



# ANNUAL REPORT

2019-2020



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## IMPORTANT ABBREVIATIONS

HS - Head Start EHS - Early Head Start RHV - Rural Home Visiting  
ECEAP - Early Childhood Education and Assistance Program

## MISSION STATEMENT

*We assist eligible pregnant women, children, and families achieve lifelong learning*



# "FROM OUR EXECUTIVE DIRECTOR"

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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 ten 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. This also resulted in the addition of a new facility in Oroville to house the Early Head Start program. This expansion 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 of 2019. This program provides a free, quality, age appropriate book every month to enrolled children ages birth to five living in Okanogan County and Bridgeport. During this program year, \$19,794.76 in donations allowed the program to serve 1022 children.

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OCCDA provided services to 1,425 children and families during the 2019-2020 program year. Of those, 403 were enrolled in our early learning programs. 64% transitioned to kindergarten or to another early learning program.

Over the course of the last year and with our expansion, OCCDA has grown to 112 employees. For the third consecutive year, we hosted our summer interns. Our summer intern program is a competitive paid program providing summer internship opportunities for high school juniors and seniors and college students. We continue to look at ways to build interest in Early Learning careers and recruit qualified staff.

This year, our programs were significantly impacted by the COVID-19 pandemic. As the Governor ordered schools closed, we were given the go ahead by Okanogan County Public Health to continue to operate and tried to keep some of our centers open. At that time, our decision making was focused on our three priorities.

1. The health and safety of our employees and the children and families we serve.
2. The health and safety of at risk individuals in our communities.
3. Balancing the economic impact on our employees and the families we serve.

Ultimately, all of our centers were closed, largely due to lack of available staffing. We took that time to intentionally develop virtual services for all enrolled children and families and to intentionally plan for safe re-openings at each of our centers. This included ensuring we were following state and local guidelines and recommendations and ECEAP, Head Start, and Childcare licensing requirements. The ability to secure adequate supplies, including personal protective equipment, disinfectants, and new classroom supplies played a role in re-open timelines. Other considerations included local case counts and staffing. As we move into the 2020 program year, our centers will be gradually re-opening. Families will be able to choose to continue the option of virtual services if their center is operating in person services. We have also invested in new platforms to expand and improve upon virtual services. We are working to ensure ALL families have access to needed technology. And, we are preparing to provide remote meals in areas that are otherwise unserved.

While we can't wait to see all of you in class, we want to be sure we continue to do everything we can to keep our employees, children and families we serve, and our communities safe. We also want to be sure we are offering options, so families can choose what the best method of service is for their family.

**Jodi DeCesari**  
Executive Director

# OCCDA 2019-2020 AT A GLANCE

- 1,865 Home visits completed.
- 489 Rural Home visits completed.
- 6,732 Classroom hours provided through 14 classrooms.
- 404 Children and their families served.
- 1,022 Children enrolled in Dolly Parton's Imagination Library Program.
- 102 Children transitioned to another early learning program or Kindergarten.
- 112 Employees, 32% of which are current or former program parents.
- 350 Program volunteers

## WHAT SERVICES ARE PROVIDED IN YOUR COMMUNITY?

Location:	Head Start:	Early Head Start:	Rural Home Visiting:	ECEAP:
Brewster	✓	✓	✓	
Bridgeport		✓		
Methow Valley	✓	✓		
Okanogan	✓	✓	✓	
Omak	✓	✓	✓	
Oroville	✓	✓	✓	✓
Tonasket	✓	✓	✓	✓

### FULL DAY CLASSROOM PROGRAMS ARE PROVIDED IN THE FOLLOWING PROGRAMS:

Methow Valley Head Start  
Brewster Early Head Start  
Omak Early Head Start  
Omak Head Start  
Oroville Early Head Start  
Oroville Head Start

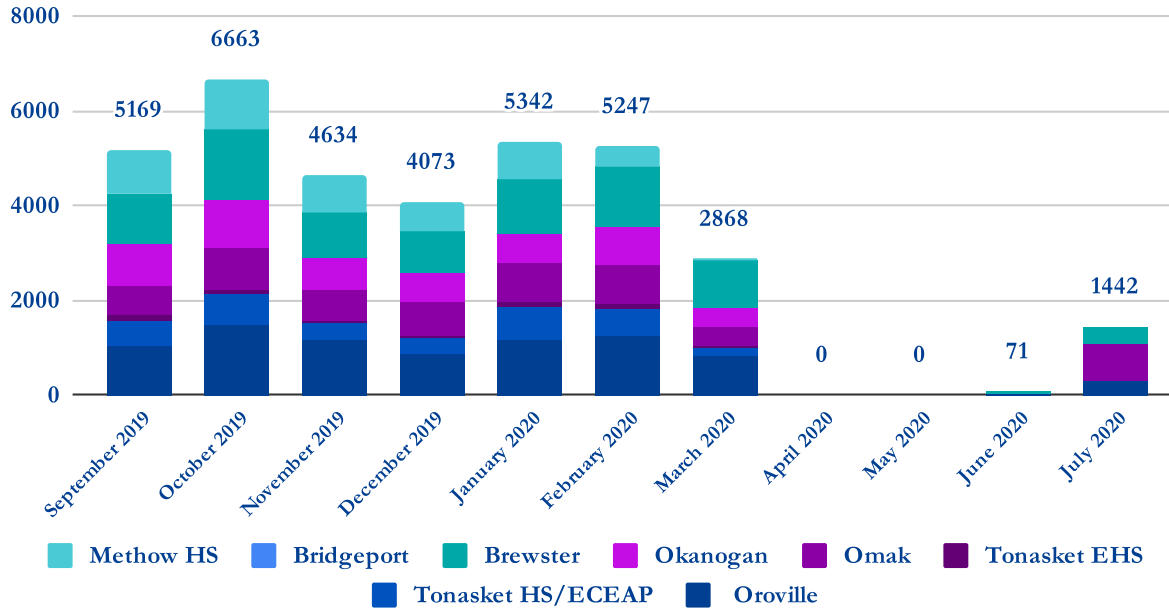
### TRANSPORTATION:

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.

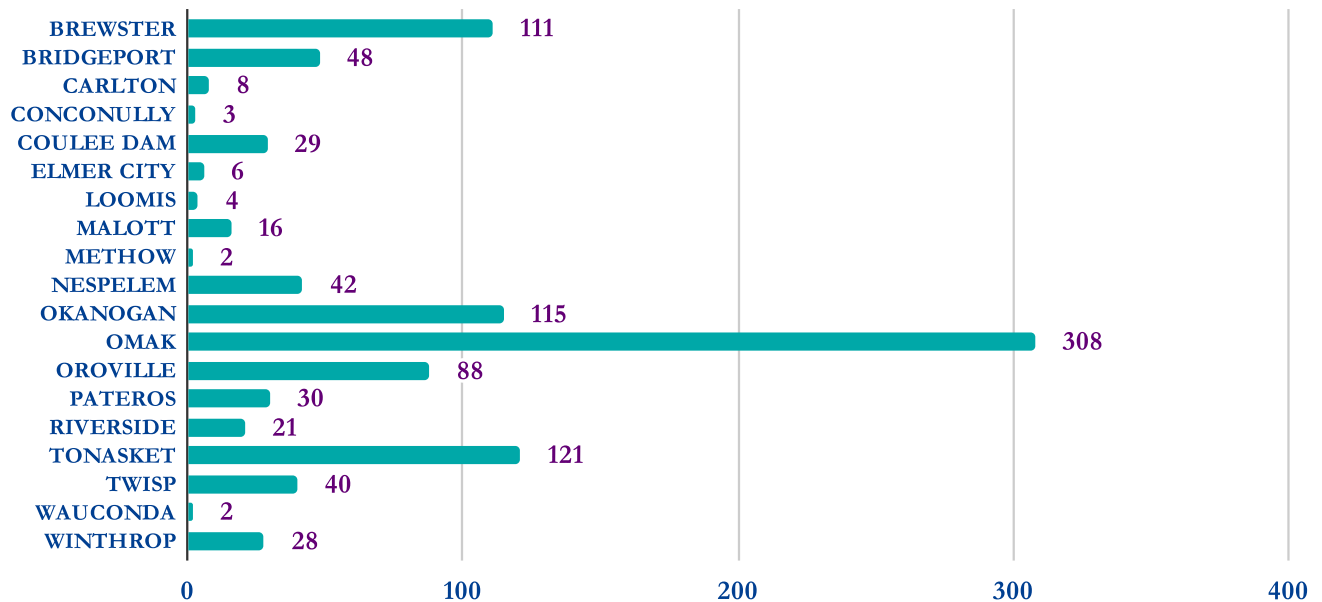
## Total Meals Served Each Month By Location



Meals were not served/distributed April 2020 or May 2020.

## Dolly Parton's Imagination Library Program

### Children Served by Community



### A BIG THANKS TO THE 2020 IMAGINATION LIBRARY MAJOR DONORS

Community Foundation of NCW (Helping Hands Grant)

North Central Accountable Community of Health

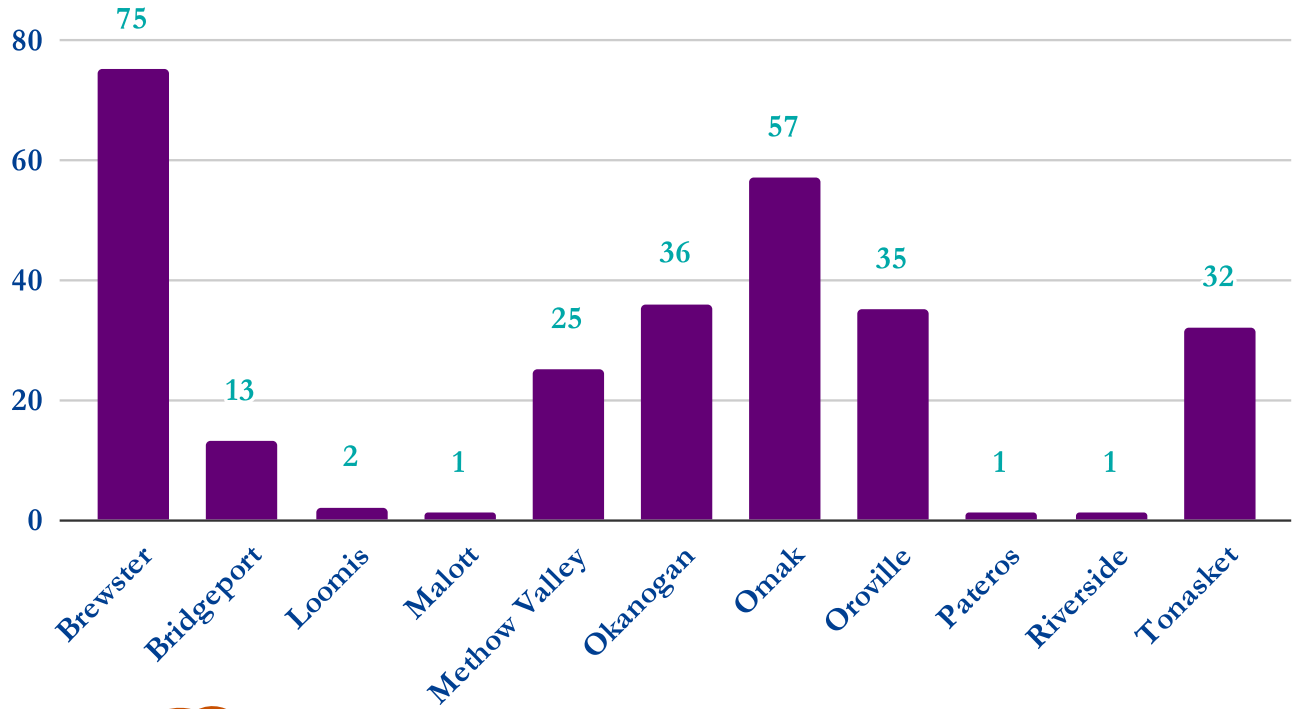
Lee & Sue Root

Confluence Health

Caso's

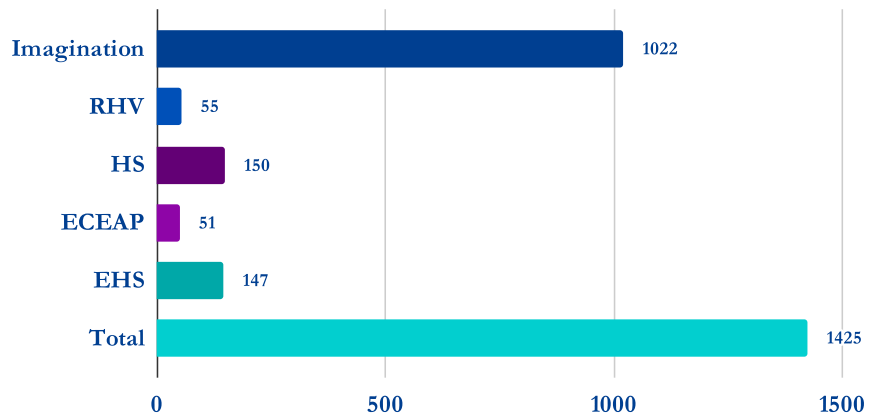
and many anonymous community donors.

# Children Served by Home Visiting & Classroom



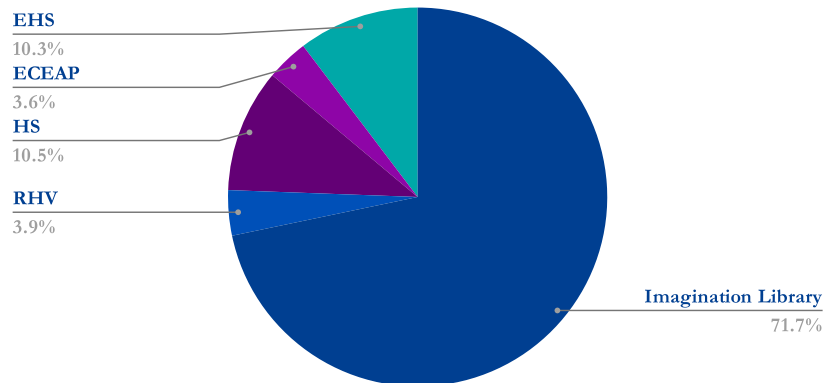
## Total Children Served

2019-2020



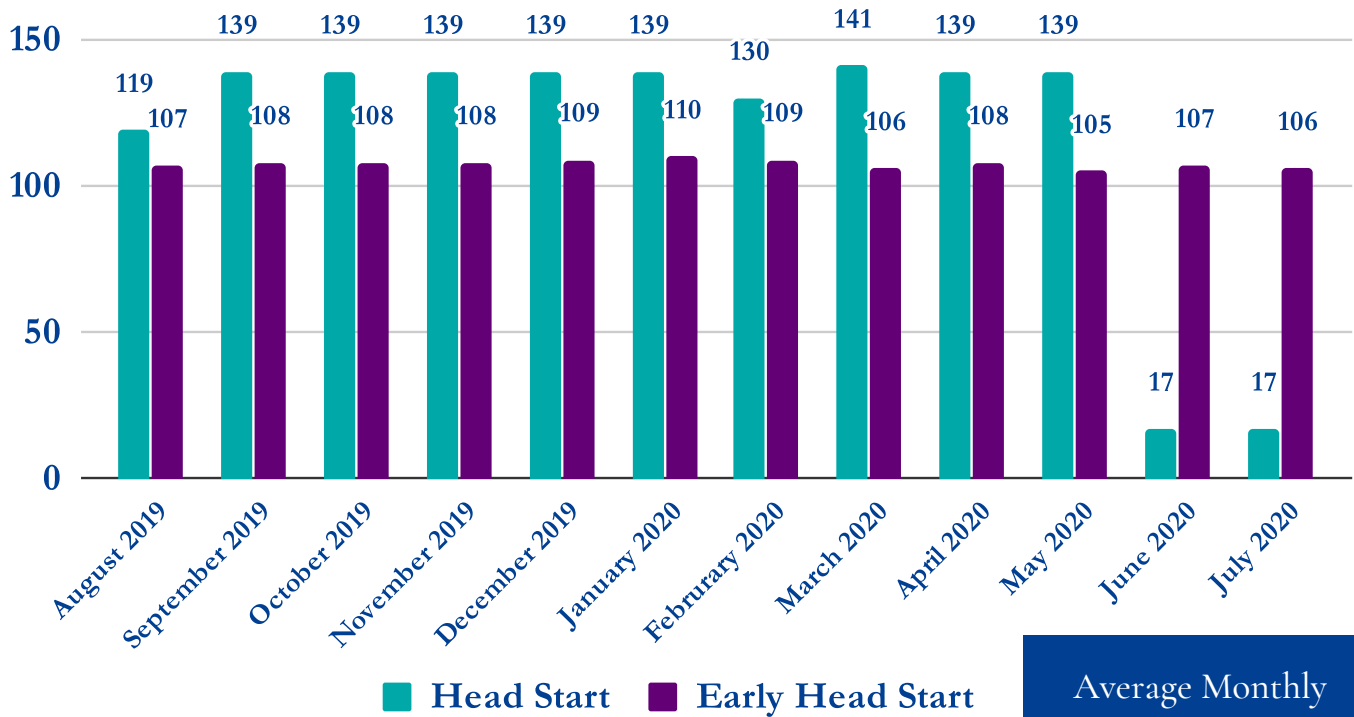
## Children Served by Program

2019-2020



# ENROLLMENT

## Head Start and Early Head Start Enrollment by Month

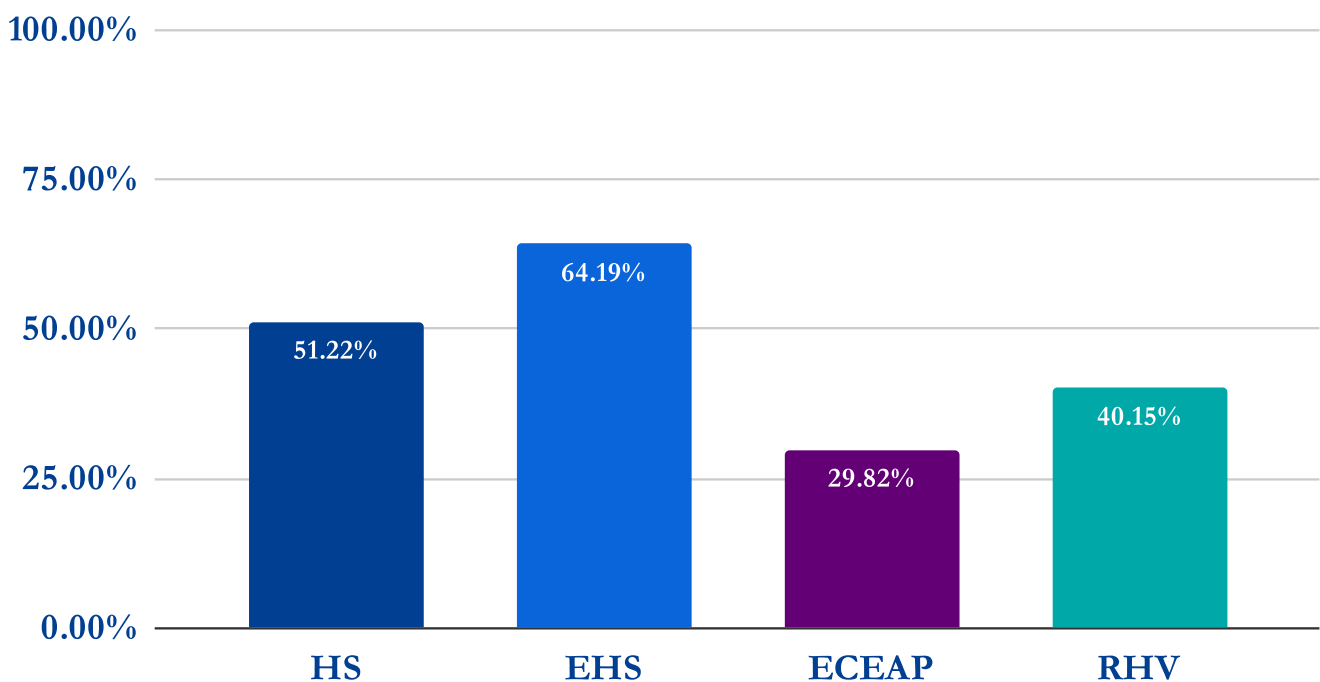


Numbers for March 2020 - July 2020 are affected by the COVID-19 Pandemic.

HS enrollment percentages are impacted by part day programs that do not operate in summer months and therefore have no enrollment in the summer.

Average Monthly Enrollment as a % of Funded Slots  
 HS - 83.7%  
 EHS - 99.6%

## Percentage of Eligible Children Served





# FINANCIAL

## FINANCIAL AUDIT & PROGRAM REVIEWS

OCCDA contracts out annually for an independent financial audit. The financial audit for year-end December 2019 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, 2019 and 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."

The Department of Children, Youth, and Families performed a fiscal review of our Home Visiting (Rural Home Visiting) and ECEAP contracts for the period of July 1, 2018 through June 30, 2019. OCCDA was notified of the results in a letter dated June 23, 2020, which stated "We identified no exceptions during our review."

The Department of Children, Youth and Families (DCYF) performed a virtual site monitoring of our Home Visiting Contract (Rural Home Visiting Program) on April 16, 2020. As of this writing, the results of this site monitoring have not been received.

## FUNDING RECEIVED

Totals by fund Source	2019	2020
Health and Human Services (Head Start and Early Head Start)	\$ 4,571,556.00	\$ 4,487,288.00
Washington State Department of Early Learning (Early Childhood Education and Assistance Program)	\$ 387,139.00	\$ 387,139.00
Washington State Department of Early Learning (Rural Home Visiting/MIECHV)	\$ 201,458.00	\$ 205,058.00
United States Department of Agriculture	\$ 98,000.00	\$ 104,000.00
Total Funding Received	\$ 5,258,153.00	\$ 5,183,485.00

2020 funds awarded or projected to be received in Fiscal Year 2020.

Reimbursement for meals is estimated.

# FINANCIAL STATEMENT

Okanogan County Child Development Association  
STATEMENT OF FUNCTIONAL EXPENSES  
For the Year Ended December 31, 2019

	Program services					General &	
	Head Start	ECEAP	RHV	Other	Total	Administrative	Total
Salaries [Note 12]	\$ 1,817,354	\$ 218,188	\$ 113,423	\$ 11,874	\$ 2,160,839	\$ 355,004	\$ 2,515,843
Equipment	536,650	-	-	-	536,650	-	536,650
Payroll taxes and fringe benefits [Note 13]	389,246	45,623	29,899	181	464,949	62,915	527,864
Occupancy [Notes 8 and 11]	464,697	22,377	8,024	-	495,098	27,562	522,660
Supplies	385,758	21,270	5,793	8,903	421,724	24,912	446,636
Child travel	171,060	15,054	639	-	186,753	7,572	194,325
Contracted services	72,388	5,376	72	-	77,836	32,453	110,289
Staff development	79,521	5,895	3,400	4,184	93,000	16,210	109,210
Nutrition	2,649	246	108	97,639	100,642	82	100,724
Services	25,382	2,465	4,187	10,291	42,325	19,528	61,853
Staff travel	12,687	756	2,902	-	16,345	4,724	21,069
Parent activities	10,270	1,033	595	30	11,928	-	11,928
Miscellaneous	-	-	-	-	-	-	-
Total expenses	3,967,662	338,283	169,042	133,102	4,608,089	550,962	5,159,051
General and Administrative Allocated to Programs	468,737	60,643	21,582	-	550,962	(550,962)	-
Total expenses	\$ 4,436,399	\$ 398,926	\$ 190,624	\$ 133,102	\$ 5,159,051	\$ -	\$ 5,159,051

## 2020 BUDGET

	Head Start	ECEAP	RHV	Other	Total
Salaries	2,792,246	268,000	137,004	8,000	3,205,250
Payroll taxes & Fringe	727,813	50,600	36,484		814,897
Occupancy	321,442	20,594	7,600		349,636
Supplies	89,800	11,650	6,362		107,812
Child Travel	153,200	16,180			169,380
Nutrition	10,750	165	200	96,000	107,115
Staff Development	64,026	2,000	5,708		71,734
Equipment	15,000				15,000
Services	51,200	7,600	400		59,200
Contracted Services	82,350	8,600	4,500		95,450
Parent Activities	18,200	1,000	1,500		20,700
Staff Travel	12,988	500	4,500		17,988
Miscellaneous/Other	148,273	250	800		149,323
Total Expenses	4,487,288	387,139	205,058	104,000	5,183,485

# PRE-SCHOOL PROGRAMS

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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 (Tonasket and Methow Valley) to provide transportation to all children being served in pre-school programs.

## ECEAP AT A GLANCE

### CHARACTERISTICS OF FAMILIES SERVED:

- 74.5% of families served had income below 100% federal poverty line.
- 47.1% of families identified Spanish as the primary language of the home.
- 66.7% 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 (cumulative for 19/20)
- 44 Family Goals established (86%)
- 7.81 average family support visits per child (Increased due to COVID-19)



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# HEAD START AT A GLANCE

## CHARACTERISTICS OF FAMILIES SERVED:

- 60% of families served had income below 100% of the federal poverty line.
- 37% of families identified Spanish as the primary language of the home.
- 13% of families were not employed.
- 10% of enrolled children were determined to be eligible to receive special education services.
- 23% of families received food assistance.
- 25% of parents/guardians have obtained less than a high school diploma.

## RESULTS:



- 150 children enrolled.
- 9% of families completed a grade level in school toward high school graduation.
- 9% parents or guardians completed high school or were awarded a GED during the program year.
- 47.62% of children exiting left the program to transition to kindergarten.
- 51% of families received family services, such as ESL training, health education, or parenting education.

# PRENATAL 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. Creative Curriculum for Infants, Toddlers, and Twos is also utilized for both EHS and HS/ECEAP classrooms. Frequency and length of home visits depends on the program that children are accepted in and the needs of the child and family. RHV offers two home visits per month at one hour, if there are more children in the home that are being served or there are children with special needs the visit is an hour and a half. EHS Home Based programs offer weekly visits to families that last an hour and a half.

The Tonasket EHS Center Based program also offers an Early Head Start Combination program combining home visiting with two days of classroom time during the designated school year. 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:

- 31% spoke Spanish as the primary language of the home.
- 39% of parents/guardians had less than a high school diploma.

### RESULTS:

- 55 children served.
- 489 home visits.
- 72% families linked to community resources.



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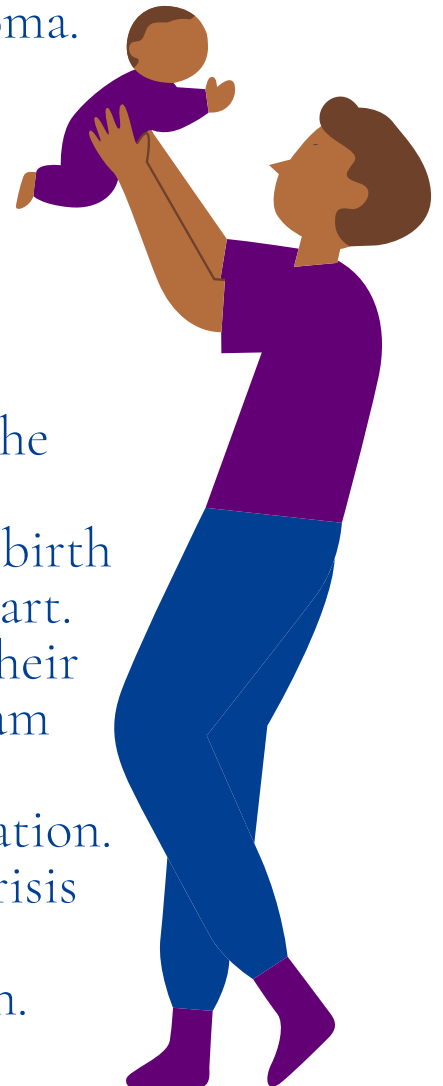
## EARLY HEAD START AT A GLANCE

### CHARACTERISTICS OF FAMILIES SERVED:

- 65% of enrolled children and pregnant women are considered in poverty with income below 100% of the poverty line.
- 43% of families reported Spanish as the primary language of the home.
- 6.45% of children served received early intervention services under the Individuals with Disabilities Education Act (IDEA).
- 27% of families received food benefits during the year.
- 35% of families report the highest level of education obtained by parents as less than a high school diploma.
- 27% of families were not employed.

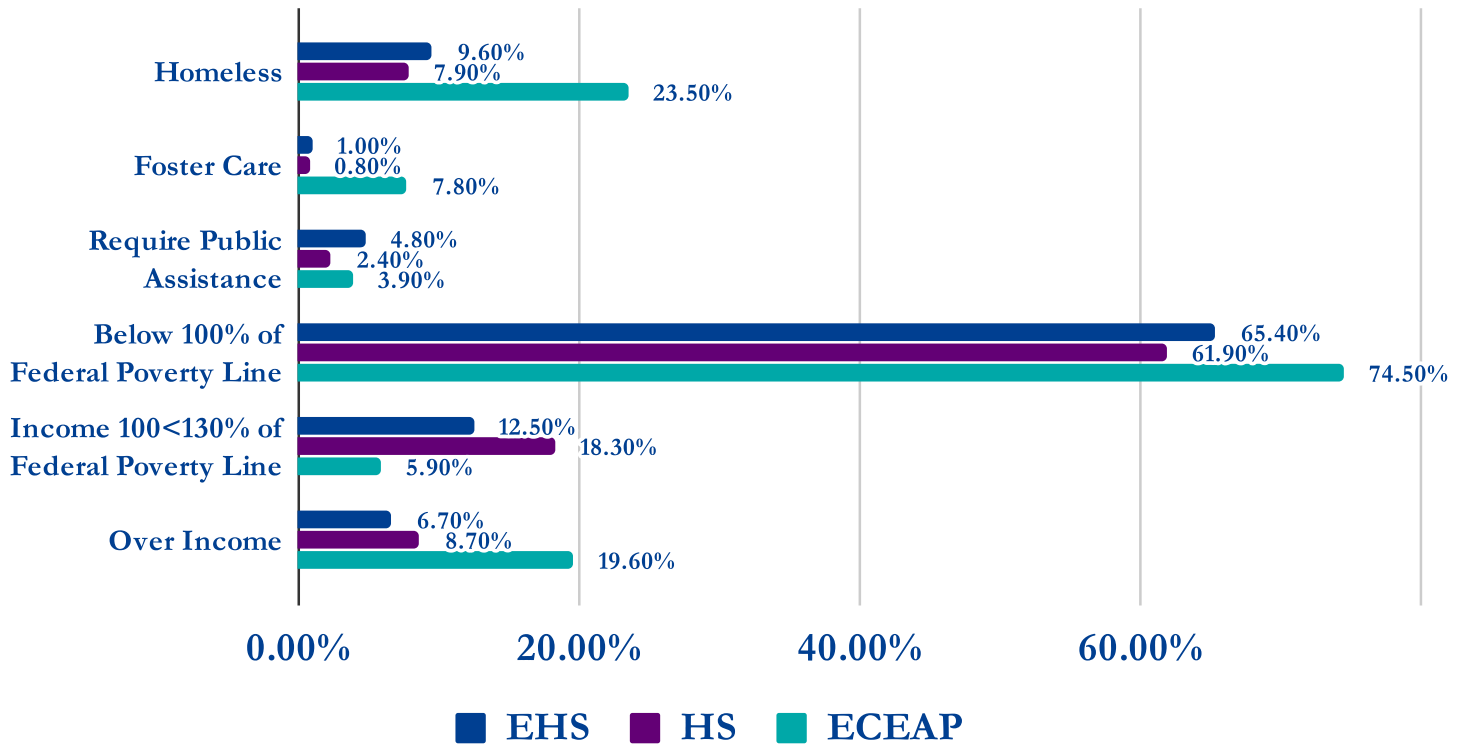
### RESULTS:

- 147 children served.
- 1865 home visits.
- 68% of children who aged out, entered the Head Start program.
- 83% of pregnant women served prior to birth enrolled their children in Early Head Start.
- 20% of families had one parent receive their GED or high school diploma this program year.
- 42% of families received parenting education.
- 24% of families received emergency or crisis intervention services.
- 31% of families received health education.

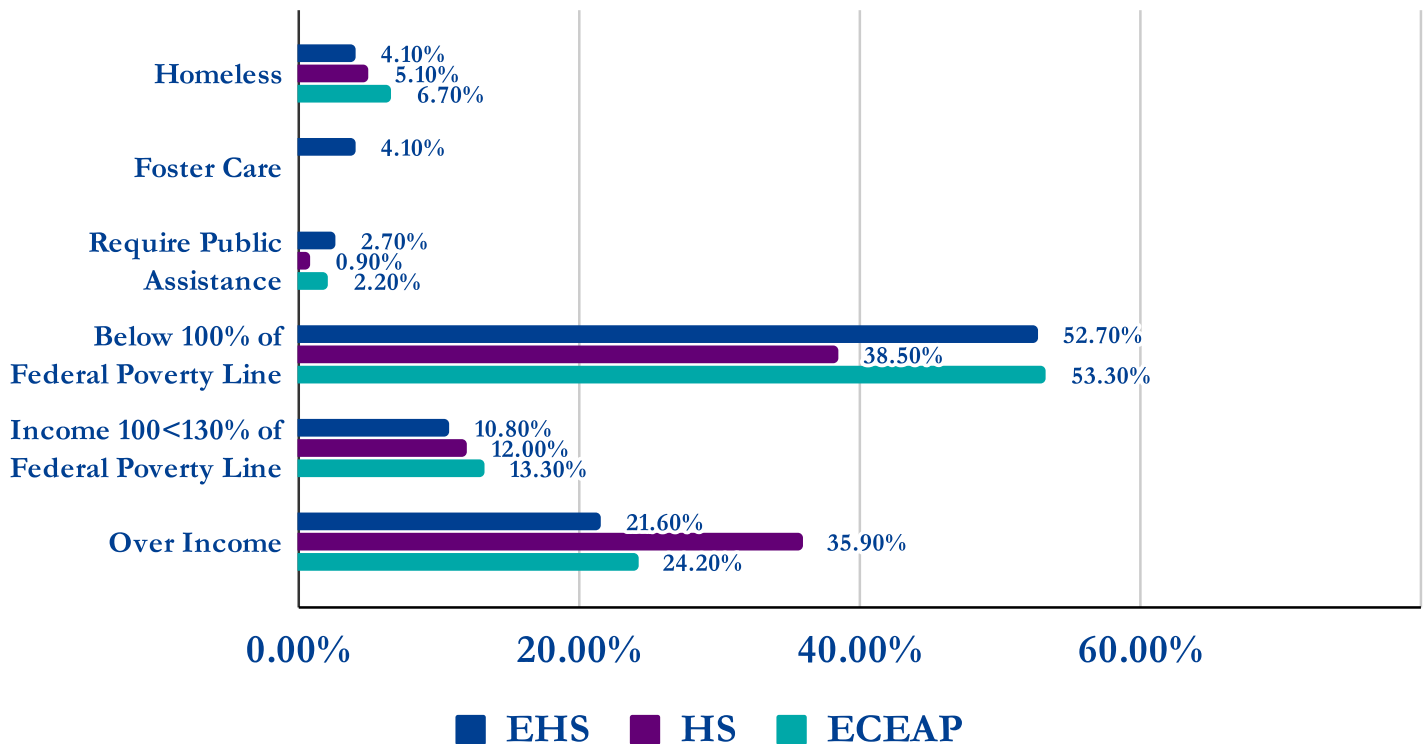


# DEMOGRAPHICS

## Demographics of Enrolled Children



## Demographics of Waitlisted Children





# CHILDREN & FAMILY SERVICES

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## 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:

Family and Me Yoga	Child Development
Virtual Water Safety	Christmas Crafts
Story Time	How to save money
ADD/ADHD Parenting Class	Nutrition
Paint n Play	Car Safety
Conscious Discipline	Valentines Day Mailboxes
An Opps Can Become Amazing Art	Making Valentines Day Cookies
Cultural/Diversity	Managing Emotions
Budgeting/Money Management	Staying Healthy and Washing Hands
Summer Safety	Mental Health



**10**

**RHV Parent Activities  
were offered.**

**25**

**HV Parent Activities  
were offered.**

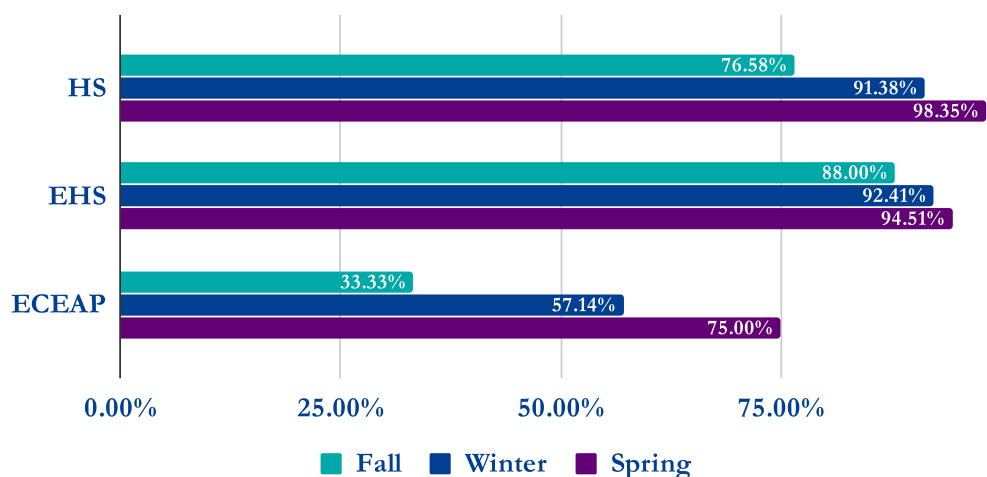
**72**

**Parents attended at least  
one Parent Activity.**



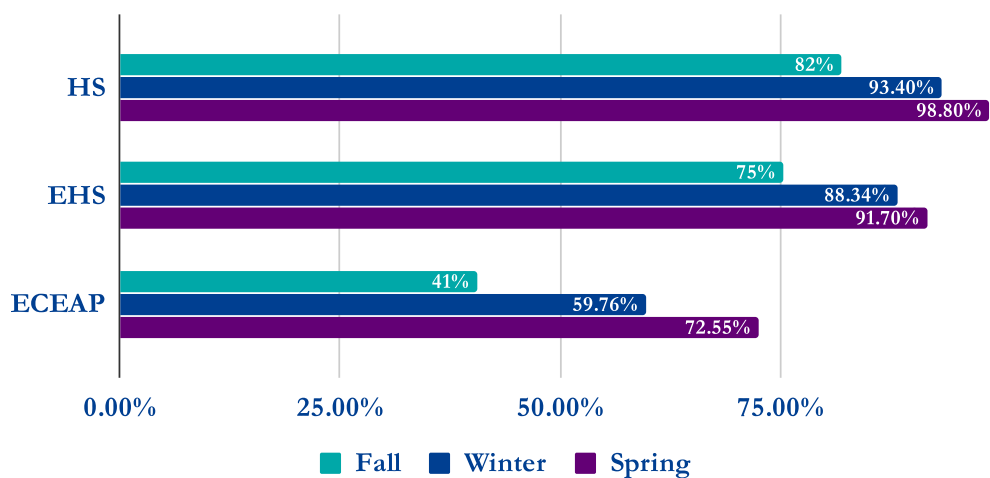
## % of Children Meeting/Exceeding Milestones

### Social/Emotional



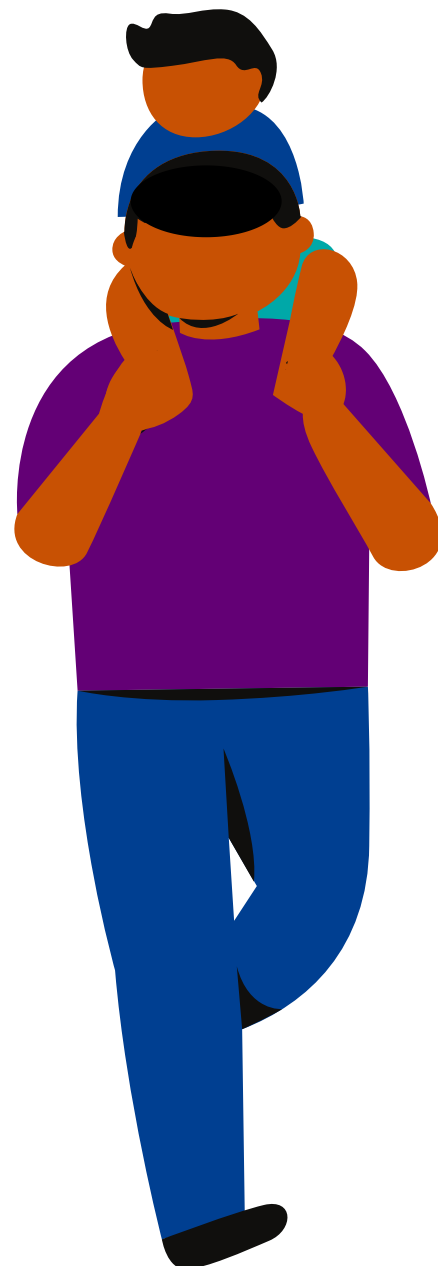
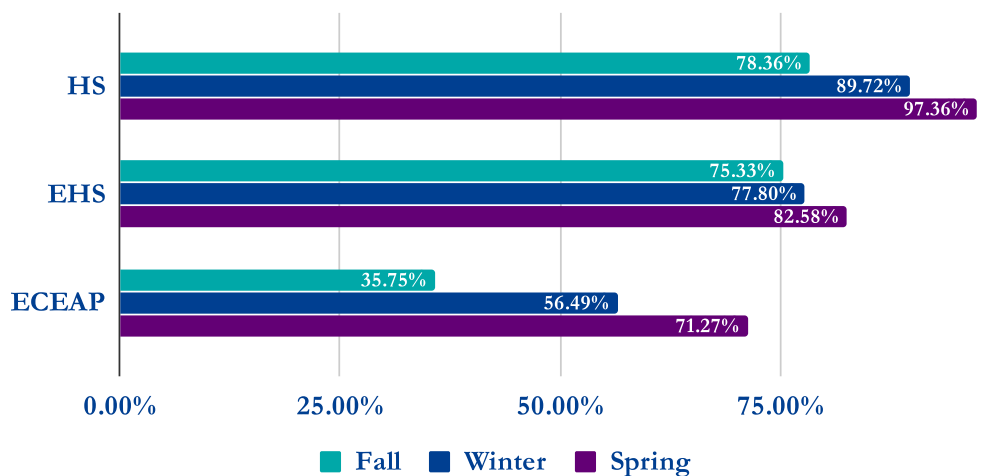
## % of Children Meeting/Exceeding Milestones

### Math/Cognitive



## % of Children Meeting/Exceeding Milestones

### Language/Literacy



# HEALTH & NUTRITION SERVICES

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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, a nutritionist, 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.

## HEALTH SERVICES ADVISORY COMMITTEE

**Lilia Fry**

WIC Director

**Claudia Galvin**

EC/Family Services, North School

**Laura Hernandez**

FHC-Enrollment Supervisor

**Lori Jones**

Director, DOH

**Marilyn Ludden, RN**

North School Nurse

**Shannon Mendoza**

Bright Start Services

**Gwen Monahan**

EC/Family Services, North School

**Brittney Potter**

Dental Hygienist, FHC & Outreach

**Gaelen Ritter**

Nutritionist, WIC

**Sue Root**

OCCDA Board of Directors

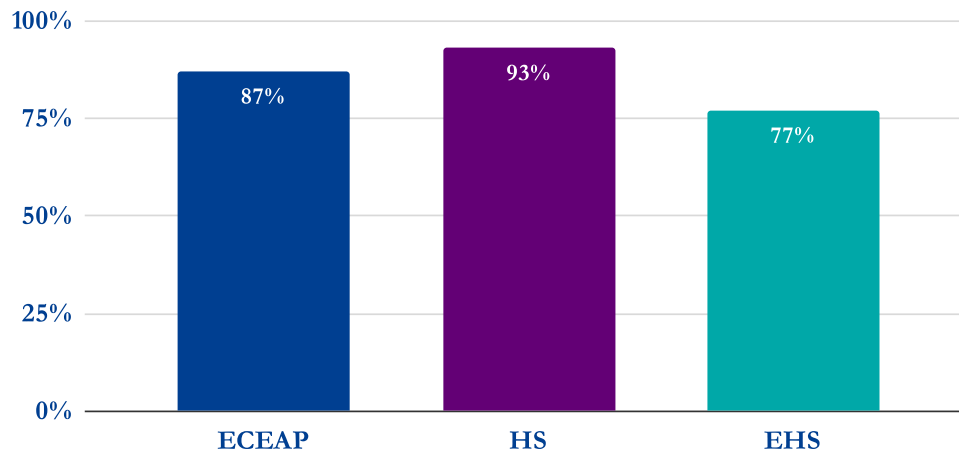
**Crisha Warnstaff, RN**

Child & Family Home Visitor, DOH



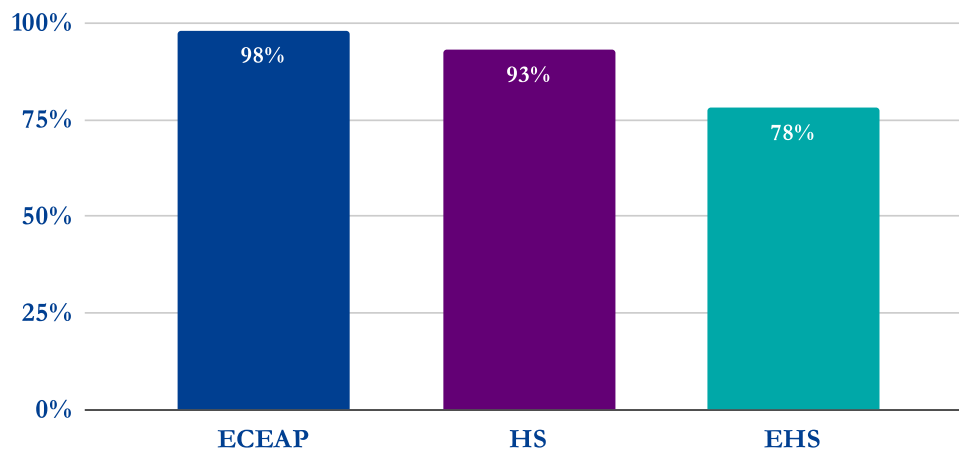
## Completed Immunizations

"Defined as up to date on all immunizations appropriate for the child's age."

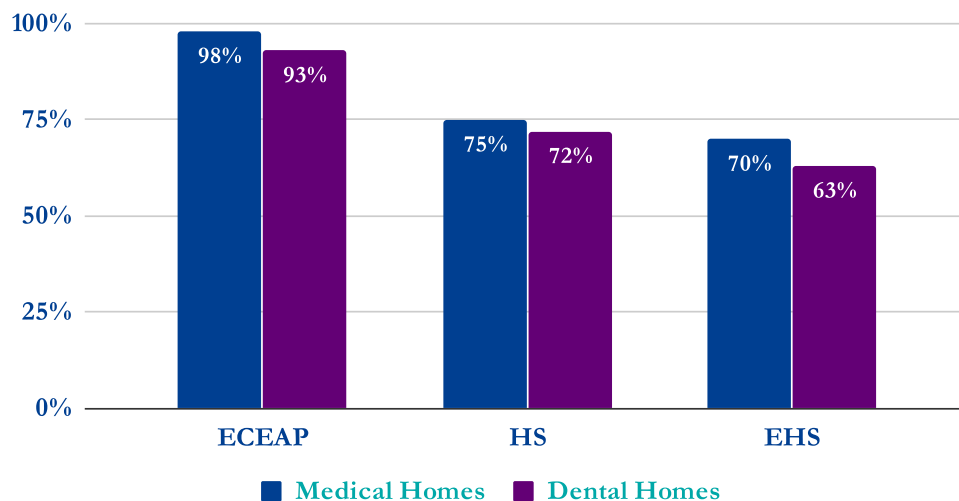


## Children with Health Insurance

As of the End of the Program Year



## Children with Dental & Medical Homes



Reporting Data for the 2019-20 school year is heavily impacted by changes to altered practices and requirements in ECEAP in response to COVID-19. Head Start/Early Head Start announced no Program Reporting for 2019-20, factored by COVID-19.

# COVID-19 PANDEMIC

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## HOW DID PARENT ACTIVITIES CHANGE/OPERATE DURING COVID-19?

Group connections were not held for a few months as we focused on how to deliver home visits and ensure families have access to and were provided with supplies. In June, we had our first Group Connection socialization and it was held through a zoom meeting. Head Start and ECEAP programs were unable to offer virtual parent activities at the beginning of our closure, but we created procedures to offer parent activities virtually beginning June 2020. Our staff offered a parent activity with a focus on providing information about COVID-19. In July, we offered a workshop about summery safety. As our new program year starts, staff will offer monthly virtual workshops/parent activities until able to resume in person opportunities.

## HOW DID HOME VISITS CHANGE DURING COVID-19?

Home visits changed as we were no longer able to go into the homes of the families, Home visits are now done virtually via Zoom, Google Meet, or Facetime. There are options for phone calls, email, or texting if families lack access to technology. Handouts and activities have been provided electronically to families as well as delivered to families' doorsteps with supplies. We have increased our communication and visits during this time and provided increased access to our mental health, nutrition, and health consultants.

## HOW DID CLASSROOMS CHANGE/OPERATE DURING COVID-19?

All classrooms ceased in-person education during the 3rd through 4th quarter of the 19/20 program year with the exception of Oroville EHS opening up for in-person services in Summer 2020. Classrooms re-opening during the COVID-19 Pandemic operate under guidance from the Department of Health, childcare guidance, our fund sources, and the Centers for Disease Control. Classroom size is reduced. Children are encouraged to wear a mask while in class, and required to wear a mask while riding the bus. Classrooms are rearranged to encourage social distancing among children and deter the sharing of toys. Shared activities and toys such as sandboxes, dress-up clothing, and water tables were removed from the classroom. More outdoor time is encouraged for better airflow, and ventilation is increased in the classroom when possible. Activities in the classroom are planned ahead of time to promote social distancing, along with discussions and activities with children to promote understanding of the new guidelines. During the 2020-21 program year, families may choose to remain in virtual services when their center is operating in person services.

# LEADERSHIP & GOVERNANCE

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## LEADERSHIP

Jodi DeCesari Executive Director

Jackie Pryor Fiscal/HR Director

Vicki Good Program Director

## POLICY COUNCIL

Tina Thompson Okanogan HS representative and Chair

Amanda Sanchez Tonasket HS/EC representative and Vice Chair

Jessica Moore Methow EHS representative and Secretary/Treasurer

Yesenia Camacho Oroville HS representative

Guadalupe Mosqueda Brewster EHS representative

## BOARD OF DIRECTORS

Sue Root Chair

Shannon Mendoza Vice Chair

Veronica Carrillo Secretary/Treasurer

Orlando Gonzalez Member

Lynell Morrison-Nelson 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.



Parents as Teachers®



*Head Start is a Registered Trademark of HHS*



Washington State Department of  
**CHILDREN, YOUTH & FAMILIES**