I. Chief Executive Officer Update:

- Agency Finances are (still) going well. We have no issues with making payments to vendors on time, and cash flow is not limited due to access to funds.

- I would like to take this time to say MERRY CHRISTMAS and a HAPPY NEW YEAR to all of our Board Members, Policy Council, community partners and program participants- we hope you all have a time of rest and relaxation this holiday season as we remember the reason for the season is taking care of those less fortunate and remembering those things we hold dear- family, friends, and fellowship… RTA
II. Child Development (ABC Pre-K, Head Start, & Early Head Start):

A. Arkansas Better Chance Pre-K Program:

Attendance: The ABC Program requires 80% Average Daily Attendance (see print screen of ADA Reports; below…); *November 2018 ABC Class Attendance- Monthly Avg.= 84.35% Fully Enrolled with 50 students.*

B. Head Start & Early Head Start:

a. Health and Nutrition- Sharon Burnett:

➢ CACFP CLAIM SUMMARY- October 2018; TOTAL= $39,928.95

<table>
<thead>
<tr>
<th></th>
<th>Head Start</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th>Early Head Start</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Breakfast</td>
<td>4,881</td>
<td>Lunch</td>
<td>4,886</td>
<td>Snacks</td>
<td>4,454</td>
<td></td>
<td>Total $30,074.67</td>
<td></td>
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</tr>
<tr>
<td>Early Head Start</td>
<td>Breakfast</td>
<td>831</td>
<td>Lunch</td>
<td>834</td>
<td>Snacks</td>
<td>839</td>
<td>Total $5,187.50</td>
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<tr>
<td>ABC Pre-K</td>
<td>Breakfast</td>
<td>883</td>
<td>Lunch</td>
<td>914</td>
<td>Snacks</td>
<td>919</td>
<td>Total $4,666.78</td>
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HEALTH OUTCOMES: NOVEMBER 2018

<table>
<thead>
<tr>
<th>Head Start</th>
<th>Early Head Start:</th>
<th>Status</th>
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<tbody>
<tr>
<td>95%</td>
<td>95%</td>
<td>Completed Dental Exams</td>
</tr>
<tr>
<td>96%</td>
<td>96%</td>
<td>Completed Lead Testing</td>
</tr>
<tr>
<td>96%</td>
<td>93%</td>
<td>Completed Physical Exams (Well Child for EHS)</td>
</tr>
<tr>
<td>98%</td>
<td>96%</td>
<td>Completed Immunizations</td>
</tr>
<tr>
<td>3</td>
<td>2</td>
<td>Parents have signed an immunization waiver</td>
</tr>
</tbody>
</table>

The following are items completed in November 2018:

- Attended Policy Council Meeting to present Health/Nutrition Training.
- Completed Lead Screens at MH EHS, Norfork, Western Grove, Shirley, Clinton EHS.
- Completed CACFP Reimbursement for October & November 2018.
- Attended an OOI Child Dev. Management Team Meeting.
- Arkansas Head Start Association Board of Directors Meeting.

b. Licensing/Safety & Facilities- Harley Thompson:

- Attended Joint Public Safety Response to Active Shooter Course presented November 28th at the Durand Center in Harrison.
- A review of all classroom staff records by AR. DHS Licensing was conducted on November 5, 2018. Meticulous attention to detail by Jane Bueg in maintaining these records resulted in no unfavorable findings.
- Preparing for and conducting on-site monitoring visits of all sites during December in advance of Head Start FA2 monitoring in January 2019.
- Colder weather has brought concern from some parents regarding outdoor play. Present licensing requirements mandate that children be allowed an hour of outdoor play each day, with cautions regarding heat and cold. Each center has a posted Outdoor Play/Weather policy with a temperature graphic outlining the conditions under which children will be taken outside. When temperatures are below 32 degrees or above 95 degrees, staff are to use discretion and not exceed 15 minutes of play. We understand parent concerns and work to ensure that our procedures are consistent with what is required of us and are duly approved.
• November concludes the second consecutive month with zero incidents requiring self-reporting to AR DHS Licensing. Any incident in which a child is taken for medical treatment is required to be self-reported. During the first few weeks at the start of the school year a couple of incidents of exuberant outdoor play resulted in cuts on lips. In each instance, the parent took the child to their physicians with neither requiring stitches or other procedures. Both cases were promptly self-reported. Careful oversight by our attentive staff have yielded many safe hours of learning, play, meals, and transitions by hundreds of developing children that we are entrusted with. THAT is certainly a fulfilling part of working at Head Start!

c. Mental Health- Tawnya Akins:

• Set up a REACH training for the teachers in Harrison, Valley Springs, Western Grove, and St. Joe. This is an hour and half training once a month for six months. The training is designed to help teachers in the classroom setting; after the initial session the trainer goes into the classroom the following day to show the teachers examples of what was taught the night before. The first REACH training is scheduled for December 11, 2018.

• I have been Meeting with parents as needed, and working one-on-one with teachers who have reported behavior concerns, as well as working with our O.U.R Behavior Specialist to obtain reports & strategies for classrooms that have children with behavior concerns.

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

• ENROLLMENT UPDATE: At the end of October we had 261 Head Start children enrolled and 48 Early Head Start Children for a total of 309. We are fully enrolled.

<table>
<thead>
<tr>
<th>Month</th>
<th>Head Start</th>
<th>Early Head Start</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jun 2018</td>
<td>Closed</td>
<td>261</td>
<td>48</td>
</tr>
<tr>
<td>Jul 2018</td>
<td>Closed</td>
<td>261</td>
<td>48</td>
</tr>
<tr>
<td>Aug 2018</td>
<td>261</td>
<td>261</td>
<td>48</td>
</tr>
<tr>
<td>Sep 2018</td>
<td>261</td>
<td>261</td>
<td>48</td>
</tr>
<tr>
<td>Oct 2018</td>
<td>261</td>
<td>261</td>
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</tr>
<tr>
<td>Nov 2018</td>
<td>261</td>
<td>261</td>
<td>48</td>
</tr>
<tr>
<td>Dec 2018</td>
<td>261</td>
<td>261</td>
<td>48</td>
</tr>
<tr>
<td>Jan 2019</td>
<td>261</td>
<td>261</td>
<td>48</td>
</tr>
<tr>
<td>Feb 2019</td>
<td>261</td>
<td>261</td>
<td>48</td>
</tr>
</tbody>
</table>
**HS/EHS ATTENDANCE UPDATE:** We are at 86.81% Average Daily Attendance ("ADA") in Head Start Pre-K & 83.86% ADA in Early Head Start, so we are within the regulations (85% minimum unless excused.)

**Ozark Opportunities Inc. HS/EHS**

<table>
<thead>
<tr>
<th>Funded Enrollment</th>
<th>ADA Count</th>
<th>% Attendance</th>
<th>Count</th>
<th>ADA Count</th>
<th>% Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Clinton Early Head Start</td>
<td>210</td>
<td>17.00 (avg)</td>
<td>12.35</td>
<td>16</td>
<td>77.21%</td>
</tr>
<tr>
<td>Harrison Early Head Start</td>
<td>227</td>
<td>17.00 (avg)</td>
<td>13.35</td>
<td>16</td>
<td>83.46%</td>
</tr>
<tr>
<td>Mtn. Home Early Head Start</td>
<td>228</td>
<td>17.00 (avg)</td>
<td>13.42</td>
<td>16</td>
<td>83.82%</td>
</tr>
</tbody>
</table>

**Ozark Opportunities Inc. HS/EHS**

<table>
<thead>
<tr>
<th>Funded Enrollment</th>
<th>ADA Count</th>
<th>% Attendance</th>
<th>Count</th>
<th>ADA Count</th>
<th>% Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Clinton Early Head Start</td>
<td>260</td>
<td>19.00 (avg)</td>
<td>13.68</td>
<td>15</td>
<td>91.23%</td>
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<tr>
<td>Otter Head Start</td>
<td>212</td>
<td>19.00 (avg)</td>
<td>11.16</td>
<td>16</td>
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</tr>
<tr>
<td>Harrison</td>
<td>1,123</td>
<td>17.00 (avg)</td>
<td>66.07</td>
<td>80</td>
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<td>Jasper Head Start</td>
<td>230</td>
<td>19.00 (avg)</td>
<td>12.11</td>
<td>15</td>
<td>80.70%</td>
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<tr>
<td>Mountain Home I</td>
<td>235</td>
<td>17.00 (avg)</td>
<td>13.82</td>
<td>16</td>
<td>86.40%</td>
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<tr>
<td>Mountain Home II</td>
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<td>17.00 (avg)</td>
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<td>86.76%</td>
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<tr>
<td>Mountain Home IV</td>
<td>229</td>
<td>17.00 (avg)</td>
<td>13.47</td>
<td>16</td>
<td>84.19%</td>
</tr>
<tr>
<td>Norfork</td>
<td>201</td>
<td>19.00 (avg)</td>
<td>10.58</td>
<td>16</td>
<td>66.12%</td>
</tr>
<tr>
<td>Shirley Head Start</td>
<td>259</td>
<td>19.00 (avg)</td>
<td>13.63</td>
<td>13</td>
<td>104.86%</td>
</tr>
<tr>
<td>St. Joe Head Start</td>
<td>214</td>
<td>19.00 (avg)</td>
<td>11.26</td>
<td>13</td>
<td>86.64%</td>
</tr>
<tr>
<td>Valley Springs</td>
<td>256</td>
<td>19.00 (avg)</td>
<td>13.47</td>
<td>15</td>
<td>89.82%</td>
</tr>
<tr>
<td>Western Grove Head Start</td>
<td>273</td>
<td>19.00 (avg)</td>
<td>14.37</td>
<td>15</td>
<td>95.79%</td>
</tr>
<tr>
<td>Yellville-Summit</td>
<td>259</td>
<td>19.00 (avg)</td>
<td>13.63</td>
<td>15</td>
<td>90.88%</td>
</tr>
</tbody>
</table>

**Ozark Opportunities Inc. HS/EHS**

<table>
<thead>
<tr>
<th>Funded Enrollment</th>
<th>ADA Count</th>
<th>% Attendance</th>
<th>Count</th>
<th>ADA Count</th>
<th>% Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ozark Opportunities Inc. HS/EHS</td>
<td>3,987</td>
<td>18.06 (avg)</td>
<td>221.13</td>
<td>261</td>
<td>84.78%</td>
</tr>
</tbody>
</table>

**NOTE:** The far-right two columns in the report (above and below) are used to determine the Average Daily Attendance percentage and Count.
e. **Program Manager/ Education Coordinator- Ryan Clayborn:**

- Created the November and December Teacher’s Newsletter that included information about classroom interactions, brain development, CLASS, and behavioral challenges faced in the classroom.
- I traveled to all Head Start locations to perform a CLASS refresher training in preparation for the Federal Review Team in January. This training included scenarios and expectations of the review.
- I assisted the CEO in the grant process which included some narrative items, appendix items, and meeting with county officials to get letters of support in several locations for the EHS Expansion and HS/EHS Continuation grants.
- I reviewed all Lesson Plans for the month of December.
- I reviewed and documented all required educational records for all programs (Records Check).
- I assisted the Licensing and Safety Coordinator on installing equipment and select jobs.
- I am in the process of developing an online EHS and HS Education Module for training in December for the upcoming HS/EHS FA2 Review.
- The Boone County Imagination met on December 4th and is currently providing books to 1,180 children in Boone County. It costs approximately $2,800 a month to fund the program in Boone County.
- C.L.A.S.S. Reviewers were in Head Start classrooms from December 3rd -6th.
- I attended several meetings with parents, teachers, and specialists over the course of the month.
- I attended the Arkansas Early Childhood Commission meeting via phone in November and the Newton County School Readiness Meeting as a committee member.

f. **Disabilities & Asst. Center Supervisor- Patricia Murray:**

- I have been working with all CO-Ops and Pre-Schools to make sure all enrolled children have been screened.
- Early Head Start children are in the process of the 2nd round of screenings. EHS students are screened 4 times per year (August, December, March and June).
- I have scheduled to participate in webinars regarding Behavior Management and Autism in the coming weeks.
- Below is a printout from the ChildPlus data system showing our Disabilities numbers to date; we are currently at 25 children with IEP’s, or 9.7% (the requirement is 10%; we should reach that number by the end of the year and will be in compliance.)
g. Parent Engagement- Krystal Mayes:

- October In-Kind has been reviewed and submitted to the Finance Dept.
- Our Volunteer tracking system has been updated. Each teacher is notified when a volunteer is approved and it is immediately uploaded to an “Approved Volunteers” document on Google Drive.
- Teachers, Parents and students are coming together to enjoy the holiday spirit!

HARRISON HEAD START CLASSROOMS AND FAMILIES
ROCK THE CHRISTMAS PARADE!
HARRISON EARLY HEAD START’S HOMEMADE CHRISTMAS ORNAMENTS!

ARKANSAS HISTORY WEEK AT NORFORK HEAD START!
III. Community Services

Rebecca Hanlin; Community Services Manager

1. Low-Income Home Energy Assistance Program:

- Staff met December 12th to prepare abbreviated applications to be mailed; these are for elderly and/or disabled individuals that receive SNAP benefits (Supplemental Nutritional Assistance Program). Abbreviated applications were mailed December 13, 2018.

2. Community Services Block Grant (CSBG):

- Monitors from Little Rock DHS/OCS reviewed our programs October 4, 2018; we are awaiting their report.
- CSBG Discretionary Grant Updates:
  - Seven laptops have been purchased to replace older models that are showing signs of wear. New laptops have been issued to staff needing replacements. Older laptops were assessed, those in good condition were assigned to temporary and part-time workers.
  - Reality Enrichment And Life Lessons (REALL) Youth Project.
    Kits are being created; we received the curriculum on a USB drive so we have to print, laminate, and cut out all the materials for the curriculum and purchase supplies for the kits, storage container, lanyards, etc. We’ve had to extend our pilot session to early Spring. We have to replace our color printer in order to complete the printing needed for these kits; we are approximately 75% ready and plan to be ready to roll in the next few months.
3. Vehicle Repair Loan Program:
   - Current balance is now $4,473.59. Current outstanding funds are $1,442.49.
   - $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 12 individuals receive a loan; one new loan; four are paid in full; three are in the repayment process; five are delinquent.
   - We are working with Community Partners to spread the word about this program. Partners must be willing to sign a referral letter and help with contacting approved clients if they default on the loan.

4. HOPE Revolving Loan Fund:

   Ozark Opportunities, Inc. administers an interest-free micro loan program through the Housing Opportunities Partnership Exchange (HOPE 501(c)3) that is intended to assist homeless individuals/families with the upfront costs such as rent deposits, rent payments and/or utility deposits when establishing a home.

   HOPE RLF Activity from November 12 through December 12 includes:
   - No new clients were processed. 1 payment were received. Revolving loan account current balance is $745.82.
   - Until more repayments are received, funds are not available to assist additional clients. Target balance before re-opening for processing additional loans is $1,500.00.
   - To date, during Calendar Year 2018, fifteen households comprised of 43 total individuals have been assisted with establishing a home through this micro-loan program.

5. Family Development & Empowerment:
   - **Seminars:** A December seminar is scheduled on December 13, 2018 at our training center on Hwy 43 at 5:30 pm. The Univ. of Ar. Extension Office will be conducting a seminar on “Overindulgence During the Holidays.”
On January 17, 2019 we will host a seminar at our training center on Hwy 43 at 5:30 pm. with the topic of: “How much money does tobacco use really cost you?”

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

- **SUCCESS:** As of November 30, 2018 we have 15 families enrolled SUCCESS. Of these 15, 8 are new enrollees to the program. We also have 3 pending applications.

  A SUCCESS Success!!!: It is a special occasion when one of our graduates of the SUCCESS Program touches base with us when a new milestone has been reached in their life. Today we heard from one of our graduates as she was so excited to tell us about her milestone accomplishment. This graduate is a single mother who began our program while she was enrolled in college and participating in the VISTA Program. She received housing assistance, SNAP benefits, and a monthly stipend from her work with VISTA. Fast forward 3 years, she has been employed full-time for the last six months and no longer receives any assistance with housing and SNAP. Her income grew significantly from her stipend. She informed us today; that because of the skills she learned in the SUCCESS Program that for the first time she was able to pay all of her bills and still have money left over(!). It is always bittersweet with the end of each program year as we have watch our families grow and reach their goals without often knowing the final outcome to their journey towards self-reliance. Today we received a gift from this family in that we were included in their SUCCESS story. We wish them a very Happy Holiday!

6. **Healthy Families Arkansas- November Activity:**

- Currently serving a total of 27 families – 9 in Searcy County and 18 in Van Buren.
- Received 2 new referrals. No new families enrolled.
- Had 1 new baby born to a mom enrolled prenatally.
- Completed 46 home visits.
- Outreach with Marshall High School nurse.
- Checked 4 car seats for proper use and installation.
- Educated 1 family on safe sleep practices.
• We submitted the application for re-accreditation with *Healthy Families America* as our current accreditation expires December 2020.

HFA Staff attended the annual Arkansas Home Visiting Network (AHVN) Conference in Hot Springs on November 5 and 6. The AHVN promotes high quality and evidence-based home visiting services to Arkansas families during pregnancy and until children enter Kindergarten.

The AHVN facilitates activities among its members to promote program collaboration and to raise public awareness about home visiting, to expand and sustain home visiting services, to provide supplemental home visiting training, to collect and share data, and to share relevant policy and research information. The current models participating in AHVN include: Healthy Families America, HIPPY, Parents as Teachers, Following Baby Back Home, Nurse-Family Partnership, SafeCare, and Early Head Start.

Keynote presentations included:
• National and International Trends in Home Visiting by Dr. Jon Korfmacher, PhD
• Infant Mental Health and Home Visiting by Dr. Paula Zeanah, PhD, and
• The Difference of One Degree by V.P. Parker (a staff favorite!)

Breakout sessions that staff chose to attend included:
• Darkness to Light: Ending Child Sexual Abuse
• The Journey Begins Here: Recruitment Strategies & Techniques to Improving Home Visiting
• Understanding Child Maltreatment
• Coloring a Child’s World
• Diversity and Reality of Supporting Single Parent Families
• When the Bough Breaks: Trauma in Early Childhood

At the conclusion of the conference, Healthy Families of America programs from around the state met to discuss program details such as database questions, revised national HFA policies and documentation, coordinated intake within each county, program success stories, and an HFA accreditation Q&A.
7. Mobile Micro-SHELTER Youth Initiative:

- Applications are now available for local youth groups in Baxter, Boone, Marion and Searcy counties to apply for mini-grants to build “mobile micro-shelters.”
- Applications are due to the OOI Community Services Office by January 11, 2019.
- The Selection Committee will notify winners January 18, 2019 and the work will begin to get them completed by late spring 2019(!)

Help Eliminate Homelessness in the Ozarks & Rep Your Youth Group

Contest Open to Youth Groups in Baxter, Boone, Marion & Searcy Co.

Deadline to Submit Applications is January 11, 2019. Contest Winner will be Announced on January 18, 2019.

YOUTH MICRO SHELTER BUILD INITIATIVE

Would your Youth Organization like to participate in an exciting construction project that will benefit our community? Ozark Opportunities Inc. is currently accepting proposals for the design and construction of Mobile Micro-Shelters which will provide safe, short term sleeping accommodations for homeless individuals in our area. If your group’s proposal is selected, you will be awarded the resources needed to construct a Mobile Micro-Shelter based off of your team’s blueprints that will help in the fight against homelessness in the Ozarks.

Sign up today and help make a difference!

Funded by:

[Image of sponsors: Cox Communications, Entergy]
8. Community Engagement & Staff Development:

- Several Community Services Staff attended *Active Shooter* training at the central campus of North Arkansas College on November 20th, along with representatives from the OOI Child Development Team.
- Two staff (Benjamin Glover and Crystal Rogers) completed Phase 1 and Phase 2 of the NCRI training and are starting work on Phase 3; “Building a Portfolio”.
- Two staff (Rebecca Hanlin and Benjamin Glover) attended the CSBG Planning Conference held in Little Rock on November 28.
- Baxter County OOI Staff attended the Senior Networking Meeting in Mountain Home on November 28, 2018.
- Two staff (Rebecca Hanlin and Crystal Rogers) attended the annual LIHEAP Training Conference in Little Rock on November 29-30.
- Comprehensive Community Assessment – Core Group will continue to meet regularly until the February 2019 public hearing is held. This group is tasked with ensuring standards are met while proceeding through the comprehensive assessment process in preparation for program years 2020/2021.

9. Staffing Updates:

- Ferrin Carlton, Outreach Worker for Boone/Newton counties has transferred to be a Family Development Worker in Baxter and Marion Counties.
- Shirlynn Rains, temporary LIHEAP worker, has accepted the part-time Family Development Worker position and will cover Searcy and Van Buren counties.
- Rebecca Dotson has been hired as the new Outreach Worker for Boone/Newton counties. Welcome Rebecca!!!

A little about Rebecca Dotson (in her own words): “I spent the early days of my professional career in a classroom teaching elementary-aged children. During that time, I came face to face with the reality of poverty. Education is incredibly important, but my math lessons did not fill a child’s stomach or pay the rent.

It was this realization that prompted me to leave education to join the front lines of victim advocacy as a Night Advocate at Sanctuary (domestic violence shelter) and now to join the amazing staff at Ozark Opportunities, Inc. as an Outreach Worker.

I look forward to working with the staff at OOI to make a difference in my community.”
IV. Corporate Services/Human Resources

Jane Bueg, Chief Operating Officer

November 2018

<table>
<thead>
<tr>
<th>Hires</th>
<th>Education</th>
<th>Community Services</th>
<th>Administration</th>
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<table>
<thead>
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<th>Departures</th>
<th>Education</th>
<th>Community Services</th>
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<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

**Other/Training**

- GoogleApps in-kind report: $300.00 (Head Start) $180.00 (Early Head Start) $45.00 (ABC)
- Contractor List Update
- Leave Without Pay – payroll adjustments : 5
- Jury Duty: 5
- Child Development Contracts/Compensation Agreements - 0
- Income/Employment Verification – 0
- FMLA - 2
- Job Posting, Advertisement & Job Description - 1
- Dept. of Labor Survey for November (Van Buren County statistics)
- Technology: Tech Talk
- Benefits Enrollment/change/termination: 4
- Board Executive Committee Meeting
- Board of Directors Meeting
- Policy Council Meeting
- Interview Schedules: 1
- Training: Joint Public Safety Response to Active Shooter Course; 2019 Health Care Reform – How to Stay Compliant
- Health Insurance Rate Quotes w/Gallagher