Arrowhead Economic

... strengthens communities by providing opportunities for people experiencing social and economic challenges

2010 Annual Report
AEOA Launches Early Head Start Expansion

AEOA has operated the Arrowhead Head Start pre-school program since 1965 and our Early Head Start program began in 2003. Last year, Early Head Start served 58 children, aged birth to three years, their families, and expectant parents. Expansion funding through the American Recovery and Reinvestment Act added an additional 32 families. Arrowhead Early Head Start provides intensive support to low-income families from pregnancy into the critical first years of their child’s life.

We help families by strengthening their knowledge of good parenting, supporting their efforts toward building a secure economic future, and helping them get out into their communities to take part in the educational and recreational opportunities available. We recognize the importance of mothers, fathers, grandparents, and other caregivers and work together with them as a team to support the healthy development of their children.

Only eight programs of this kind were funded in the state of Minnesota. We were excited to expand our programming to families in areas not previously served including Ely, Babbitt, Biwabik, and Forbes. Additionally, we developed a full-day, full-year “home away from home” infant and toddler family child care in Hibbing and we began a pilot project focusing on early intervention for children’s mental health concerns. In the pilot, we are specifically targeting families most at risk including parenting teens, families experiencing homelessness, and parents who may be dealing with a mental health issue.

Census Mania Strikes AEOA

AEOA participated in Census Awareness Week from March 22 through March 29 which included a Census Form Reception where employees were invited to fill out their form together. It also featured a booth with Census freebies and numerous Census facts being shared via e-mail. Employees participated in the March to the Mailbox campaign as well on Friday, April 16, by wearing Census regalia and taking pictures to give one last reminder to citizens to return their form.
AEOA Loves to Read

Celebrating February’s “I Love to Read Month” at Apple Tree Learning Center was a blast for AEOA employees! Not only the joy of reading, but lessons on cooperation, the importance of a safe home to go to each night, and working together to make a difference in the lives of others was conveyed to students.

The pre-school classroom came alive during the interactive reading of Stone Soup as the children assisted in re-creating the delicious soup that the hungry soldiers and villagers made. The smell of their handiwork rose up in the imaginations of everyone in the room, as each ingredient was carefully added. Students anxiously awaited their turn to add to the communal pot and impart their own wisdom on cooking or vegetables. The soup was then whisked away to be “finished” as the students and readers danced in celebration in the classroom. Lunch and good conversation was enjoyed by all. This classic tale of community cooperation allowed the children to explore their feelings on sharing and hunger in our communities, while learning about the opportunities AEOA provides to those in-need.

Students, again, contemplated the fortune they enjoy in having safe places to live and play each day during Executive Director, Harlan Tardy’s, favorite book, Corduroy Bear. Students connected with the story of a little bear, waiting to be purchased from a department store. Corduroy goes on an adventure to find a button to replace his missing one to make himself more appealing to shoppers. In the end, a little girl was able to bring Corduroy home after saving enough money to purchase him and replaced the button herself. Corduroy’s hope for a place to call home and what he will do to succeed in the face of adversity reached many of the students’ hearts.

Students and employees alike enjoyed the opportunity to open doors to new worlds and ideas just by opening a book.

2010 Northern St. Louis County’s Outstanding Senior Citizen

In July, AEOA’s Executive Director, Harlan Tardy, presented a plaque to the 2010 winner of the Northern St. Louis County Outstanding Senior Citizen Award at the St. Louis County Fair. Carol O’Donnell of Hoyt Lakes was this year’s winner.

Carol’s volunteer work covers a wide variety of commitments that have her corresponding with third graders, to grocery shopping for housebound seniors. Some of the organizations that Carol gives of her time and talents to are: the Adult Learning Center, as a literacy tutor; office assistant for Legal Aid; Habitat for Humanity; Memorial Blood Centers; SHARE food distribution program; the Salvation Army; and RSVP. She also serves on the Hoyt Lakes Public Library Board. Carol is very involved in her church, Faith Lutheran Church of Hoyt Lakes; and there, she serves as a volunteer assistant minister and Secretary of the Church Council. She was an active participant in a week-long Mission to Mexico project. If you happen to be able to “work” alongside Carol, you will find her enthusiasm for volunteering absolutely contagious!

Pictured at left are Teresa Harvey, AEOA Coordinator on Aging; Harlan Tardy; Carol O’Donnell; and Mike Forsman, St. Louis County Commissioner.
ARROWHEAD HEAD START
ANNUAL REPORT
2009–2010

Arrowhead Head Start works in community partnerships to provide comprehensive support to young children and families in need on their journey toward social and economic growth; together, we build a stronger future.

REVENUE & EXPENDITURES

<table>
<thead>
<tr>
<th>Program</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Federal Head Start</td>
<td>2,055,951</td>
</tr>
<tr>
<td>Federal Early Head Start</td>
<td>559,100</td>
</tr>
<tr>
<td>Federal Early Head Start Expansion (ARRA)</td>
<td>348,043</td>
</tr>
<tr>
<td>Federal Quality Improvement/ COLA (ARRA)</td>
<td>175,780</td>
</tr>
<tr>
<td>Federal COLA Head Start</td>
<td>27,168</td>
</tr>
<tr>
<td>Federal COLA Early Head Start</td>
<td>7,304</td>
</tr>
<tr>
<td>Federal Program Improvement</td>
<td>181,721</td>
</tr>
<tr>
<td>State Head Start</td>
<td>560,892</td>
</tr>
<tr>
<td>PACER/PIRC Grant</td>
<td>19,000</td>
</tr>
<tr>
<td>USDA/CACFP</td>
<td>141,057</td>
</tr>
<tr>
<td>MHCP—Fluoride Varnish</td>
<td>9,278</td>
</tr>
<tr>
<td>CCAP</td>
<td>6,263</td>
</tr>
<tr>
<td>Total</td>
<td>4,091,557</td>
</tr>
</tbody>
</table>

FUNDING

<table>
<thead>
<tr>
<th>Program</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Federal Head Start</td>
<td>2,055,951</td>
</tr>
<tr>
<td>Federal Early Head Start</td>
<td>559,100</td>
</tr>
<tr>
<td>Federal Early Head Start Expansion (ARRA)</td>
<td>348,043</td>
</tr>
<tr>
<td>Federal Quality Improvement/ COLA (ARRA)</td>
<td>175,780</td>
</tr>
<tr>
<td>Federal COLA Head Start</td>
<td>27,168</td>
</tr>
<tr>
<td>Federal COLA Early Head Start</td>
<td>7,304</td>
</tr>
<tr>
<td>Federal Program Improvement</td>
<td>181,721</td>
</tr>
<tr>
<td>State Head Start</td>
<td>560,892</td>
</tr>
<tr>
<td>PACER/PIRC Grant</td>
<td>19,000</td>
</tr>
<tr>
<td>USDA/CACFP</td>
<td>141,057</td>
</tr>
<tr>
<td>MHCP—Fluoride Varnish</td>
<td>9,278</td>
</tr>
<tr>
<td>CCAP</td>
<td>6,263</td>
</tr>
<tr>
<td>Total</td>
<td>4,091,557</td>
</tr>
</tbody>
</table>

ENROLLMENT

TOTAL NUMBER OF FAMILIES SERVED

<table>
<thead>
<tr>
<th>Program</th>
<th>Number Served 09-10</th>
</tr>
</thead>
<tbody>
<tr>
<td>Head Start</td>
<td>346</td>
</tr>
<tr>
<td>Early Head Start</td>
<td>99</td>
</tr>
<tr>
<td>Program-wide</td>
<td>445</td>
</tr>
</tbody>
</table>

TOTAL NUMBER OF CHILDREN SERVED

<table>
<thead>
<tr>
<th>Program</th>
<th>Funded Enrollment</th>
<th>Number Served 09-10</th>
</tr>
</thead>
<tbody>
<tr>
<td>Head Start</td>
<td>334</td>
<td>358</td>
</tr>
<tr>
<td>Early Head Start (includes ARRA)</td>
<td>90</td>
<td>99</td>
</tr>
<tr>
<td>Program-wide</td>
<td>424</td>
<td>445</td>
</tr>
</tbody>
</table>

AVERAGE MONTHLY ENROLLMENT

<table>
<thead>
<tr>
<th>Program</th>
<th>Funded Enrollment</th>
<th>Average Enrollment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Head Start</td>
<td>334</td>
<td>333</td>
</tr>
<tr>
<td>Early Head Start</td>
<td>90</td>
<td>61</td>
</tr>
<tr>
<td>Program-wide</td>
<td>424</td>
<td>394</td>
</tr>
</tbody>
</table>

PERCENTAGE OF CHILDREN SERVED

<table>
<thead>
<tr>
<th>Program</th>
<th>Applications Received</th>
<th>Eligible Children Served</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Head Start</td>
<td>585</td>
<td>358</td>
<td>76%</td>
</tr>
<tr>
<td>Early Head Start</td>
<td>219</td>
<td>116</td>
<td>24%</td>
</tr>
<tr>
<td>Program-wide</td>
<td>804</td>
<td>474</td>
<td>59%</td>
</tr>
</tbody>
</table>
PARENT INVOLVEMENT ACTIVITIES

From the very first meeting with the family, parents are offered the opportunity to be involved with the program. Parents attend site parent meetings; serve on Policy Council; and the Health Advisory, Early Childhood & Family Service, Mental Health & Disabilities, and EHS Advisory Committees. They have opportunities to participate in several parent trainings including the MHSAA Parent Training Conference, Bemidji State University’s Parenting Weekend, and the Early Childhood MEGA Conference at BSU. Parents are always welcome in the classroom by helping with or leading activities or projects, attending field trips, planning classroom activities with the teaching staff, and introducing or sharing their culture with the class. There are a number of ways that parents help teaching staff including sharing opinions, ideas, and thoughts; working on projects at home; communicating with the staff; helping other parents feel welcome; and reinforcing learning at home.

As their child’s first and most important teacher, parents have an important role in the program. Along with regular site and committee meetings, there are family events planned at each site. Literacy; male involvement; I Am Moving; I Am Learning; Picturing America; Strong Safe Child; and other areas of family interests are done at these family events. Many of these family events are coordinated with the school’s Early Childhood Family Education (ECFE).

PREPARING CHILDREN FOR SCHOOL

From the time they enter Head Start, children are being prepared for their educational careers. Teaching staff focus on building children’s skills, especially in the areas of social/emotional development, physical development, cognitive development, and language and literacy. A skills assessment is completed on each child to determine their strengths and needs to better serve the child. The curriculum is focused on teaching children the skills they need to be successful in school. Teachers conduct home visits and conferences with parents to talk about how their child is progressing throughout the year. We have just begun incorporating the Classroom Assessment Scoring System (CLASS) that measures teacher-child interactions.

Head Start teachers collaborate with local school districts, supporting Kindergarten readiness. Most Head Start classrooms are located in public school buildings. This allows Head Start children to participate in school and community activities such as visits to the school and public libraries, as well as special school events. Arrowhead Head Start also works in partnership with local school districts to ensure a seamless transition into Kindergarten. In the spring, Head Start teachers coordinate various field trips and events designed to familiarize children and parents with the expectations of their new school. Head Start teachers meet with Kindergarten teachers, principals, and school nurses to discuss the children who will be entering Kindergarten. Head Start also coordinates the transfer of children’s educational files to the school, avoiding duplicative efforts.

MONITORING REVIEW

As a result of the tri-annual review ending the week of April 20, 2008, Arrowhead Head Start had two areas of non-compliance: 1: 1304.53(a)(7): The grantee did not provide for the maintenance and repair of the Ely Head Start facility. An observation of the Ely Center gross-motor room found a hole in a large window, with cracks extending toward the top and bottom of the window. The grantee was not in compliance with the regulation because it did not repair a window at the Ely Center. 2: 1310.21(b)(5): The grantee did not ensure that children participated in an emergency evacuation drill on the bus they rode within the first 30 days of the school year. A review of the Head Start Evacuation Log found 3 of 14 bus evacuation drills were completed after the first 30 days of the year. The grantee was not in compliance with the regulation because bus evacuation drills at two sites were not completed within the first 30 days of the school year. In a follow-up review conducted January 27, 2009, through January 29, 2009, showed that the two areas of non-compliance were corrected and that Arrowhead Head Start is in full compliance with the Head Start Performance Standards. The next triennial review is scheduled for October 18-22, 2010.

AUDITS

Walker, Giroux, Hahne, Ltd., conducted the annual financial audit for the year ending June 30, 2010. AEOA is in compliance with the requirements described in the US Office of Management & Budget (OMB) Circular A-133. All our documents are available for public inspection.

Arrowhead Economic Opportunity Agency
702 Third Avenue South
Virginia, MN 55792-2797
(218) 749-2912 ♦ 1-800-662-5711 ♦ 1-800-862-0175 (TDD)
http://www.aeoa.org
AEOA Programs and Services

**Central Services**: To guide, support, and unify AEOA services to maximize resources and ensure progress and accountability in carrying out the mission of the Agency

- Administration
- Fiscal Services
- Information Technology
- AEOA Foundation Fund
- Human Resources
- Planning

*The mission of Employment & Training is to enhance the employability and skills of individuals so that they may achieve their life goals.*

- Minnesota Family Investment Program
- Diversionary Work Program
- Food Support Employment & Training Program
- Adult Scholarship Program
- Adult Basic Education
- Job Skills Training
- Lives in Transition
- Senior Community Service Employment Program
- Dislocated Worker Program
- YouthBuild
- Free at Last
- Vocational Evaluation
- Work Experience Program
- Family Assets for Independence in Minnesota

**Arrowhead Head Start** works in community partnerships to provide comprehensive support to young children and families in need on their journey toward social and economic growth; together, we build a stronger future.

- Center-base
- Early Head Start Center
- Center/Home Combination
- Family Child Care Homes
- Early Head Start Home Base
- In-home Counseling

*The mission of Housing Services is to build communities by helping people meet their basic living needs; have affordable, quality housing; and to improve their quality of living.*

- Single-family Rehabilitation Loans
- Multi-family Rental Rehabilitation Loans
- Homeownership Education & Financial Assistance
- Permanent Supportive Housing
- Mortgage Foreclosure Prevention Program
- Energy Assistance
- Homeless Programs & Shelters
- Housing Development
- Energy Conservation Education
- Weatherization

**Senior Services** helps older adults meet the demands of daily living while providing opportunities to improve the quality of their lives.

- Senior Nutrition Services
  - Senior Dining
  - Meals on Wheels
  - Bundled Services
  - Nutrition Education
- Retired & Senior Volunteer Program (RSVP)
- Northland Volunteer Services
  - Tax Aid Program
- Raising Our Children’s Kids (ROCK)
- Food & Clothing Shelves
- St. Louis County Coordinator on Aging
  - Annual Senior Carnival
  - YouthDo Chore Service
  - Senior Leadership & Networking
  - Trip Excursions

**Arrowhead Transit** provides affordable, safe, accessible public transportation and supports independent living and self-reliance.

- Arrowhead Transit
- Rural Rides

AITKIN ◆ CARLTON ◆ COOK ◆ ITASCA ◆ KOOCHICHING ◆ LAKE ◆ ST. LOUIS
AEOA Area Offices

Aitkin Office
321 Minnesota Avenue North
Aitkin, MN 56431
800-243-3209
(218) 927-7046;
(Fax) 927-5624

Cloquet WorkForce Center
Suite 1
715 Cloquet Avenue
Cloquet, MN 55720
(218) 878-4414;
(Fax) 878-4409

Duluth Office
Suite B
3112 Truck Center Drive
Duluth, MN 55806
(218) 624-7625 or
628-0877; (Fax) 624-7679
(Weatherization/Energy Assistance)

Duluth WorkForce Center
Government Services Center
Suite 205
320 West Second Street
Duluth, MN 55802
(218) 733-2045 (Employment & Training)

Ely Office
JFK Human Services Building
Room #4
118 South Fourth Avenue East
Ely, MN 55731
(218) 365-3359 or 365-3137

Grand Marais Office
PO Box 331
Grand Marais, MN 55604
(218) 387-1134

Grand Rapids WorkForce Center
1215 SE Second Avenue
Grand Rapids, MN 55744
(218) 327-6746;
(Fax) 327-4179

Grand Rapids Service Center
421 SE 13th Street
Grand Rapids, MN 55744
(218) 327-1138;
(Fax) 327-0283
800-642-6143 (Transit)
(218) 326-3505 (Transit)

Hermantown Family Resource Center
5028 Miller Trunk Highway
Duluth, MN 55811
(218) 729-5509 or
729-5510; (Fax) 729-0370

Hibbing Outreach Office
2125 Second Avenue East
Hibbing, MN 55746
(218) 263-8487;
(Fax) 263-8235

Hibbing WorkForce Center
3920 13th Avenue East
Hibbing, MN 55746
(218) 262-6777;
(Fax) 262-7316

International Falls Office
Forestland Annex, Lower Level
1000 Fifth Street
International Falls, MN 56649
(218) 283-6271

International Falls WorkForce Center
Rainy River Community College
Room SC128
1501 Highway 71
International Falls, MN 56649
(218) 283-9427;
(Fax) 283-4042

Two Harbors Office
Norden Industrial Park
2124 Tenth Street
Two Harbors, MN 55616
800-223-1850
(218) 834-2280;
(Fax) 834-5269

Virginia Central Office
702 Third Avenue South
Virginia, MN 55792-2797
800-662-5711
(TDD) 800-862-0175
(218) 749-2912;
(Fax) 749-2944

Virginia WorkForce Center
820 Ninth Street North
Virginia, MN 55792
(218) 748-2200;
(Fax) 748-2280

Adult Basic Education Learning Center
Room #18
327 First Street South
Virginia, MN 55792
800-662-5711, Ext. 400
(218) 749-4352;
(Fax) 749-4336

Arrowhead Transit
1001 Arrowhead Drive
Gilbert, MN 55741
(218) 741-0724; (Fax) 741-5715

Arrowhead Weatherization
1406 Fourth Street South
Virginia, MN 55792
(218) 741-2215; (Fax) 748-7333

Virginia Youth Foyer
302 12th Street South
Virginia, MN 55792
(218) 258-0052

AEOA
702 Third Avenue South, Virginia, MN 55792-2797
(218) 749-2912 ◇ 1-800-662-5711 ◇ 1-800-862-0175 (TDD)
http://www.aeeoa.org
# 2010 Board of Directors

**Kevin Adee/Terry Murray, 2nd Vice-Chairperson**  
Public Official

**Cherri Averill Manner**  
Private Sector

**Thomas Bakk**  
Public Official

**Helen Budisalovich**  
Community Sector

**Marcia Campbell**  
Private Sector

**Katherine Patricia Carlson**  
Community Sector

**Thomas Cvar, Treasurer**  
Private Sector

**Ashley Feltus**  
Community Sector

**Mike Forsman (St. Louis County Alternate)**  
Public Official

**Lorraine Hill**  
Community Sector

**James Johnson/Robert Fenwick**  
Public Official

**Jeff Kletscher**  
Public Official

**Cheryl Kutsi**  
Community Sector

**Andra Lilienthal**  
Community Sector

**Rebekah Littler**  
Community Sector

**Howard Mallory**  
Community Sector

**Mark Mandich**  
Public Official

**Hope McKay, Secretary**  
Community Sector

**Elder Metsa**  
Community Sector

**Brian Napstad**  
Public Official

**Keith Nelson**  
Public Official

**Lyle Northey**  
Private Sector

**Les Northrup, 1st Vice-Chairperson**  
Private Sector

**Laura Perry**  
Private Sector

**Donna Pospeck**  
Community Sector

**Thomas Proulx**  
Public Official

**Steve Raukar, Chairperson**  
Public Official

**Nathan Sager**  
Private Sector

**Rich Sve/Paul Bergman**  
Public Official

**Peg Sweeney**  
Public Official

**James Varichak**  
Private Sector

**Dana Waldron**  
Private Sector

**Isabelle Westman**  
Community Sector

---

**ARROWHEAD ECONOMIC OPPORTUNITY AGENCY**  
**2010 ANNUAL BUDGET**  
**TOTAL ANNUAL BUDGET AS OF 6/30/10 = $35,253,517**

- **HEAD START**  
  $3,708,783  
  10%

- **CENTRAL SERVICES**  
  $693,501  
  2%

- **SENIOR SERVICES**  
  $4,450,944  
  13%

- **TRANSIT**  
  $4,838,490  
  14%

- **HOUSING**  
  $17,513,261  
  50%

- **EMPLOYMENT & TRAINING**  
  $4,048,538  
  11%