

ANNUAL REPORT 2018-2019

Okanogan County Child Development Association

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Important Abbreviations:

Head Start - HS

Rural Home Visiting - RHV

Early Head Start - EHS

Early Childhood Education and Assistance Program - ECEAP

Mission Statement: We assist eligible pregnant women, children, and families achieve lifelong learning.

FROM OUR EXECUTIVE DIRECTOR

Okanogan County Child Development Association (OCCDA) has been providing services to children and families for over 50 years. OCCDA provides early childhood education and comprehensive, prevention-based services for children ages 0-5, pregnant women, and their families. OCCDA provides both classroom and home visiting services from nine service locations throughout Okanogan County and in Bridgeport.

OCCDA receives funding from the Office of Head Start to provide pre-school programs for children ages three to five and Early Head Start programs (home visiting and classroom options) for expectant parents and children from birth to the age of three. In 2016, OCCDA received “Duration” funding from the Office of Head Start for our Methow Valley Head Start program. This funding enabled us to implement a full day pre-school program in partnership with the Methow Valley School District during the 2017-2018 program year. In 2019, OCCDA received “Duration funding” from the Office of Head Start to expand Early Head Start Programs in Brewster, Omak, and Oroville and Head Start programs in Omak and Oroville to full day programs beginning the fall of 2019. The application for this funding was a result of OCCDA’s work on community assessments and meetings with stakeholders and community members to assess the needs of these communities.

OCCDA receives state funding from the Washington State Department of Children, Youth, and Families' Early Childhood Education and Assistance Program to provide pre-school programs in Tonasket and Oroville. OCCDA also receives federal Maternal, Infant, and Early Childhood Home Visiting (MIECHV) funding from Washington State Department of Children, Youth, and Families to provide home visiting to expectant parents and children from birth to the age of three. All of OCCDA’s programs are designed to promote school readiness, encourage positive parenting, improve maternal and child health, and promote child development.

In early 2018, OCCDA was approached by a community member passionate about literacy and Dolly Parton’s Imagination Library Program. After due diligence and looking to the community for other potential partners, OCCDA decided that this program was a great fit. In 2019, OCCDA became an affiliate for Dolly Parton’s Imagination Library Program and began enrolling children in March. This program provides a free, quality, age appropriate book every month to enrolled children ages birth to five living in Okanogan County and Bridgeport. The program is funded solely by community donations. During the program year, this program served 697 children.

OCCDA provided services to 1,113 children and families during the 2018-2019 program year. Of those children served who left services, 64% transitioned to kindergarten or to another early learning program.

OCCDA is in the process of significant growth and change. As we look into next program year, our agency will grow substantially hiring for thirty new positions and expanding five programs to full day programming. We are focused on implementing a successful expansion and transition for children and families.

We continue to look at ways to build interest in Early Learning careers, recruit qualified staff, and expand interest in Early Learning Careers. Included in this effort, is a summer opportunity for college and high school students to apply for a paid internship at our agency. We have hosted three students in the last two years.

We are also working with employees and our Board of Directors to update our Mission Statement to better reflect the work we do. Look for a survey for your feedback in the future.

Jodi DeCesari
Executive Director

OCCDA 2018-19 AT A GLANCE

- 2,711 Home visits completed
- 6,541 Classroom hours provided through 14 classrooms
- 1,113 Children and their families served
- 697 Children enrolled in Dolly Parton's Imagination Library Program
- 64% of Children transitioned to another early learning program or Kindergarten
- 89 Employees, 35% of which are current or former program parents
- 287 Program volunteers

What services are provided in your community?

Location	Head Start	Early Head Start	Rural Home Visiting	ECEAP
Brewster	Yes	Yes	Yes	No
Bridgeport	No	Yes	No	No
Methow Valley	Yes	Yes	Yes	No
Okanogan	Yes	Yes	Yes	No
Omak	Yes	Yes	Yes	No
Oroville	Yes	Yes	Yes	Yes
Tonasket	Yes	Yes	Yes	Yes

Full day classroom programs are provided in the following programs:

- Methow Valley Head Start
- Beginning 2019-20
 - Brewster Early Head Start
 - Omak Early Head Start
 - Omak Head Start
 - Oroville Early Head Start
 - Oroville Head Start

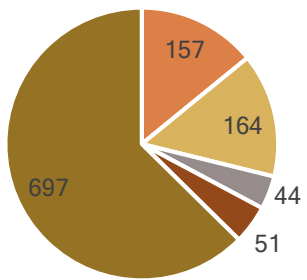
Transportation

While it is not a requirement of our funders, OCCDA recognizes the challenges of families in our communities to transport children to and from school and offers bus transportation for all center-based/classroom programs.

Meals

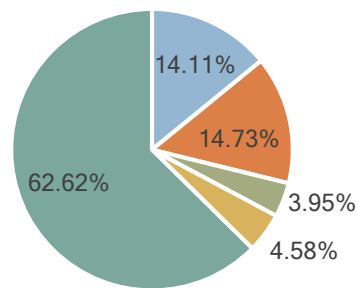
OCCDA is USDA funded and provides meals and snacks for all center-based/classroom programs at NO CHARGE to families.

Total Served 2018-19

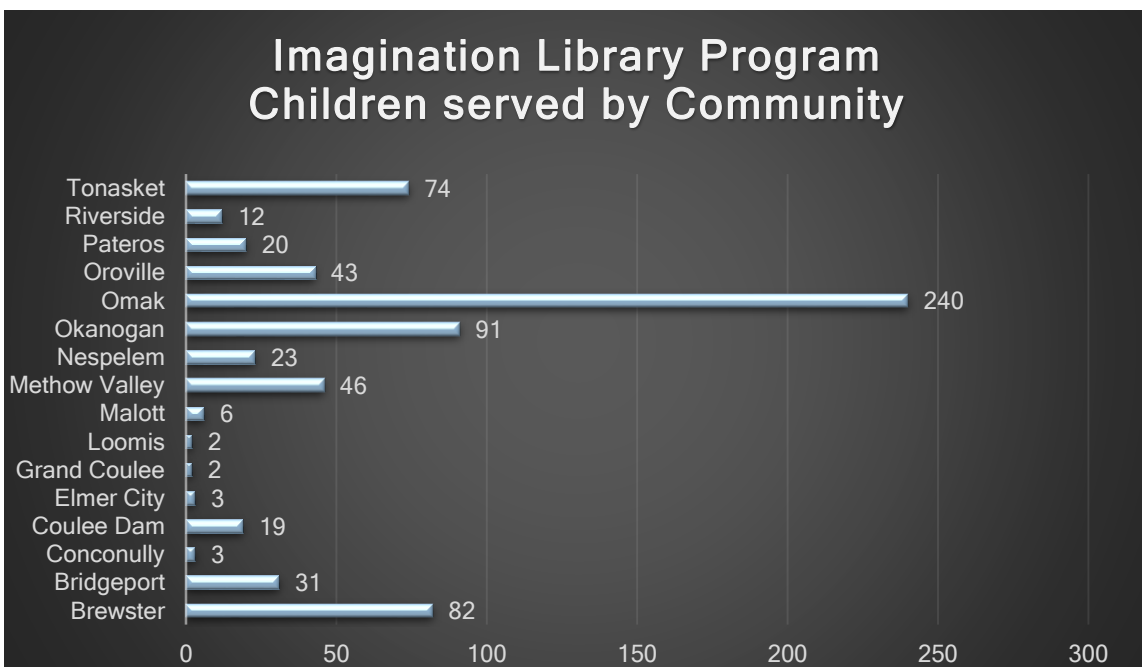


■ EHS ■ HS ■ RHV ■ ECEAP ■ Imagination Library

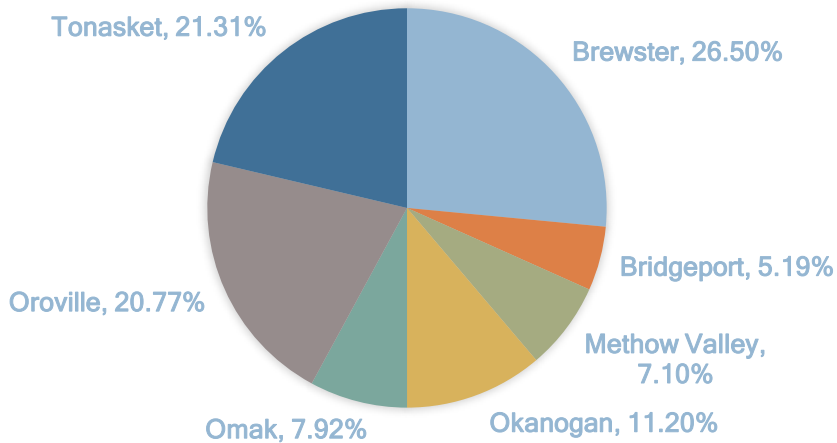
Children Served by Program



■ EHS ■ HS ■ RHV ■ ECEAP ■ Imagination Library

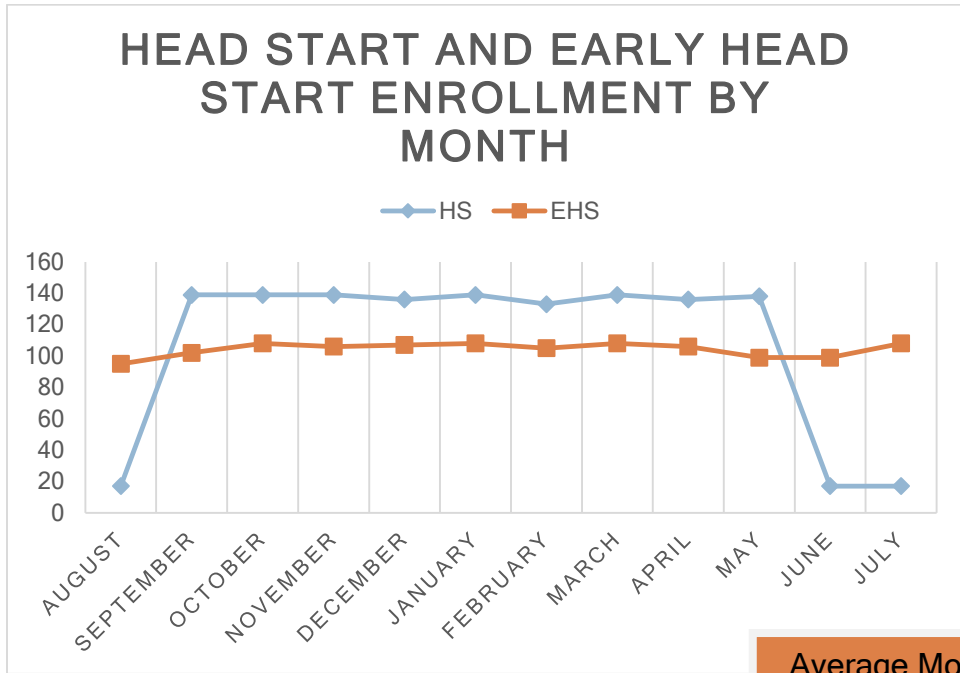


**CHILDREN AND FAMILIES SERVED BY
COMMUNITY (HOME VISITING AND CLASSROOM)**

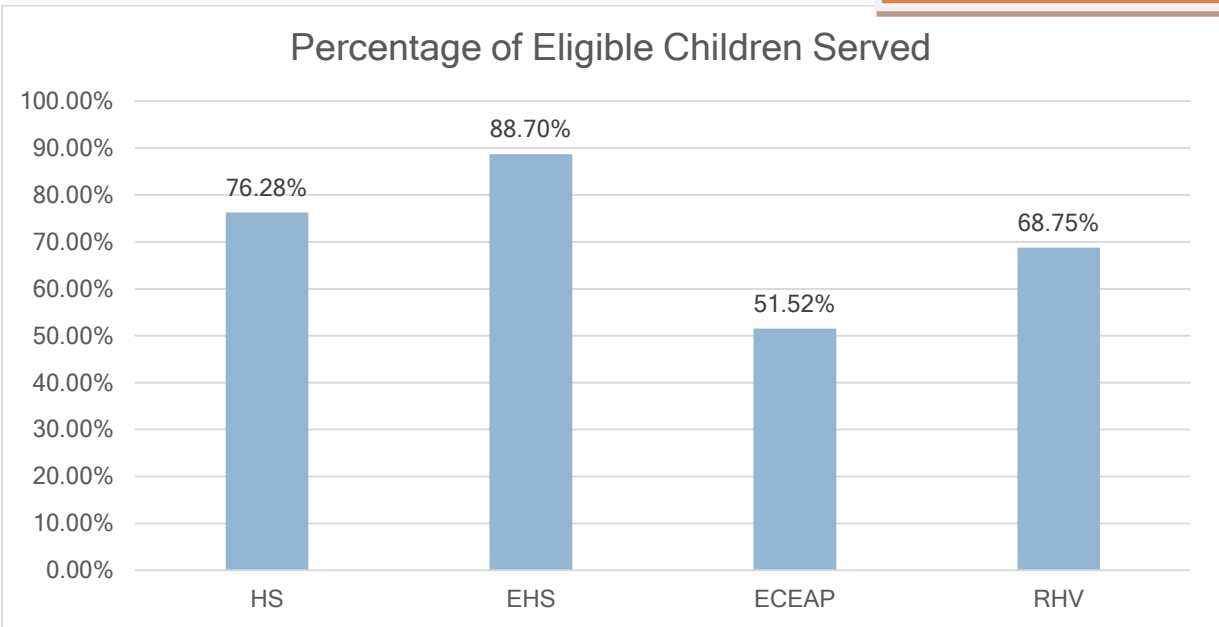


ENROLLMENT

*Enrollment averages are skewed by part-year programs and include months when some, but not all centers are in operation.



Average Monthly Enrollment as a % of Funded Slots
 Head Start - 77.2%
 Early Head Start - 96.5%



FINANCIAL

Financial Audit and Program Reviews

OCCDA contracts out annually for an independent financial audit. The financial audit for year-end December 2018 was performed by Cordell, Neher & Company, LLC. They issued a qualified opinion as noted below.

“In our opinion, except for the effects on the financial statements of not capitalizing the cost of equipment purchased and not recording mortgages incurred as discussed in the *Basis for Qualified Opinion* paragraph, the financial statements referred to above present fairly, in all material respects, the financial position of Okanogan County Child Development Association as of December 31, 2018, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America. “

From March 19, 2019 to March 22, 2019, the Administration for Children and Families conducted a Focus Area Two monitoring review of our Head Start and Early Head Start Programs. The Program Performance Summary Report states “Based on the information gathered during this review, we have found your program meets the requirements of all applicable HSPPS, laws, regulations, and policy requirements”.

The Department of Children, Youth, and Families (DCYF) conducted a full monitoring of our ECEAP program in March of 2018, the results of which were provided to us near the end of 2018. OCCDA submitted an action plan addressing identified areas. Per the report from DCYF, “Please note that given the depths of this monitoring process, DCYF/ECEAP anticipates each full monitoring visit to result in identified areas of non-compliance.”

OCCDA’s Rural Home Visiting Program underwent a fiscal monitoring and received the results on May 10, 2019, indicating, “We identified no exceptions during our review.” The program also received a Site Monitoring on May 20, 2019. Two deficiencies were identified 1) “Records retention. Policies/procedures lacked specific verbiage to retain records in an easily-read form sufficient to account for all receipts and expenditures for at least 6 years.” 2) “Acknowledges funding on publications and press releases. Program is MIECHV-funded, but HRSA is not reflected on pamphlet. DCYF is also not reflected on pamphlet; instead only the Thrive and Parents as Teachers logos are included.”

Seventy five percent of OCCDA’s annual budget is spent on employee salaries, fringe, benefits, and professional development. Qualified employees ensure quality direct services to the children and families we serve.

Funding Received

Totals by fund Source	2018	2019
Health and Human Services (Head Start and Early Head Start)	\$ 2,937,266.00	\$4,571,556.00
Washington State Department of Early Learning (Early Childhood Education and Assistance Program)	\$ 365,237.00	\$ 387,139.00
Washington State Department of Early Learning (Rural Home Visiting/MIECHV)	\$ 201,458.00	\$ 201,458.00
United States Department of Agriculture	\$ 89,500.00	\$ 98,000.00
Total Funding Received	\$ 3,593,461.00	\$ 5,258,153.00

Financial Statement

Okanogan County Child Development Association
 STATEMENT OF FUNCTIONAL EXPENSES
 For the Year Ended December 31, 2018

	Program services					General & Administrative	Total
	Head Start	ECEAP	RHV	Other	Total		
Salaries [Note 12]	\$ 1,479,938	\$ 220,928	\$ 115,386	\$ 15,607	\$ 1,831,859	\$ 300,402	\$ 2,132,261
Occupancy [Notes 8 and 11]	433,045	20,308	5,892	371	459,616	18,987	478,603
Payroll taxes and fringe benefits [Note 13]	343,584	47,985	30,645	-	422,214	61,832	484,046
Supplies	100,295	17,269	3,210	69	120,843	12,728	133,571
Child travel	96,129	13,947	221	-	110,297	5,026	115,323
Staff development	71,777	5,118	10,747	3,619	91,261	8,980	100,241
Nutrition	5,053	160	82	89,820	95,115	107	95,222
Services	17,850	2,186	3,136	1,487	24,659	15,697	40,356
Contracted services	11,214	2,435	305	-	13,954	18,895	32,849
Staff travel	626	205	6,093	69	6,993	1,149	8,142
Parent activities	4,279	1,130	295	39	5,743	-	5,743
Equipment	-	-	-	-	-	-	-
Miscellaneous	-	-	-	30	30	-	30
Total expenses	2,563,790	331,671	176,012	111,111	3,182,584	443,803	3,626,387
General and Administrative Allocated to Programs	365,887	49,764	28,152	-	443,803	(443,803)	-
	<u>\$ 2,929,677</u>	<u>\$ 381,435</u>	<u>\$ 204,164</u>	<u>\$ 111,111</u>	<u>\$ 3,626,387</u>	<u>\$ -</u>	<u>\$ 3,626,387</u>

2019 Budget

	Head Start	ECEAP	RHV	Other	Total
Salaries	\$2,481,323	\$263,000	\$132,206	\$16,000	\$2,892,529
Payroll taxes & Fringe	\$621,981	\$61,924	\$38,634		\$722,539
Occupancy	\$446,554	\$19,598	\$7,200		\$473,352
Supplies	\$148,279	\$9,817	\$4,243		\$162,336
Child Travel	\$130,675	\$13,200			\$143,875
Nutrition	\$9,416	\$400	\$200	\$82,000	\$92,016
Staff Development	\$67,371	\$3,200	\$4,400		\$74,971
Equipment	\$555,004				\$555,004
Services	\$46,776	\$7,600	\$3,150		\$57,526
Contracted Services	\$43,260	\$6,100	\$2,000		\$51,360
Parent Activities	\$10,667	\$1,950			\$12,617
Staff Travel	\$9,000	\$100	\$9,425		\$18,525
Miscellaneous	\$1,250	\$250			\$1,500
Total Expenses	\$4,571,556	\$378,139	\$201,458	\$98,000	\$5,258,153

PRE-SCHOOL PROGRAMS

OCCDA provides pre-school programs for children ages three to five through Head Start and the Early Childhood Education Assistance Program. OCCDA provides transportation or partners with local school districts to provide transportation to all children being served in pre-school programs.

Head Start at a Glance

Characteristics of families served:

- 71% of families served had income below 100% of the federal poverty line
- 36.4% of families identified Spanish as the primary language of the home
- 18.8% of families were not employed
- 9.1% of enrolled children were determined to be eligible to receive special education services
- 33.7% of families received food assistance
- 27% of parents/guardians have obtained less than a high school diploma

Results:

- 164 children enrolled
- 22% of families completed a grade level in school toward high school graduation
- 24% parents or guardians completed high school or were awarded a GED during the program year
- 72.3% of children exiting left the program to transition to kindergarten
- 24% of families received family services, such as ESL training, health education, or parenting education

ECEAP at a Glance

Characteristics of Families Served:

- 56.9% of families served had income below 100% federal poverty line
- 39.2 % of families identified Spanish as the primary language of the home
- 52.9% of parents/guardians have obtained less than a high school diploma
- 15.7% of parents/guardians have completed sixth grade or less

Results:

- 51 Children enrolled
- 94 Family Goals established
- 2.98 average family support visits per child

PRE-NATAL TO THREE PROGRAMS

Both the Early Head Start and Rural Home Visiting Programs (MIECHV funding through the Washington State Department of Children, Youth, and Families) provide home-based home visiting programs to expectant parents and children ages birth to three. The programs use the same curriculum, Parents as Teachers, which is an evidence-based curriculum designed to provide parents with child development knowledge and parenting support, provide early detection of developmental delays and health issues, prevent child abuse and neglect, and increase children's school readiness. Frequency and length of home visits depends on the program that children are accepted in and the needs of the child and family.

Early Head Start also offers a program combining home visiting with two days of classroom time during the designated school year. This program is offered in Brewster, Omak, Oroville, and Tonasket Centers. In addition to offering the Parents as Teachers model, this program uses Creative Curriculum for Infants, Toddlers, and Twos in the classroom.

Rural Home Visiting at a glance

This project is funded through the US Department of Health and Human Services, Health Services and Resources Administration grant X10MC31177.

Characteristics of families served:

- 47.7% spoke Spanish as the primary language of the home
- 43% of parents/guardians had less than a high school diploma

Results:

- 41 families served
- 455 home visits
- 87.8% of families linked to community resources

Early Head Start at a Glance

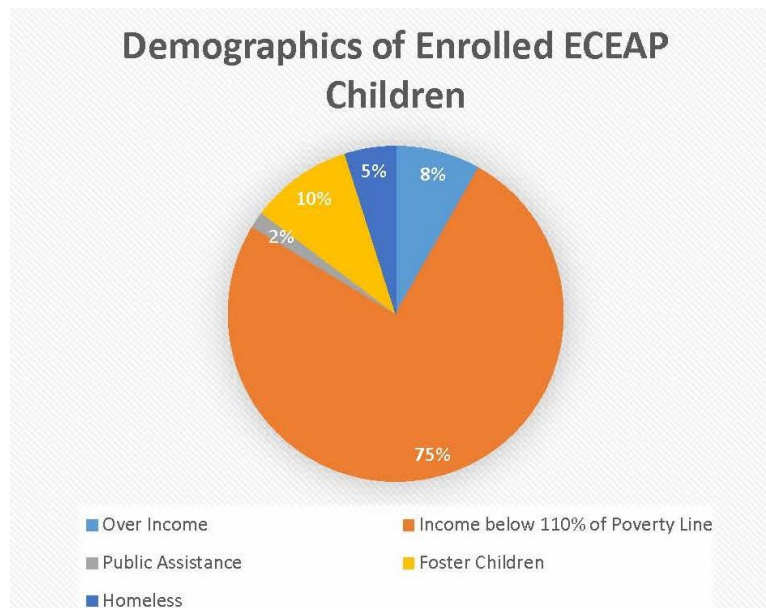
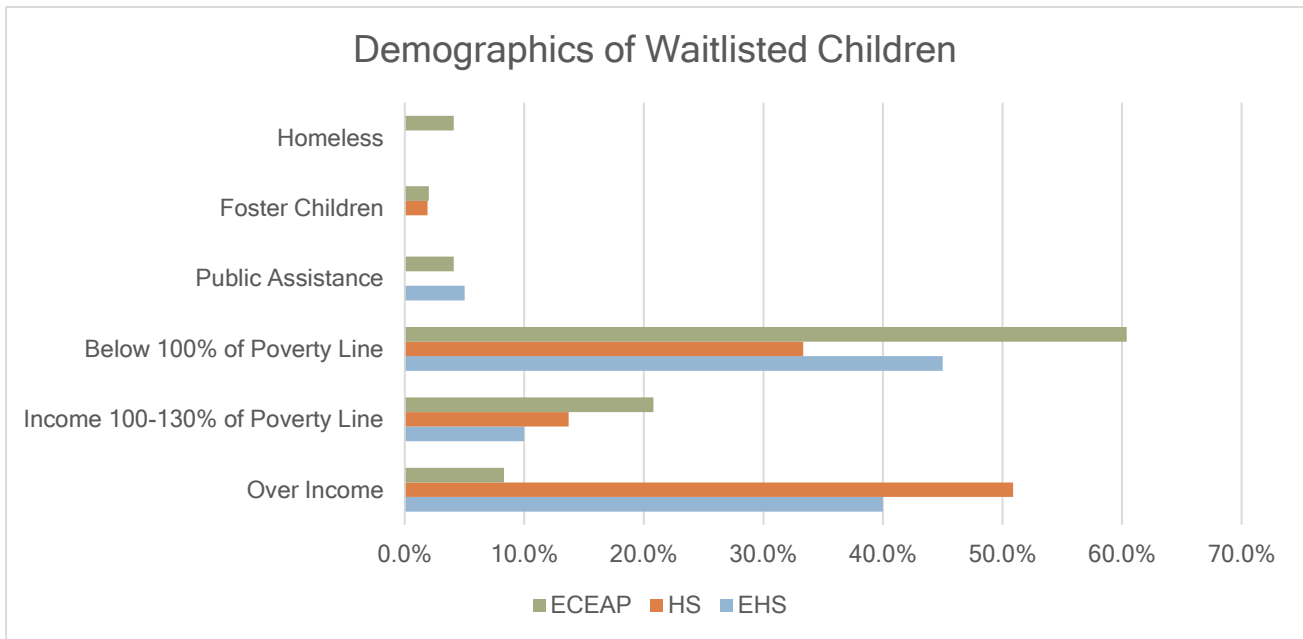
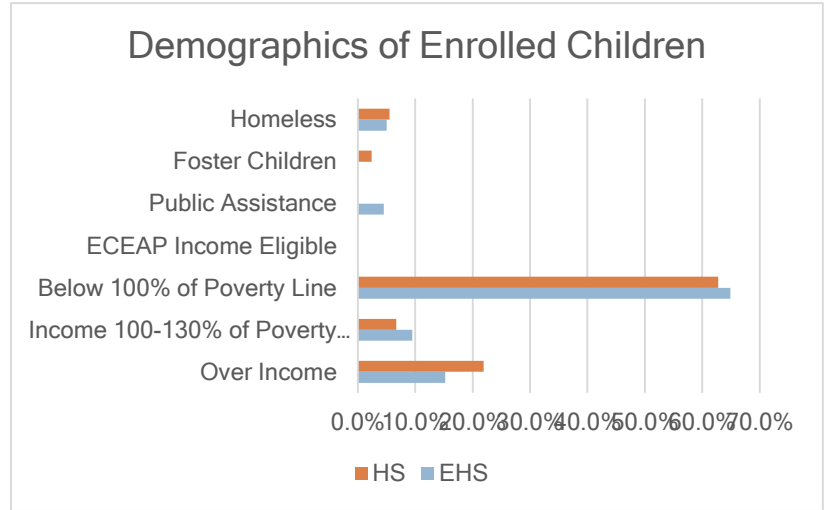
Characteristics of families served:

- 75% of enrolled children and pregnant women are considered in poverty with income below 100% of the poverty line
- 58.8% of families reported Spanish as the primary language of the home
- 14.6 % of children served received early intervention services under the Individuals with Disabilities Education Act (IDEA)
- 23.6 % of families received food benefits during the year
- 36% of families report the highest level of education obtained by parents as less than a high school diploma
- 26.4% of families were not employed

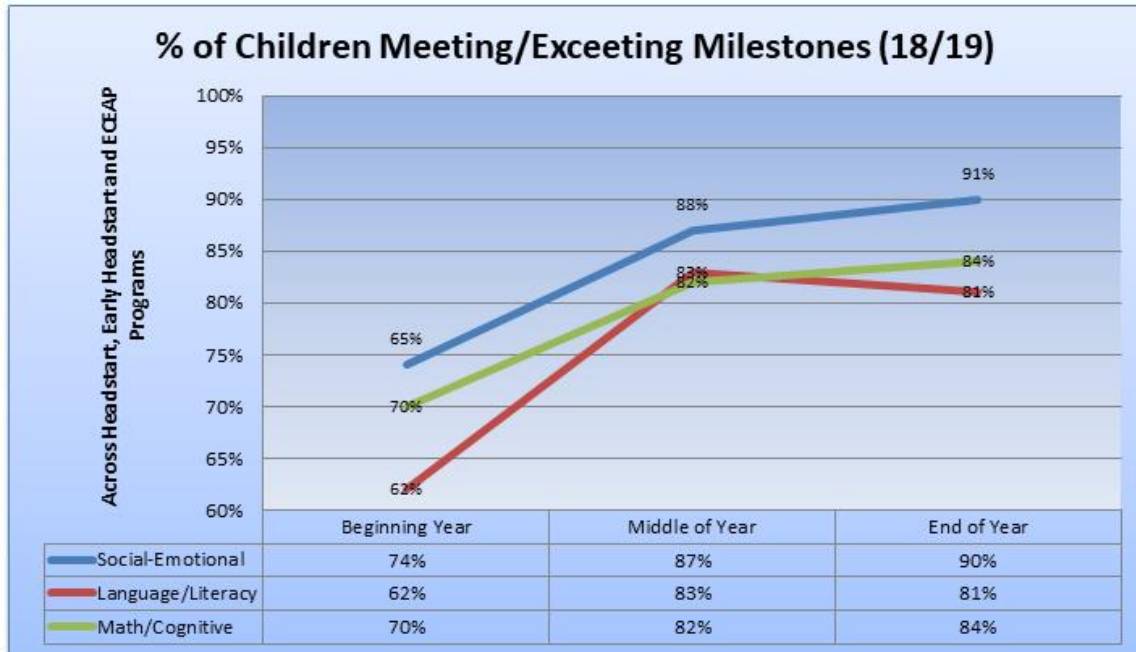
Results:

- 136 families served
- 2,256 home visits
- 50% of children who aged out, entered the Head Start program
- 57% of pregnant women served prior to birth enrolled their children in Early Head Start
- 15.9% of families had one parent receive their GED or high school diploma this program year
- 45.9% of families received parenting education
- 22.3% of families received emergency or crisis intervention services
- 43.9% of families received health education

DEMOGRAPHICS



CHILDREN AND FAMILY SERVICES



Parent Activities

- 54 Parent Activities Offered
- 102 Parents attended at least one event

What are Parent Activities?

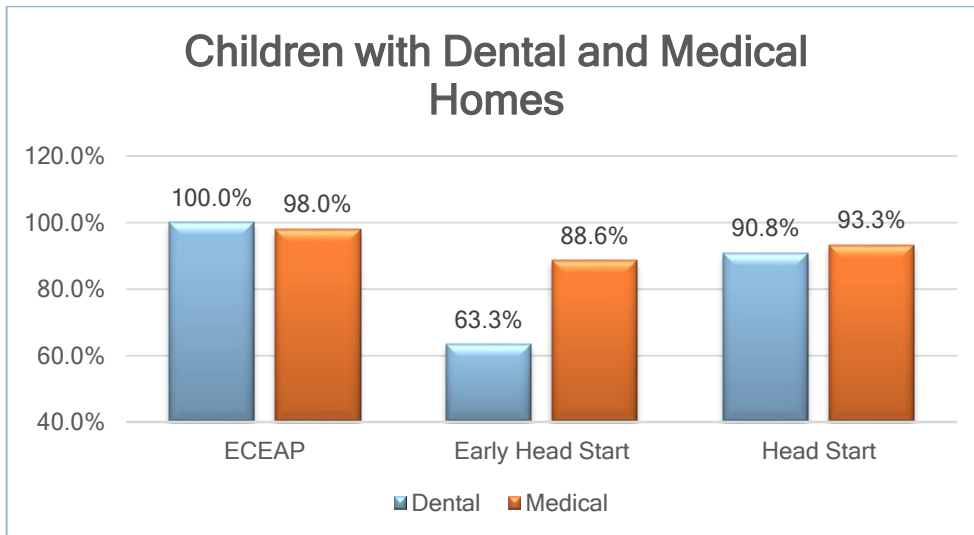
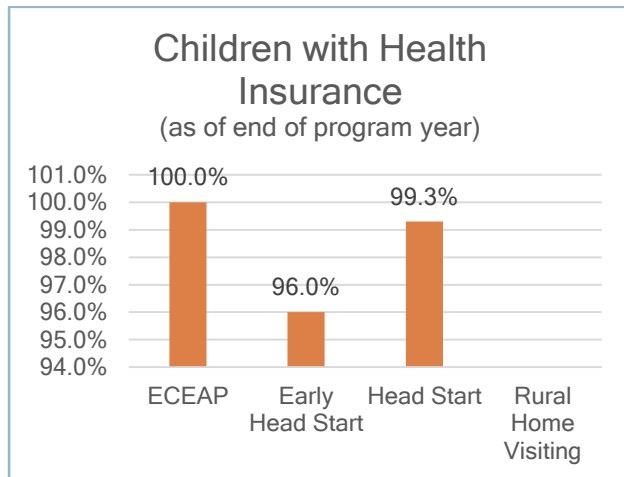
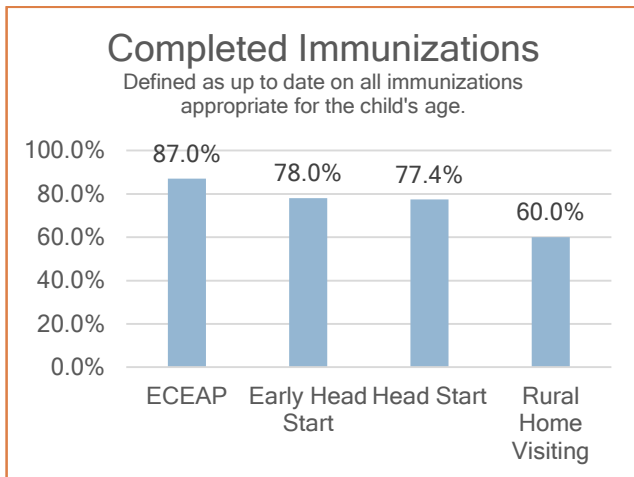
We value opportunities to build relationships with families and provide families an opportunity to connect with one another. Our parent activities provide opportunities for families to build relationships with their children, gain new skills, and learn about community resources. Activities vary by community and parent preference, but have included the following:

- Positive Interactions
- Budget Planning
- First Aid and CPR
- Stress Management
- Transitions and Routines
- Child Development
- Conscious Discipline
- Car Seat Safety
- Physical Activity
- Literacy Night
- Math Night
- Summer Safety
- Immigration and Citizenship
- Mommy and Me Yoga
- Nutrition Classes
- Water Safety
- Gardening
- Math Night
- Library
- Community Resources
- Mental Health
- Safety
- Know your rights
- What to do when your child gets sick

HEALTH AND NUTRITION SERVICES

OCCDA assists families to obtain medical and dental care, attend appointments, and advocate for themselves and their children. OCCDA provides education to families regarding wellness and prevention and contracts with a nurse consultant, nutrition consultant, and mental health consultants to provide additional services to children and families.

OCCDA partners with local providers, including Family Health Centers and Women, Infants, and Children (WIC) programs to benefit families. These partnerships have enabled OCCDA to partner on dental screening for children and lead testing. OCCDA also has a Health Services Advisory Committee made up of local professional and community representatives that provide guidance and oversight for Health and Nutrition needs.



Children who have dental and medical homes have continuous access to necessary dental and medical care.

LEADERSHIP AND GOVERNANCE

Leadership

Jodi DeCesari, Executive Director
Jackie Pryor, Fiscal/HR Director
Vicki Good, Program Director



Governance

Board of Directors

Sue Root, Chair
Shannon Mendoza, Vice Chair
Lynell Morrison-Nelson, Secretary/Treasurer
Orlando Gonzalez, Member
Veronica Carrillo, Member

Policy Council

Tina Thompson, Vice Chair
Jessica Moore, Secretary/Treasurer
Yesenia Camacho, Member
Amanda Sanchez, Member
Guadalupe Mosqueda, Member

OCCDA NEEDS YOU

OCCDA is always seeking volunteers. Volunteers can serve many roles, including as a member of the Board of Directors, working directly with children in the classroom, participating on an advisory committee, or assisting the main office or centers with administrative tasks. Please call Julie Hurlbert, HR Manager at (509) 826-2466 to learn more.



Head Start is a registered trademark of HHS



Parents as Teachers



Washington State Department of
CHILDREN, YOUTH & FAMILIES