



Oregon Child Development Coalition

“Cultivating Our Children’s Future”

ACCOMPLISHMENTS 2007

1. **FULL ENROLLMENT 5TH CONSECUTIVE YEAR** – It’s been five consecutive years that OCDC has met full enrollment statewide in Migrant and Seasonal Head Start and in OPK. MSHS is funded for 2553 children and we served 2625! OPK expanded this year in both Marion and Washington Counties, for a total of 396 children enrolled.
2. **2007 CONVERSION MIGRANT TO SEASONAL SLOTS** - With all of the external factors in addition to the usual agricultural changes that occur each year, there was concern that Migrant and Seasonal enrollment would not be achieved without some conversion of migrant slots to seasonal. A proposal was submitted to the Office of Head Start (OHS) and OCDC gained permission to convert 250 Migrant slots to Seasonal. However, we only needed to convert 172 slots being able to serve more migrant children than originally appeared to be the need. The conversion allowed many children from seasonal families to receive services they would have gone without if the conversion had not been done.
3. **DUAL LANGUAGE** – OCDC has been identified by outside consultants as being a program of excellence in dual language education. The OCDC Board of Directors again endorsed a policy for the agency to incorporate home language and culture throughout the agency to assist in preparing children and families in their transition into their communities.
4. **OREGON PREKINDERGARDEN EXPANSION-OPK** - OCDC was able to increase services to OPK children by 184 with 77 additions in Marion County and 104 additions in Washington County. This gives a total number of 216 child slots in Marion County and 180 child slots in Washington County.
5. **MIGRANT HEAD START EXPANSION-MHS** – OCDC received Migrant and Seasonal Head Start expansion funds to bring MSHS services more fully into Clackamas County at Molalla and more into Marion County at Woodburn. Both these areas were phased in with 84 children, being served of the total possible next year of 156 children.
6. **NEW FACILITY IN MARION COUNTY** - Construction at the Settlemier Center in Woodburn, Marion County, began October of 2007. The project will completely renovate the old building and add about 7,000 square feet of additional space. When completed in June 2008, there will be 5 Preschool, 8 Toddler, and 4 Infant rooms. Four of the Toddler rooms will have the ability to convert to two Preschool rooms for a total of seven.
7. **LAND IN CLACKAMAS COUNTY** – OCDC made an offer in November 2007 on 3.3 acres of land near Mulino, just north of Molalla, Oregon and closing of the property was in March. The work will now be on design and engineering and permits, this will be the home of the Migrant Head Start expansion in Clackamas County starting June 2009.

8. **PRISM SELF ASSESSMENT 2007-** Even though we did not need to conduct a Self Assessment in 2007 due to our Federal Review, counties conducted their own Self Assessment this year and used the new Prism protocols as a quality control tool. Results were presented to the Board and Policy Council in January 2007 for approval as per the Performance Standards. Staff at the counties did a great job of evaluating themselves.
9. **2007 FEDERAL REVIEW** – Federal Reviewers visited OCDC for the monitoring review conducted from August 5 to August 10, 2007. Although there were three minor findings, there were no findings in the program services area and the review was very positive in total. Staff at the county level and central office did a great job - the Reviewers were very impressed with our systems, staff and programs across the State.
10. **ZERO FINDINGS IN ERRONEOUS PAYMENTS REVIEW** - For the 2nd consecutive Federal PRISM Review, in 2004 and in 2007, OCDC had zero findings in the Erroneous Payments Review.
11. **ODE-OREGON PREKINDERGARTEN REVIEW** – Oregon Prekindergarten (OPK) Monitoring Review in Marion and Washington Counties took place on March 19-23, 2007. OCDC passed the ODE OPK PRISM with flying colors- only one deficiency in facilities for Joseph Gale.
12. **OCDC WEBSITE** – The Website was launched on time according to Resource Development Plan. Improvements will be made to the site during a second phase such as, expanded graphics within the internal pages and news updates. A third phase later in the year will include more interactive features for those folks who seek our services and for the public in general. You can find the Website at www.ocdc.net. There was an official launching to the community in December and January. Press releases will be issued about it, along with press releases about the new Resource Development Department at the Oregon Child Development Coalition.
13. **OCDC ANNUAL REPORT** – The OCDC 2006 Annual Report was released in early April of 2007 with the theme "*Cultivating Our Children's Future*". The report was designed to inform the public about OCDC's performance during the year it covers and also as a resource to help the community understand and join our mission, vision, and continuous work in the state of Oregon on behalf of children and families. The result was a document that has been hailed as a Best Practices tool not only by local supporters but also at the Office of Head Start in Washington, DC. The new Head Start Reauthorization bill requires Head Start programs to produce annual reports that contain elements already found in OCDC's 2006 Annual Report. This means that once again the Oregon Child Development Coalition was ahead of the curve within the field of Head Start.
14. **RESOURCE DEVELOPMENT BROCHURE** – In 2007 a new brochure and media packet was developed and available for community use. The themes follow that of the OCDC Annual Report 2006 and the content is concise yet informative.
15. **RESOURCE DEVELOPMENT DIRECTOR** – The hiring of a RD Director was very good news in 2007. Tadeo Saenz was added as a new member to the Executive Management Team. Tadeo was on leave in Washington D.C. on a fellowship program with the National Head Start Office, and applied and was selected! He came into this position with knowledge, skill, connections, and experience in the area of Resource Development as well as an in-depth knowledge of Head Start.

Tadeo is actively working to assure Resource Development concepts are understood and there is a foundation for this work within the agency.

16. **OCDC INTRANET** - Information Technology continues to expand the functions of the agency's Intranet or the internal website. Because of the hard work by Phil Rogers and Azad Ratzki the OCDC Intranet is becoming a central location for information exchange. You can request travel, purchase orders, work orders, accounts payable transmittals and IT help. These portals not only allow you to complete the initial request but also track the progress of those requests. Another area of the Intranet that expanded in 2007 is the information being presented by the service areas. Areas like Human Resources greatly expanded the availability of forms and documentation to the employees of the agency. Several systems that are based on the Intranet, such as Work Plan and PIR received major over-hauls to both increase productivity and ensure compliance with ever changing regulations.
17. **2007 OCDC Graduates** – OCDC congratulates all those employees who achieved their education goals in 2007! 9 employees obtained Associates Degrees, and 2 employees obtained Masters Degrees. OCDC recognizes the tremendous effort and sacrifice that staff put into achieving these goals. Thank you for your hard work, which in return enables OCDC to provide quality services to the children and families we serve.
18. **OPK Expansion Impact on Recruitment and Retention** - Due to OPK expansion OCDC was able to fill 59 positions in Marion and Washington Counties (mainly from short term MSHS employees) who will now be full-time employees and ready to start the short term program next summer. This is a huge help with recruitment and retention.
19. **Personnel Policy Manual Update** - It is now web-based and includes English and Spanish on the same pages instead of maintaining two separate manuals. This new format makes the manual more user friendly and accessible for employees.
20. **HEALTH BENEFITS** – OCDC was able to contain Health benefits cost in 2007 without increasing employee contribution or dramatic changes in the benefit plans. Given the ongoing increases in health costs, containment of costs to the employee was a major accomplishment.
21. **401-K BENEFITS** – Oregon Child Development Coalition was able to make 401-K available to all employees in 2007. In addition, loans were made available to employees using this as a base. Both of these offered increased resources to OCDC employees.
22. **COLA 2007** – OCDC received authorization for the Cost of Living Adjustment (COLA) proposal in August 2007, and these funds were provided to all staff. The funding available from this COLA allowed giving a higher percentage to the lower range classifications of 3.75 % and 2.5 %, and the standard 1.5% to the higher salary ranges.
23. **VISITS TO CAPITOL HILL** – In February 2007 Board members and Policy Council members made visits to Capitol Hill in Washington, D.C. and met with representatives from Senator Ron Wyden and Senator Gordon Smith offices. Information from OCDC program was provided to the Senator's staff, and discussions at the meetings went well. This is the second year that Donald, Board Members, and Policy Council members visit the Senators' office in Washington, D.C.

24. **OCDC POLICY COUNCILS** – The Policy Councils executed their governance role with maturity and good understanding in 2007. They worked well together and addressed issues upfront and with an awareness and understanding of the desired goals and outcomes.
25. **OCDC BOARD MEMBERSHIP** – Another two members were added to the OCDC Board of Directors this year. The Board membership is almost complete with only one position remaining open which is planned to be filled by a CFO. There is a candidate already for this opening.
26. **FINANCIAL STRATEGIC PLAN FOR BOARD** – OCDC Board of Directors engaged in a “Financial Strategic Planning” project with an outside consultant. Through this process the Board will be more fully aware of the various fiduciary responsibilities and will identify and put in place methodologies to be sure they carry out this responsibility with excellence.
27. **CHILD CARE DIVISION-HOME CARE PROVIDERS** – Child care funding increased which allowed OCDC to pass on this augment in the form of increased reimbursements to home care providers.
28. **NMSHSA AFILIATE GROUPS** – The National Migrant & Seasonal Head Start Association Affiliate Groups elected representative members for 2007-2008. Don Horseman, Director of Financial Services was elected as Treasurer to the Director Affiliate Group, and Karelia Harding, Program Governance Coordinator was elected as Vice-president to the Staff Affiliate Group.
29. **NATIONAL MIGRANT & SEASONAL HEAD START CONFERENCE** – In 2007 the Office of Head Start and the National Head Start Training and Technical Assistance Resource Center (NRC) asked Tadeo Saenz-Thompson, OCDC Resource Development Director, to be part of the organizing committee for the National Conference. This committee is integrated by the Migrant Branch Director, the Executive Directors for NMSHSA and AED, staff from NRC and only a handful of individuals from other Migrant Programs from across the nation.
30. **NMSHS CONFERENCE ABSTRACTS** - OCDC submitted 13 abstracts for the National Migrant and Seasonal Head Start Conference. The Office of Head Start informed that 8 of the abstracts had been chosen; only 25 Abstracts were chosen nationwide. OCDC staff presented to all Head Starts at the Conference in February 2008, this again places OCDC on the stage nationally as a program of excellence.
31. **HIGHEST SELECTION PRIORITY GIVEN TO CHILDREN WITH DISABILITIES & MENTAL HEALTH NEEDS** – This year OCDC designed a systematic method to give greater priority to children with Mental Health and Disabilities needs. Due to this system change, children with Mental Health and Disabilities are eligible for extended enrollment to ensure maximum support and development.
32. **PURCHASE OF NEW SCHOOL BUSES** – In 2007 OCDC was able to purchase four new forty-two passenger school buses. These buses replaced 1992 buses that had a capacity of twenty-two. In doing this OCDC is able to transport more children on one bus and make our transportation services much more efficient.
33. **ACCIDENT/INCIDENT FREE** – With 42 buses on the road, we had 417,000 accident/incident free miles due to the training and expertise of the school bus drivers.

34. **DEVELOPMENTAL SCREENINGS** – Adopted PEDS (Parent Evaluation of Developmental Status) for initial developmental screening and implemented program state-wide. Resulted in reduced time to complete screening process and referral to local Early Intervention and Early Childhood Special Education programs: children are receiving evaluations and needed special education services sooner. Use of one screening tool for all ages reduces Staff training time; reduced staff for administration of screenings. Unexpected benefit: more rapport and sharing of parent concerns during screening interview and home visits.
35. **SCHOOL HOME LITERACY PROGRAM** – Provides children’s books and activity cards to parents on a bi-monthly basis so that parents can further support children’s learning at home.
36. **INFANT/TODDLER TRAINING AND MONITORING SYSTEMS** - We developed a PowerPoint that provides counties with 16 hours of training for use during Preservice and weekly teacher meetings. We expanded scaffolded monitoring system for classroom set up and bi-monthly monitoring to ensure compliance in every classroom throughout the State.
37. **PRESCHOOL AND INFANT/TODDLER PLANNING BOOKS** – Education aligned classroom curriculum with both outcomes and IFSP goals. This focuses teachers planning to correspond with Creative Curriculum philosophy and compliance standards. It also underscores the importance of individualization for both preschool and infant/toddlers.
38. **TUBERCULOSIS SCREENINGS** - Through a successful Health community partnership, Dr. Ann Loeffler, Pediatric Tuberculosis Specialist, donated \$1000 to assist families with TB testing and follow up. Dr. Loeffler continues to support OCDC children, families and staff with TB resources throughout the State.
39. **VISION SCREENINGS** - Health staff collaborated with Dr. Susan Littlefield of Pacific University to revise OCDC vision protocols. The revised procedures include both a depth and distance vision screening that will help in the process of identifying vision deficits that may interfere with children’s learning. OCDC was able to purchase new vision equipment for each county, and roll out statewide trainings on the new vision protocols.
40. **SERVE SAFE CERTIFICATION** – Eight Food Services Supervisors were Serve Safe Certified. The test is based on national standard set forth by the Food and Drug Administration’s Model Food Code. Serve Safe is a nationally recognized certification valid for five years.
41. **GOVERNOR’S CULTURAL COMPETENCY TASK FORCE** – Donalda Dodson, Executive Director, was asked to serve on a subcommittee for Cultural Competency. This is one of the three committees working on the Governor’s Statewide Children’s Wraparound Initiative for children and youth’s social, emotional, and mental health. It has been a great opportunity to interact with other representatives that work with diverse populations. Consumers, public entities and private non-profits are included in this process.
42. **APPOINTEE TO ENVIRONMENTAL QUALITY COMMISSION** – Donalda Dodson was appointed to the Board of Environmental Quality Commission (EQC) in 2007.

43. **OREGON HEAD START ASSOCIATION** – Donalda was elected to the Oregon Head Start Association (OHSA) Board and a Director at Large and is now serving as the OHSA Secretary.
44. **PARTNERSHIPS 2007** – Specifically two new partnerships evolved in 2007. One with Hacienda Community Development Corporation, who oversee several low income housing complexes in NE Portland. OCDC is working with them to provide Head Start and Child Care services. The second is NAYA, Native American Youth Association. They too are interested in bringing Head Start services to their population in NE Portland.
45. **WORK SESSIONS IN NOVEMBER 2007** – The Work Sessions took place in November 2007 and were one of the most successful sessions we have ever had- we received great feedback from 91 staff members who attended the sessions. Town Hall identified the challenges that our families are facing; Oral Health, identified challenging behaviors, and many more sessions that were all rated 4 and 5 in OCDC evaluation forms of each sessions and the Work Sessions overall.
46. **2007 Employee Opinion Survey-(EOS)** – OCDC received the results of the EOS for full time employees in 2007. Information was sent out on the standard comparison analysis, and feedback on strengths, and the need for improvements. Overall, the ratings were above the norm and indicated that employees are very dedicated to OCDC and our mission. The results are a comparison of OCDC to other organizations who administer EOS which are usually employers who care about people, and OCDC was compared to best practice organizations.
47. **OREGON FOOD BANK** – Staff at Central Office collected over 9,000 lbs of food in December 2007 for the Oregon food bank. That was a job well done!