

Agency Progress Report

Report for July 2014 Board of Directors and Public

I. A note from the Executive Director:

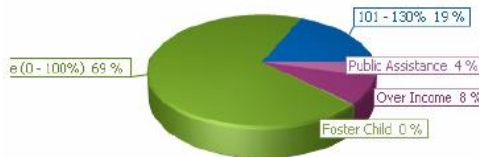
The summer months are mostly a time to catch up and prepare for the busy season of fall and winter...we are excited at upcoming opportunities to improve our current programs, as well as looking forward to working with stakeholders in the coming months to add additional ways to stabilize and support development for individuals/families, communities, and our agency.

RTA

II. Head Start

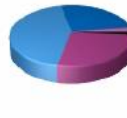
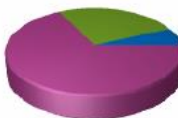
A. Head Start Snapshot:

Program Terms: Head Start 2014-2015
Income Status - Enrolled Participants



Waitlisted Participants

by Income by Age by Disability



Current Enrollment
IEP/IFSP Enrollment
Health Requirements
Accepted
Waitlist
Immunization
In-Kind
CLASS™

73% | 116 of 440 slots vacant
6% (20/324)
18% (59/324)
0% | 1 participants
10% | 46 participants
83% Comp or Up-To-Date (272/324)
Families who volunteer 60% | 186 families
< Not Observed >

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

- **ENROLLMENT UPDATE:** Parent Enrollments are being completed for the 2014-2015 school year. Recruitment activities are underway across all of our 6 counties. We are about **73% filled** for the new school year. We currently **need 119 additional students** across the board - so **please tell all the people you know about Head Start and our openings!**

Enrollment/Recruitment Report as of 7/13/14

<u>Center</u>	<u>Enrollment Numbers</u>	<u>Current Enrollment</u>	<u>NEEDED</u>
Alpena	17	13	4
Bruno-Pyatt	18	19	1
Clinton	34	27	7
Cotter	20	18	2
Flippin	18	14	2
Harrison	93	54	37
Jasper	15	14	3
Marshall	16	17	0
Mtn. Home I; Rm. 1 & 2	38	23	15
Mtn. Home II	20	10	10
Mtn. Home III	16	10	6
Mtn. Home IV	20	12	9
Norfork	30	26	4
Shirley	15	11	4
St. Joe	17	8	7
Valley Springs	15	12	3
Western Grove	20	18	2
Yellville Summit	18	16	3
Total HS	440	322	119



06CH5680 - OZARK OPPORTUNITIES, INC

ENROLLMENT REPORT

ENROLLMENT

<i>Month</i>	<i>Head Start</i>	<i>Funded</i>	<i>Status</i>
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
February 2014	435	471	Reported
January 2014	450	471	Reported
December 2013	444	471	Reported

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

- Summer projects continue: Painting of handicap ramps and decks at Valley Springs, Alpena, Bruno/Pyatt and Marshall. The deck at Harrison Building #1 is almost complete. Tile work will begin Monday, July 14, 2014 at Shirley. Also at Shirley an additional hand-washing sink has been installed in the children's restroom.
- Revised Emergency Plans for each center will be completed by the end of July and I will be going to each site to train staff on emergency procedures for their specific sites in early August. Thanks to the Harrison Fire Department for their help with the plans.
- Since no meals were served during the month of June there is no CACFP report.

D. Ryan Clayborn- Program Manager (& Education Coordinator/T&TA Coordinator):

- Pre-Service for the 2014-15 school year is in the process of being finalized. We have trainings scheduled that meet the needs of our teaching staff. We have training in child maltreatment, Teaching Strategies Gold, parent involvement, forms, policies, and Conscious Discipline.
- Supplies for mathematics, literacy, and science are being purchased and distributed to our classrooms. Each classroom will receive approximately 100 new books and numerous other items to boost our developmental testing scores.
- Lending libraries are almost all set up and stocked to start the school year. Each rack includes parent literature, children's books, and educational DVDs for our families to enjoy.
- Center upgrades have been completed in at many locations such as painting, new porches, and other minor upgrades.
- Our general forms that teaching staff and family service workers use daily have all been uploaded to the OOI Google drive for ease of access and to save on paper at our locations.
- Interviews for new teaching staff are underway and several candidates have been hired.

E. Patricia Murray- Disabilities & Center Supervisor:

- With the children returning and new children enrolling with an IEP as of July we stand at 6% out of 324 children enrolled. With a 10% mandate we should be good after first of the school year screenings.
- The Inter-Agency Agreements will be mailed out the end of July.
- Interviews for new staff has been on-going and will continue till all staff has been replace.

F. Tawnya Akins- Health/Mental Health:

- Training with the FSW's to insure our noncompliance is fixed.
- Reviewed P.I.R. questions to insure data is correctly gathered and reported.
- Look over ChildPlus Reports to determine new ways to use data.
- Watching Conscious Discipline Videos to use for Pre-Service training.
- Currently working on revising forms for the new year.

G. Krystal Mayes- Parent/Volunteer:

- Watched 5 sessions of Conscious Discipline Videos.
- Designed certificates for *Commitment to Excellence Event*.
- Archived old documents and organized recent Parent Involvement and Policy Council information.
- Completed all "In-Kind" (nonfederal match) through the month of May- has been sent to finance for final approval.
- Re-vamped Pre Service Agenda.
- Updated OOI Facebook page regularly.
- Submitted Head Start information for the monthly OOI Newsletter.

III. Community Services

Rebecca Hanlin; Community Services Director

A. Home Energy Assistance Program

- Regular Home Energy Assistance Program (HEAP): The Summer program started July 7th and will be for electric only.
- Crisis Intervention Program: At this time there is not a crisis program due to limited funds, as often the "Regular" benefit amount is enough to stay a disconnect. Last summer in August the State had additional funds for a small Crisis Program; we are tracking those that apply for assistance with a disconnect notice so we will be able to determine how much additional funding would be needed if available.
- Robert Boyce, HEAP Monitor, conducted a review of FY 2014 Winter HEAP files for OOI Regular and Crisis programs, June 24-26, 2014. We received the monitoring report letter July 1, 2014 (letter sent to all Board members for review). There were no findings for either program and the State responded: **"OOI is to be commended for its performance in the implementation of the FY 2014 Regular [and Crisis Intervention] Programs."**

OOI HEAP Expenditures thru 7/3/14

County	Summer Regular				
	Applied	Approved	Denied	Pending	\$ Spent
Baxter	507	458	6	43	\$57,179
Boone	407	379	19	9	\$47,890
Marion	256	230	0	26	\$29,491
Newton	190	174	8	8	\$22,189
Searcy	173	165	2	6	\$21,345
Van Buren	228	216	6	6	\$27,363
Totals	1761	1622	41	98	\$205,457

- B. The Emergency Food Assistance Program/Commodities (TEFAP):** USDA Surplus Foods distributed in all six counties to low-income families. Our last delivery was in April (and that food allocation has been distributed.) We anticipate another delivery in mid-August; those foods may include 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	
	H.H.	Ind.	H.H.	Ind.	H.H.	Ind.	H.H.	Ind.	H.H.	Ind.
<i>Baxter</i>	164	288	0	0	116	237	97	207	133	260
<i>Boone</i>	165	329	0	0	119	190	145	289	130	259
<i>Marion</i>	70	132	23	48	55	103	52	109	68	128
<i>Newton</i>	118	192	55	103	74	106	170	312	163	281
<i>Searcy</i>	178	303	0	0	128	211	154	270	67	110
<i>Van Buren</i>	149	272	0	0	130	216	171	303	36	53
Totals	844	1516	78	151	622	1063	789	1490	597	1091

- 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 CSBG (Community Service Block Grant) 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 27 families with employment and education related goals.
- One of Tammy's participants has been hired as a temporary worker to assist Margaret Duncan with the Home Energy Assistance Program this summer in Clinton and Marshall.
- July's training is "Keeping Your Food Safe" with guest speakers from the local extension offices.
- The August training will be "Energy Conservation with a Twist".

D. FY 2015 Community Service Block Grant application: Application was completed and submitted by the deadline (July 1, 2014.)

E. FY 2014 CSBG 3rd Quarter Report is due to the State by June 30, 2014 and will be submitted after review by the Executive Committee.

F. Meetings, Trainings, Miscellaneous Updates:

- Rebecca Hanlin is currently in phase three of a four phase training to become a *Nationally Certified ROMA Trainer* ("ROMA" is Results Oriented Management and Accountability.) Phase three consists of practice sessions where candidates co-train in the field with a mentor or another candidate. Phase Four (upon successful completion of phase three) candidates will be invited to participate in a final field evaluation.
- Conducted three staff evaluations; Tammy Grange, Lon Lewis, and Susan Phelan.
- Wanda McMurrin, Program Coordinator, is now the direct supervisor of Outreach Staff. The transition is going smoothly.

IV. Corporate Services

Jane Bueg, Corporate Services Director

Human Resources/ Training Information- July 2014

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

Current Employment Opportunities at OOI unfiled as of 07/10/2014

Position	Location	Program
Teacher Assistant	Bruno-Pyatt	Head Start
Teacher with Center Director duties	Shirley	Head Start
Other/Training		
Governance Meetings: Board of Directors Executive Committee 06/30/2014		
GoogleApps in-kind report: \$340.00		
Workforce Services Unemployment Claims: 25 Claims Audit: 0 Claims Audit Follow-up: 0		
Training: Webinar – “Preparing for the Proposed Changes to the FLSA White Collar Exemptions”; “EHS – Child Care Partnership Grants: Strategy and Process for Success”		
Track Senate Bill 1967		
Family Medical Leave Requests & Tracking: 2		
Board of Director’s Minutes (Executive)		
HS Medical Record Request : 1		
Garnishment Interrogatories: 1 Garnishment release: 1		
Terminate Life Insurance Benefit: 0		
Terminate Health Insurance Benefit: 0		
Terminate Dental Benefit: 0		
Temporary Help Community Services: 2		
General Liability Claim: Clinton Head Start Parking area – tree limb damage to staff vehicle		
Verification of Income: 3		
Volunteer Insurance renewal		
Technology: software donation via TechSoup for computer upgrade to 8.1 and Office 2013 installation – HS classrooms		
Terminate Retirement Plan Participation: 5		