



OZARK OPPORTUNITIES, INC.

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Agency Progress Report

Report for January 2017 Board of Directors and Policy Council

I. Executive Director's Comments:



← ← *OOI Finance Stoplight; **Green= ALL GOOD!***

- Agency Finances are **STILL** going well, with no deficits in any programs. Programs do not have past-due amounts from funders, and agency payments are being made on time.
- **The agency is going strong-** we are accomplishing items on our Strategic Planning Matrix. We are currently updating our Needs Assessment survey (please contact me if you are interested in completing it, or know of others that would be).
- We have identified “Homelessness” and “Housing” as primary focus areas in the coming year. On January 12, 2017 I became the President of the local HOPE Continuum of Care, which should improve the planning and implementation of homeless programs in our region.

RTA

II. Child Development:

- A. **Head Start Director's Report:** Our Pre-K program has been going well this year; classes seem to be doing well with fewer students (and, therefore more attention for students) and teachers are doing a great job engaging with the children and increasing their CLASS skills.

Early Head Start classrooms will be opening in Harrison and Clinton on January 24, 2017(!) Due to a Fire Code issue we will not be able to open Mountain Home EHS until mid-February ☹️. As expected, we already have a waiting list at all locations, and are excited to finally be opening and providing services to the infant/toddlers and their families.

*This agency is in compliance with Titles VI and VII Civil Rights Act
“Equal Opportunity Employer”
www.ozarkopp.org*

B. Sharon Burnett- Health and Nutrition:

Below is the amount of Breakfast, Lunches, and Snacks that were served to the children and the total amount that our program was reimbursed for the cost of food.

CACFP CLAIM SUMMARY HEAD START; December 2016		
<i>Breakfast= 2,785</i>	<i>Lunch= 2,818</i>	<i>Snacks= 2,338</i>
Total \$16,319.36		

CACFP CLAIM SUMMARY ABC PROGRAM; December 2016		
<i>Breakfast= 281</i>	<i>Lunch= 293</i>	<i>Snacks= 279</i>
Total \$1,554.94		
GRAND TOTAL: \$ 17,874.30		

Below is the status on our necessary Dental Exams, Physical Exams, Immunizations, and Lead Testing.

- We have a few new children that we are working with to obtain health requirements. Lead screenings are scheduled/rescheduled for January for new children enrolled.
 - 96.5% have completed Dental Exams
 - 98.1% have completed Lead Testing
 - 97.7% have completed Physical Exams
 - 95% have completed immunizations
 - 6 children have provided waivers

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

- **ENROLLMENT & ATTENDANCE UPDATE:**
 - At the end of December we had **261 children** enrolled. Our funded enrollment is 309; the funded enrollment includes the 48 Early Head Start children expected to be enrolled beginning in Jan. 2017.
 - Attendance for the month of December was good; with an average daily attendance of **86.66%** (which is above the required 85%.)

End-of-Month Enrollment Report

Summary

Month	Head Start			Early Head Start			Total		
	Reported	Funded	Status	Reported	Funded	Status	Reported	Funded	Status
Jul 2016	Closed	261	Reported	Closed	48	Reported		309	Reported
Aug 2016	261	261	Reported	Closed	48	Reported	261	309	Reported
Sep 2016	261	261	Reported	Closed	48	Reported	261	309	Reported
Oct 2016	261	261	Reported	Closed	48	Reported	261	309	Reported
Nov 2016	261	261	Reported	Closed	48	Reported	261	309	Reported
Dec 2016	261	261	Reported	Closed	48	Reported	261	309	Reported
Jan 2017									
Feb 2017									

1/11/2017

3:43 PM

Ozark Opportunities Inc. HS/EHS

2301 - Average Daily Attendance

Program Term: Head Start 2016-2017, Attendance Date: 12/1/2016 - 12/31/2016

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Ozark Opportunities Inc. HS/EHS

	Attendance Records			Operating Days	ADA ¹	Funded Enrollment		Actual Enrollment	
	Present ⁵	Absent ⁶	Neither ⁷			Count	% Attendance	Count ²	% Attendance ³
Bruno Pyatt	192	32	0	14.00 (avg)	13.71	15	91.43%	16.00	85.71%
Cotter Head Start	195	37	8	15.00 (avg)	13.00	16	81.25%	15.47	84.05%
Harrison	813	87	12	12.00 (avg)	67.76	80	84.69%	75.00	90.33%
Jasper Head Start	118	17	3	14.00 (avg)	8.43	15	56.19%	9.64	87.41%
Mountain Home I	170	20	2	12.00 (avg)	14.17	16	88.54%	15.83	89.47%
Mountain Home II	146	42	14	12.00 (avg)	12.17	16	76.04%	15.67	77.66%
Mountain Home IV	155	24	11	12.00 (avg)	12.92	16	80.73%	14.92	86.59%
Norfolk	165	50	9	14.00 (avg)	11.79	16	73.66%	15.36	76.74%
Shirley Head Start	194	30	0	14.00 (avg)	13.86	13	106.59%	16.00	86.61%
St. Joe Head Start	168	28	0	14.00 (avg)	12.00	13	92.31%	14.00	85.71%
Valley Springs	215	25	0	15.00 (avg)	14.33	15	95.56%	16.00	89.58%
Western Grove Head Start	183	27	14	14.00 (avg)	13.07	15	87.14%	15.00	87.14%
Yellville-Summit	183	27	0	14.00 (avg)	13.07	15	87.14%	15.00	87.14%
Ozark Opportunities Inc. HS/EHS	2,897	446	73	13.18 (avg)	220.28	261	84.49%	253.89	86.66%
Report Totals	2,897	446	73	13.18 (avg)	220.28	261	84.49%	253.89	86.66%

D. Ryan Clayborn- Program Manager & Education Coordinator:

- Training of the new Early Head Start Staff is still underway. The new EHS staff are working in other childcare facilities in the three locations as well as Head Start classrooms. The new staff are working on their CDA credential and attending other professional development courses we have provided. A new online classroom has been created to streamline this process of training new EHS staff.
- Arkansas Better Chance (“ABC”)- Enrollment is almost complete. We are back up to 31 out of 32 slots. Teachers are working hard on preparing their classrooms for the ECERS Assessment.
- Head Start- The second round of Teaching Strategies Gold will be underway this month as well as anecdotal records. Teachers are also completing Google Classroom assignments throughout the month. OOI gave out approximately 750 books in December to Head Start children.
- *Boone County Imagination Library*- Currently serving 1,017 children in Boone County. It currently cost approximately \$2,500 month to provide these free books to families. If you are interested in donating, please contact Ryan or Krystal.

E. Tawnya Akins- Mental Health, Licensing, Safety, and Facilities:

- All three Early Head Start locations are almost complete and ready to go as most of you have seen by the Public Service Announcements. Mountain Home is the only location that is not ready to go due to emergency doors being installed. The staff for Early Head Start have done a terrific job in putting these rooms together and getting reading for the kids.

F. Patricia Murray- Disabilities & Center Supervisor:

1/4/2017
10:24 am
Pmurray

**Ozark Opportunities Inc. HS/EHS
3501 - Management Report - Disabilities**

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ChildPlus

Program Term: Head Start 2016-2017, Enrollment Status: Enrolled, Dropped, Drop/Wait, Drop/Accept, Completed
Enrollment Dates: 7/1/2016 - 9/30/2016

Ozark Opportunities Inc. HS/EHS

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. HS/EHS

54	261	0	54	1 IEP(s): 44 2 IEP(s): 8 3 IEP(s): 1 4 IEP(s): 1	1 Signed 44 2 Signed 8 3 Signed 1 4 Signed 1	IEP: 54 IFSP: 0		0	0	0	Non-categorical/developmental delay 31 Speech or language impairment 23	
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21%

Center Supervisor Update:

- Staff self-evaluations are being reviewed and we are writing a new Professional Development and Training Plan.
- *First Connections* staff trained Early Head Start Staff.
- Currently ordering hearing machines, vision machines, disability toys, and screening material for the Early Head Start program to be ready for day one.

G. Carrie Ragland- Practice-Based Coach:

- Helped to teach the Child Development Associate trainings with the Early Head Start staff.
- Completed Professional Development Plans (PDP's) with some teachers and Assistants.
- Took and passed the Infant and Pre-K CLASS Observer tests.
- Spent a day in an infant/toddler class to get a better understanding of the policy and procedures of Early Head Start.

H. Krystal Mayes- Parent Engagement:

- December In-Kind has been reviewed, corrected, and submitted to Finance (see attached spreadsheet!).
- Minutes, Reports, Committees, Documentation, etc have been prepared for Policy Council.
- Ladies and gentlemen, we have had a few classrooms with 100% participation at Parent Meetings!! This means EVERY child was represented by an adult at the Parent Meeting. These teachers are working hard and doing fantastic!

III. Community Services

Rebecca Hanlin; Community Services Director

A. Low-Income Home Energy Assistance Program:

- Abbreviated applications have been mailed December 9, 2016. These are for individuals who receive SNAP (Supplemental Nutrition Assistance Program) benefits and are elderly and/or disabled; 3,630 total applications.
- The Winter non-emergency assistance program started January 9, 2017 & the crisis Winter program is tentatively scheduled to begin February 6, 2017.

Activity Summary through January 6, 2017.

Counties	Received	Approved	\$	Pending	Denied
Baxter	462	262	\$32,182	191	9
Boone	391	362	\$45,643	15	14
Marion	231	220	\$27,799	7	4
Newton	176	161	\$20,093	11	4
Searcy	150	142	\$17,952	1	7
Van Buren	193	188	\$23,910	0	5
Total	1603	1335	\$167,579	225	43

B. Vehicle Repair Loan Program:

- Current balance is now \$6,205.28.
 - \$500 maximum loan amount.
 - Loan must be repaid within one year.
- Recently the income guidelines have been increased from 125% of Federal Poverty Level to 200%. This increase will allow us to assist more of the “working poor.”
- From start of the program we’ve had 4 individuals receive a loan, three are paid in full. The one remaining has been consistent in monthly payments.

C. Family Development & Empowerment:

- We have hired a new Family Development Worker, Cathy Brownell, her first day was December 16, 2016. Cathy is undergoing training and will become a certified Getting Ahead facilitator January 16, 2017. She is currently updating SUCCESS participant files and assisting them in applying for utility assistance so they can participate in Assurance 16 activities.

D. Community Services Block Grant (CSBG):

- The CSBG I.S. Survey is due January 18, 2017. This report is basically a recap of what our agency has done for the past year. The information is very similar to what was shared in the fourth quarter and year-end reports provided at the October and November meetings and within the monthly Agency Progress Reports.
- FY 2017 first quarter report is due January 30, 2017 and will be completed on time.
- Currently collecting responses to Community Needs Assessment survey. We will close that survey January 31, 2017 in order to compile results for the public hearing in February.
- Public Hearing (held every two years) is scheduled for February 23, 2017 at 2:30 pm. This will be in preparation for our 2018/2019 CSBG application.
- Re-applied for FY 2016 CSBG Discretionary Grant.

E. Emergency Solutions Grant (ESG):

- Both grant applications have been approved!
 - Baxter, Boone, Marion and Newton counties grant application: \$14,000 (Rapid Rehousing: \$6,000 and Homeless Prevention: \$8,000).
 - Searcy and Van Buren counties grant application: \$7,000 (Rapid Rehousing: \$2,000 and Homeless Prevention: \$5,000).
 - There is a 100% funding match when using ESG funds.
 - Recently received invoices needed to start the program.
 - Currently waiting for HMIS/ESG software before implementing programs. (HMIS: Homeless Management Information System.)

F. Other Grant Opportunities:

- Recently submitted \$5,000 grant application through Walgreens. Focus areas will be homelessness prevention and rapid rehousing which has potential to be used as match funds for ESG. We will be applying for several other small grants in the near future, and will report them as they are awarded.

G. General Department Updates:

- Recently hired Elizabeth Rickets as a part-time office assistant for the Community Services Office located on Hwy 43 in Harrison.
- Connie Davenport has been hired as our Outreach Worker for Baxter and Marion counties. Lon Lewis will retire March 31, 2017 ☹️.
- Our Experience Works person, Terry Risley, will have her last day on January 19, 2017. She has been assigned to our Community Services Office on Hwy. 43 in Harrison and has been a great asset in assisting the staff and customers.

IV. Corporate Services (& Human Resources)

Jane Bueg, Corporate Services Director

Human Resources/ Corporate Services Information for December 2016

	Education	Community Services	Administration	Total
Hires	0	1	0	1
All	Education	Community Services	Administration	Total
Terminations	0	0	0	0
Other/Training:				
GoogleApps In-Kind Report: \$260.00 (Head Start) \$85.00 (Early Head Start)				
Workforce Services Unemployment Claims: 1 Wage Audit: 20				
OOI Property/Inventory: Ongoing – disposals and acquisitions				
COBRA: 0				
Technology: Monthly TechTalk; repairs & assessment;				
Governance Meetings: none				
Contractor List Update				
New Hire Reference Check & Orientation: 1				
Benefits Open Enrollment: d/c health– 1; add health– 3; new enrollment health – 2				
Retirement Plan Educational Seminar: 20 attended				
403(b) New Enrollment: 2				
Employment Ads, Interviews scheduled: Community Services Outreach Worker, Head Start Teacher Assistant				
FMLA – 1				
Training: New Director’s Orientation Part A				