another room in the Mtn. Home Kindergarten Center and it became an O.O.I. Arkansas Better Chance (or "ABC") Pre-K classroom.

Mr. Clayborn and I met with three building contractors and a plumbing contractor in Clinton on Friday. Sept. 2<sup>nd</sup>. Renovations should start soon on our building to get it ready for Early Head Start. There's also a building on the ASU – Mtn. Home campus that we hope to renovate for Early Head Start.

Pam Surrett, Harrison cook, and I will be going to Little Rock on Monday, September 19<sup>th</sup> to attend the Special Nutrition Program required annual training.

The Special Nutrition Program Grant Application for 2016-2017 is due on September 30 and will be completed on time.

<b>CACFP MEAL CLAIM SUMMARY- AUGUST 2016</b>		
Breakfast= 3,126	Lunch= 3,163	Snacks= 2,807
<b>Total \$18,245.27</b>		

**D. Ryan Clayborn- Early Childhood Education Program Manager:**

**Trainings:**

- Trainings with individual staff on how to complete new anecdotal record requirements.
- Arkansas Head Start Institute Directors' Retreat in Little Rock. Our staff is on several different committees for the Arkansas State Head Start Conference.
- Trainings with staff on *Teaching Strategies Gold* data entry and Lesson Planning.

**Early Childhood Education:**

- Multiple small jobs at centers included fixing toilets, hanging Bulletin Boards, power-washing buildings, fence repair, moving supplies from warehouse to various centers, etc.
- Created a new "On-Site Monitoring Checklist" for coordinators to monitor program progress.
- Attended Health Services Advisory Council (HSAC) meeting at Yellville.
- Updated CLASS Plan for teaching staff for the school year.
- Updated School Readiness Plan for our Early Childhood Program.

**Ryan Clayborn; Program Manager Report- continued:**

- I am currently meeting principals and superintendents at each school district to have Memorandums of Understanding signed and discuss our partnership and benefits to both parties.
- Reviewing and approving September Lesson Plans for staff.
- Updated *Teaching Strategies Gold* system.
- Meetings with Parents (as needed.)
- We hosted a meeting with O.U.R. Co-Op between their developmental specialist and the OOI team to keep our lines of communication open to best serve children and families.

**E. Patricia Murray- Disabilities & Center Supervisor:**

9/8/2016  
9:16 am  
Pmurray

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

Page 1  
ChildPlus

Program Term: Head Start 2016-2017, Enrollment Status: Enrolled, Dropped, Drop/Wait, Drop/Accept, Completed

**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		
18	261	0	17	1 IEP(s): 10	1 Signed 10	IEP: 18		0	0	0	Non-categorical/developmental delay 13		
				2 IEP(s): 6	2 Signed 6	IFSP: 0					Speech or language impairment 4		
				3 IEP(s): 2	3 Signed 2								

7%

We are proud to have our three new staff join us here at Harrison and we welcome all new and returning children and families!

Our Educational Cooperatives (Co-op's) have taken off quickly with screenings this year, and screenings have started in all of the classrooms. Parents should receive a "Results Form" from the teacher explaining the results as they complete them. If any referrals are made, the Co-Op will make contact with the parent(s).

Head Start Performance Standards requires that we have a minimum of 10% of our children with Disabilities. I will give you a report each month to let you know what our percent is and how many children we are serving. At this time, with returning children, we have 17 children with 13 of those receiving Developmental services and 4 of those receiving Speech.

**F. Tawnya Akins- Health/Mental Health:**

**Health Requirements:**

Completed Physical Exams: 49%.

Completed Dental Exams: 51%.

Completed Blood Lead Testing: In Process.

Immunizations documented as complete, up to date, or waived: 100%.

## **Tawnya Akins- Health/Mental Health Report- continued:**

### **Mental Health:**

The Mental Health Professionals will be beginning at each center this fall, and results shared with teachers and parents (as appropriate).

### **G. Krystal Mayes: Parent Engagement**

- Created *Head Start Coordinator Progress Report* and sent to Executive Director for use in creating the “Agency Progress Report.”
- Updated and monitored OOI Teacher/Staff Forum page and OOI Head Start Facebook pages.
- Documented and organized all minutes, training, members, agendas, etc. for Policy Council.
- Reconciled the Performance Standards verses the P.C. Training Schedule to insure guidelines are being met.
- Attended and spoke at many Parent Meetings.
- Attended and spoke at a Baxter County Cameo Club meeting.
- With the help of Jane Bueg and Carrie Ragland, did Health and Safety Screenings at all centers to ensure that all classrooms are maintaining compliance with local, state and federal requirements (part of the Five Year Grant requirements.)
- Met with OOI Community Services Director and Family Development Specialist to support the upcoming S.U.C.C.E.S.S Banquet.
- Completed and submitted August In-Kind figures to Finance Department for review.

### **H. Carrie Ragland- Practice-Based Coach:**

- Attended CLASS/High Five Math Training.
- Assisted in classes that were short-staffed.
- Entered staff trainings into data-tracking system.
- Completed Focus-Based Observations in each classroom.
- Began to assign goals and develop a training plan for each teacher.
- Attended a full day training on Practice-Based Coaching.
- Currently helping the Cotter Center paint their classroom.

## II. COMMUNITY SERVICES

### A. Home Energy Assistance Program:

1. The summer utility assistance program for non-emergency and emergency started July 5, 2016.
2. 3,838 Potentially Eligible applications were mailed out June 9<sup>th</sup> and 10<sup>th</sup> (these are for individuals who receive SNAP, Supplemental Nutritional Assistance Program also known as Food Stamps) and are elderly and/or disabled.

The following summary is through September 9, 2016.

Thru 9/9/16	Non-Emergency					Emergency					
	County	Applied	Approved	Pending	Denied	\$ Spent	Applied	Approved	Pending	Denied	\$ Spent
	Baxter	731	656	2	73	\$82,313	93	87	1	5	\$14,939.78
	Boone	739	660	7	72	\$84,497	11	87	1	29	\$16,099.83
	Marion	360	340	2	18	\$44,062	54	48	0	6	\$8,858.58
	Newton	250	238	2	10	\$29,878	29	21	0	8	\$3,200.29
	Searcy	243	235	0	8	\$29,620	17	16	0	1	\$2,482.98
	Van Buren	355	342	1	12	\$44,554	34	29	1	4	\$4,687.34
	<b>Totals</b>	<b>2,678</b>	<b>2,471</b>	<b>14</b>	<b>193</b>	<b>\$314,924</b>	<b>344</b>	<b>288</b>	<b>3</b>	<b>53</b>	<b>\$50,268.80</b>

### B. Vehicle Repair Loan Program

- Current balance is now \$6,317.58.
- \$500 maximum loan amount.
- Loan must be repaid within one year.
- To date we have had three applicants; two of which have repaid their full loan amounts. The third is in good standing.

### C. Family Development & Empowerment:

- Getting Ahead in a Just-Gettin'- By World
  - Another class has been started in Harrison. They normally meet on Thursdays from 5-8:00 pm. A graduate from the previous class is a co-facilitator for this group.
- SUCCESS Seminars:
  - September seminars: Financial Budgeting back to work back to school (TRIO)
    - September 6<sup>th</sup> at Mountain Home, 5:30 – 7:00 pm
    - September 12<sup>th</sup> at Harrison, 5:30 – 7:00 pm
    - September 13<sup>th</sup> at Marshall, 5:30 – 7:00 pm
  - All seminars are free and open to the public.

**SUCCESS Report- continued:**

- **The SUCCESS Banquet is scheduled for September 29, 2016 at 6:00 pm. The location is set for the John Paul Hammerschmidt Building at NorthArk's South Campus. Staff and participants would love to see Board Members in attendance!**

- SUCCESS Participant Enrollment through 9/15/2016:

County	Active	Pending	Exited	Total
Baxter	8	0	5	13
Boone	21	1	4	26
Marion	6	0	4	10
Newton	4	0	4	8
Searcy	6	0	1	7
Van Buren	6	0	2	8
<b>Total</b>	<b>51</b>	<b>1</b>	<b>20</b>	<b>72</b>

**D. Community Services Block Grant (CSBG):**

- Special projects, mini grants. 8/10/2016 received unofficial approval for \$9,000 to pilot an emergency loan program. The funds must be used by December 31, 2016.

**E. Emergency Solutions Grant:** Both grant applications have been approved!

- Baxter, Boone, Marion and Newton counties grant application has been approved for \$14,000 (Rapid Rehousing: \$6,000 and Homeless Prevention: \$8,000).
- Searcy and Van Buren counties grant application has been approved for \$7,000 (Rapid Rehousing: \$2,000 and Homeless Prevention: \$5,000).
  - Total of \$21,000.
- Currently awaiting implementation details.

**F. General Department Updates:**

- Experience Works:
  - Van Buren: Sandy is no longer able to help Marie in our Clinton office, as she has moved to Pennsylvania.
  - Boone: Terri Risley started working Monday, June 21<sup>st</sup>. Right now she's helping Tammy with summer HEAP.
  - Baxter: Joy Lakin started working in July in our Baxter Outreach Office located in Mountain Home.

### III. CORPORATE SERVICES

*Jane Bueg; Corporate Services Director*

#### Human Resources/ Corporate Services Information for August 2016

	Education	Community Services	Administration	Total
<b>Hires</b>	10	0	0	<b>10</b>
<b>All Terminations</b>	0	0	0	<b>0</b>
<b>Other/Training</b>				
GoogleApps in-kind report: \$260.00				
Workforce Services Unemployment Claims: 0                      Wage Audit: 0				
OOI Property/Inventory: on-going – disposals and acquisitions				
COBRA: 0				
Technology: distribution of classroom technology				
Governance Meetings: OOI Board of Director’s Meeting 8/25/16				
Contractor List Update				
Follow-up on: Performance Evaluations (4), Criminal Records Check, Child Maltreatment Registry Check				
New Employee Orientation: 3				
Benefits re-instatement & updates: 7				
Wage Schedule Update to reflect COLA				
Job Description Updates: 8				
Personnel Policy Revision: Policy 2-10 <i>Exempt Status</i>				
Early Childhood Education Roundtable Training Sessions: 3				
Mandatory Employment Posters Updates: Harrison Head Start (3), Central Office (2), Marshall & Clinton(HS), Marshall & Clinton (Community Services)				
Training: Childcare Licensing Requirements, Generational Poverty				