



## OZARK OPPORTUNITIES, INC.

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# Agency Progress Report

*Report for July 2017 Board of Directors and Policy Council*

## I. Chief Executive Officer Update



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

- We have received our completed Agency Audit with an unmodified opinion; which means we had no findings (again 😊!).
- Agency Finances are going well. We have received funding from all sources due. We are still waiting on CSBG discretionary (\$13,000) and “carryover” funds from 2016 (approx. \$60,000) for a total of \$73,000+/- . We have no issues with making payments to vendors on time, and cash flow is not limited due to access to funds.
- We have submitted our 2018 CSBG Application for funding to State of Arkansas, and are excited at some of the new opportunities on the horizon.
- We are continuing to operate programs in an efficient manner, and are moving forward with ROMA Next Generation (<http://www.nascsp.org/ROMA/919/ROMA-Next-Generation.aspx?iHt=17> ) as it was a part of the CSBG Planning process this year.

## II. Child Development

### A. Director’s Comments:

We have been working this summer to prepare for our annual pre-service training days. In addition, we will hold our agency-wide “Commitment to Excellence” Event August 1<sup>st</sup> at the John Paul Hammerschmidt Room at the NorthArk South Campus. We will have training and honor those staff that have gone “above and beyond”.

We have recognized an immediate need for additional Early Head Start (infant & toddler) slots in not only the current 3 locations (Harrison, Mountain Home and Clinton), but also additional locations in our region. We will continue to advocate and search for funding to expand our Child Development Programs, as they are a necessary component of our Strategic Plan. Childcare and School Readiness are a critical need for the families we serve, as they support those working to improve their education and/or employment levels.

***Richard T. Atkinson***

**B. Child Development Program Manager/ Education Coordinator**

- Pre-Service Scheduling and organizing has been taking place all summer long. The agendas and trainings for August are almost complete.
- New Teacher Handbook- A new handbook for new and current staff is being created that focuses on the basics of what a new staff person should know and practice.
- Memorandum of Understanding(s)- Currently meeting with Superintendents and Principals to sign these agreements and discuss transportation in their school district.
- Updated Units of Study & Education Schedules for ABC & HS Pre-K, and EHS infant/toddler program.
- Created 350 class portfolios for ABC & HS Pre-K, and EHS infant/toddler program for the upcoming school year.
- Each EHS location will receive new books for the upcoming school year. Approximately 1,200 books will be distributed(!)
- Child Development Coordinators have been updating policies and procedures all summer to have them completed by the end of July for the coming school year.
- OOI Staff volunteered in the Boone County Imagination Library (BCIL) “Bang for Books” Run/Walk to support the program to provide books to the children of Boone County.
- Agency Staff (Ryan Clayborn) attended two different Arkansas Better Chance trainings, and an Arkansas Early Childhood Commission Meeting on July 11, 2017.

**C. Disabilities**

7/10/2017  
11:14 am  
Pmurray

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

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ChildPlus

Program Term: Early Head Start 2016-2017, Agency: Ozark Opportunities Inc. HS/EHS, Site: Mtn. Home Early Head Start,  
Enrollment Status: Enrolled, Dropped, Drop/Wait, Drop/Accept, Completed

**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**

1	16	0	1	1 IEP(s): 1	1 Signed	1	IEP: 1 IFSP: 0	0	1	0	Speech or language impairment	1
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6%

#### D. 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.

<b>CACFP CLAIM SUMMARY- Early Head Start Program</b>		
<i>Breakfast= 688</i>	<i>Lunch= 730</i>	<i>Snacks= 713</i>
<b>Total \$4,264.36</b>		

#### E. Health Requirements for EHS:

- 98% of students have completed Dental Exams.
- 100% of students have completed Lead Testing.
- 100% of students have completed Physical Exams.
- 100% of students have completed Immunizations.

#### F. Enrollment:

##### End-of-Month Enrollment - June 2017

	<i>Operated this month</i>	<i>Last day of services provided</i>	<i>All classes/options in session</i>	<i>Reported Enrollment</i>	<i>Funded Enrollment</i>	<i>Program Status</i>	<i>Total Reported</i>	<i>Total Funded</i>	<i>Grant Status</i>
Head Start	No		No		261	Reported	48	309	Reported
Initially Reported:	On 07/10/2017 by Terri Beard								
Last Updated:	On 07/10/2017 04:12:10 PM, EST by Terri Beard								
Grantee Comments:	Head Start classrooms are closed for the summer.								
Early Head Start	Yes	Jun 30, 2017	Yes	48	48	Reported	48	309	Reported
Initially Reported:	On 07/10/2017 by Terri Beard								
Last Updated:	On 07/10/2017 04:12:10 PM, EST by Terri Beard								

At the end of June 2017 we had **48 Early Head Start Children** and were fully enrolled.

#### G. Facilities:

- Working on Head Start Pre-K Centers to be ready for the new school year:
  - Bruno-Pyatt, Harrison, and Valley Springs Centers getting Powerwashed (week of July 10<sup>th</sup>).
  - Getting bids for repairs needed at Valley Springs (porch, paint, ceiling, floor, etc.).
  - Working on playgrounds at Shirley & Valley Springs.
  - Getting the HVAC units serviced at Harrison and Bruno-Pyatt.
  - Planning for painting of porches at Bruno-Pyatt, Harrison, and Valley Springs.

## H. Attendance:

7/10/2017  
4:51 PM

### Ozark Opportunities Inc. HS/EHS 2301 - Average Daily Attendance

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Tbeard

Program Term: Early Head Start 2016-2017, Agency: Ozark Opportunities Inc. HS/EHS, Attendance Date:  
6/1/2017 - 6/30/2017

#### Ozark Opportunities Inc. HS/EHS

	Attendance Records			Operating Days	ADA <sup>1</sup>	Funded Enrollment		Actual Enrollment	
	Present <sup>5</sup>	Absent <sup>6</sup>	Neither <sup>7</sup>			Count <sup>2</sup>	% Attendance	Count <sup>2</sup>	% Attendance <sup>3</sup>
Clinton Early Head Start	243	53	48	22.00 (avg)	11.04	16	69.03%	13.46	82.09%
Harrison Early Head Start	285	40	27	22.00 (avg)	12.96	16	80.97%	14.77	87.69%
Mtn. Home Early Head Start	280	36	29	22.00 (avg)	12.72	16	79.55%	14.36	88.61%
<b>Ozark Opportunities Inc. HS/EHS</b>	<b>808</b>	<b>129</b>	<b>104</b>	<b>22.00 (avg)</b>	<b>36.72</b>	<b>48</b>	<b>76.52%</b>	<b>42.59</b>	<b>86.23%</b>
<b>Report Totals</b>	<b>808</b>	<b>129</b>	<b>104</b>	<b>22.00 (avg)</b>	<b>36.72</b>	<b>48</b>	<b>76.52%</b>	<b>42.59</b>	<b>86.23%</b>

In the month of June we had Average Daily Attendance of **86.23%**; and were in compliance.

## III. Community Services

*Rebecca Hanlin; Community Services Manager*

### 1. Low-Income Home Energy Assistance Program:

- The Summer program started July 10, 2017 and will continue until funds are depleted or September 30, 2017.

#### Activity through July 7, 2017.

Non-Emergency Assistance					
Counties	Received	Approved	Funds Spent	Pending	Denied
Baxter	449	367	\$45,363	80	2
Boone	377	347	\$43,488	21	9
Marion	195	174	\$21,436	21	0
Newton	145	137	\$17,156	6	2
Searcy	161	151	\$18,923	9	1
Van Buren	235	222	\$28,345	11	2
<b>Total</b>	<b>1,562</b>	<b>1,398</b>	<b>\$174,711</b>	<b>148</b>	<b>16</b>

### 2. Vehicle Repair Loan Program: No change in activity for June.

- Current balance is now \$6,205.28.
- \$500 maximum loan amount. Loan must be repaid within one year.
- Income eligibility is 200% federal poverty level.
- From start of program we've had 4 individuals receive a loan, three are paid in full; one is delinquent.

### 3. Community Services Block Grant (CSBG):

- Re-applied for FY 2016 and FY 2017 discretionary grants.
- FY 2018/19 CSBG application was submitted the end of June 2017.

### 4. Family Development & Empowerment:

- As of June 30, 2017 we have 38 families enrolled SUCCESS.
- July's seminars are over Renters Rights and How to be a Good Tenant.
  - July 6 at 5:30 pm in Harrison; 406 Hwy 43 East.
  - July 13 at 5:30 pm in Yellville; 300 West 11 St.
  - July 20 at 5:30 pm in Marshall; 110 Ruff St
  - July 22 at 10:00 am in Harrison; 406 Hwy 43 East.
- The August Seminar will be on "Energy Conservation".

***All seminars are free and open to the public and advertised on Facebook and website.***

- SUCCESS Story of the Month:

When Jim and Jane began the SUCCESS Program their only income was Jane's SSI payment. They had no driver licenses, auto insurance, or a safe place to live. They had recently lost custody of Jane's kids (to her ex-husband) and were trying to get them back.

Progress(!):

- Jim is now gainfully employed.
  - Both have had their driver licenses reinstated.
  - They have found a better home to call their own and have been working to make it ready for Jane's children to move back.
  - Although the custody hearing did not go the way that Jane had hoped, she did regain visitation rights to the children and is hopeful someday soon they will be living with her again.
- **Emergency Solutions Grant (ESG):** No June activity; one family is pending for July.
    - Program implemented March 13, 2017.
    - 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).
    - 2018 ESG application was due May 30, 2017 and submitted May 26th.

**Activity through July 7, 2017; We have assisted 11 families (& 21 individuals):**

County	Rapid Rehousing	Homelessness Prevention	Match	Total
Baxter	0.00	\$212.50	\$212.50	\$425
Boone	\$1,275	\$460	\$1,895	\$3,630
Marion	0.00	0.00	0.00	\$0.00
Newton	\$250.00	0.00	\$250	\$500
Searcy	0.00	0.00	0.00	\$0.00
Van Buren	0.00	0.00	0.00	\$0.00
<b>Total</b>	<b>\$1,525</b>	<b>\$672.50</b>	<b>\$2,357.50</b>	<b>\$4,555</b>

❖ **NOTE: Payment from OCS for ESG through April has been received in full; therefore, we are able to continue taking and processing applications at this time.**

**5. Agency Capacity/ Resource Development:**

- Researching grant opportunities in childhood literacy, dental health, addressing homelessness and general family stabilization through emergency services.
- Heavily involved as lead agency of Boone, Baxter, Marion, Newton Continuum of Care. Recent meeting held 6/29/17 at the OOI Administrative Offices in Harrison. Revised CoC bylaws reviewed and passed. Discussed submission and prioritization of homelessness projects which may seek funding through the upcoming CoC Notice of Funding Availability (NOFA). Requested Technical Assistance through HUD for guidance on CoC matters.

**Activity overview for Potential Funding Opportunities:**

Grant Focus	Funding Amount	Grant Guidance	Activity	Result
Housing	\$250 - \$2,000	Met	Submitted app 3/21/17	Declined 6/19/17
Community Improvement	Not stated	Met	Researching, Baxter & Marion July-Aug '17 submission window	
Transportation	Vehicle Purchase	Did not meet	Researched	Did not meet grants guidance.
Social Issues	Up to \$5,000	Met	Submitted app 5/1/17	Awaiting response.
Homelessness	Up to \$5,000	Met	Submitted app 2/21/17	<b>APPROVED for \$5,000 in materials</b>
Childhood Literacy	Not stated	Met	Preparing application	Will submit by mid-July.
Senior Services	Unknown	Did not meet	Received application packet	Did not meet grants guidance.
Healthy Families	\$375	Met	Submitted app 6/6/17	Awaiting response.
Dental Health	Not stated	Met	Researching, await info from Rotary Dental Clinic	In Process
Community Engagement	\$25,000	Unknown	Researching, Aug '17 submission window	On Hold.
Housing & Urban Dev.	\$700K - \$1.1M	Exploring	Researched	Did not meet G.G. due to Match Requ.

**6. Community Engagement & Staff Development:**

- July 15, 2017 participating in the United Way Golf Tournament as a witness for their Hole in One competition. (United Way helps support SUCCESS participants in Boone and Newton counties.)
- Heartsaver First Aid and CPR training completed by Community Services staff needing it during the second week of June.
- Met with representative of the Rotary Dental Clinic in Harrison regarding remodel and equipment needs. Researching grants for possible assistance.
- Several OOI staff attended the June 27<sup>th</sup> Open House for the most recent home built through the Mutual Self-Help Housing program as administered by the Northwest Arkansas Regional Housing Authority.
- Materials purchased through Home Depot Community Impact Grant and delivered to Bergman EAST program to commence their micro shelter summer build project for their “Transition Mission” (as featured in the July 2, 2017 *Harrison Daily Times* article found here: [http://harrisondaily.com/news/bergman-east-students-continue-transition-mission/article\\_f2acdd58-5dde-11e7-a634-03b94e40100c.html](http://harrisondaily.com/news/bergman-east-students-continue-transition-mission/article_f2acdd58-5dde-11e7-a634-03b94e40100c.html)).

**IV. Corporate Services (& Human Resources)- June 2017**

*Jane Bueg, Chief Operating Officer*

<b>Hires</b>	Education	Community Services	Administration	Total
0	0	0	0	<b>0</b>
<b>All Departures</b>	Education	Community Services	Administration	Total
0	3	0	0	<b>3</b>
<b>Other/Training:</b>				
GoogleApps in-kind report: \$275.00 (Head Start) \$175.00 (Early Head Start) \$20.00 (ABC)				
Contractor List Update				
FMLA – 1				
Unemployment claims - 8				
Unemployment Wage Audits - 3				
Webinar – Dodd Frank, Sox, and handling Whistleblowers – 1 hour				
Benefits enrollment - 3				
Benefits termination - 3				
COBRA Notification: 2				
Title Changes				
Leadership Team Meetings: 3				
Job Postings: 7 positions: Teacher St. Joe, Teacher Mountain Home, Teacher W. Grove, Teacher Assistant Harrison, Teacher Assistant Harrison, Classroom Assistant Early Head Start Harrison, Teacher Early Head Start Harrison				
Verification of Earnings – 1				
Reference Checks – 2 applicants				
Child Maltreatment Registry Checks – 2 applicants				