



~~McDowell-Mercer-Monroe-Raleigh-Summers-Wyoming~~

RESA-I Regional Council Meeting
MINUTES
RESA-I Office
Beckley, West Virginia
August 8, 2008

ATTENDANCE:

Regional Council Members Present

David Ballard, Board Member, Summers County
Frank L. Blackwell, Superintendent, Wyoming County
Sarah Brown, Chief Instructional Leader, Summers County
J. Michael Callaway, Board Member, McDowell County
Suzette Cook, Superintendent, McDowell County
Lyn Guy, Superintendent, Monroe County
Vickie Hinerman, Superintendent, Summers County
Stanley Hopkins, WV Department of Education
Mary Alice Kaufman, Board Member, Mercer County
Mike Prichard, Board Member, Wyoming County

Regional Council Members Not Present:

Deborah Akers, Superintendent, Mercer County
Tom Blevins, Bluefield, State College
Florisha Christian-McGuire, Principal, Iaeger High School
Charlotte Hutchens, Superintendent, Raleigh County
William O'Brien, Concord University
Ed Pell, Board Member, Monroe County
Sandra Pell, Teacher, Mountain View Elementary & Middle School
Patricia Waddell, Board Member, Raleigh County

Guests:

RESA-I Staff Present:

Keith Butcher, Executive Director, RESA-I
LaDawn Mitchem, Executive Secretary, RESA-I
Jamie Bailey, Medicaid Specialist, RESA-I
David Brooks, Treasure, Raleigh County
Shawn Cook, Coordinator, ABE & Spokes, RESA-I

Call to Order:

The meeting was called to order at 10 am by Dr. Lyn Guy, Superintendent, Monroe County Schools.

Guest Speaker:

Shawn Cook, Coordinator RESA-I ABE & SPOKES program, presented the Regional Council with ABE & GED Updates. The West Virginia Adult Education Association will hold the annual conference October 8-10, 2008 at Pipestem State Park. ABE instructors are required to complete six hours of professional development specific to adult education. This conference provides an excellent opportunity for local instructors to complete this training, and also for ABE Directors and other administrators to network and exchange ideas.

GED changes for 2008-09 according to HB4477 and Policy 2444.4 are as follows:

- Sixteen and seventeen-year-old dropouts must be withdrawn from school only one month in order to qualify for GED testing. Eighteen-year-olds are eligible immediately after withdrawing from school. Prior to this, waiting periods could be up to six months, with additional requirements of promised employment or training.
- Each year over 1,500 dropouts, ages 16, 17 and 18 do not acquire their GED diplomas.
- For NCLB reporting, GED graduates are removed from drop out lists, and reported as completers thereby reducing dropout rates.
- The cost of taking the GED exam is now free for everyone.
- Test applicants must pass an official practice test and participate in an orientation process prior to testing.
- These new procedures will require increased coordination between GED examiners and ABE instructors.

Reports:

Financial Update: The council receives the financial reports prior to the meeting. David Brooks was available for any questions or discussion.

Medicaid Report: Keith Butcher presented the Council with the Medicaid Transmittal and Reimbursement Report Jamie Bailey, RESA-I Medicaid Specialist was available to answer any questions.

State Department Report: Dr. Stan Hopkins, West Virginia State Department of Education presented the Council with the following updates.

- West Virginia State Department of Education meeting will be held on August 13 - 14, 2008 at the Charleston Civic Center.
Topics include:
 1. 21st Century Guide for New Teachers and Mentor Training from Classroom to Classroom.
 2. The handbook for school facilities is proposed for approval at the next State Board meeting.
- Fall Superintendents Conference will be held October 1-3, 2008 at Waterfront in Morgantown, West Virginia.
- County Leadership Conference will be held October 14-16, 2008 at the Charleston Civic Center.

Employee Status Reports: The employee status reports were mailed to the council prior to the meeting. There were no questions or comments concerning the status reports.

RESA-I Executive Director's Report August 8, 2008

National Board Certification

RESA-I held a three-day NBTC workshop at Pikeview High School in June 23-25, 2008. The program facilitators will continue working with these teachers as they complete the certification process for National Board. There are additional openings for this program. Teachers who wish to participate during the 2008-2009 school year should contact RESA-I.

RESA-I Financial Audit

RESA-I has received a copy of the FY 07 audit. The State Auditor’s Office received an extension for completion of the audit due to the high number of audits completed by their office this year. A copy of the report will be mailed to the Regional Council so that they can have adequate time to review. During the FY 07 year, Bill Grizzell served as Executive Director until December, at which time Keith Butcher was employed. While many new procedures and reporting processes were put in place during that year, they did not apply for the entire year leading to seven findings being issued including an adverse opinion for budgeting and reporting procedures. At the present time, there are no findings or concerns that have not been corrected.

Professional Development Activities

For this mailing of the Executive Director’s report, a schedule of summer and fall professional development has been provided for your information (see attached). Please feel free to contact Linda Ballard-Price for additional information (304-256-4712 (#1103)).

- Advancing Adolescent Literacy – August 11-15, Concord University
- WV Arts Team Project, Phase 3 – August 22, Tamarack
- New Teacher Café (CPD) – October 18, RESA-I
- RESA-I Leadership Series – October 21, Beckley Raleigh Convention Center
 - ✓ Legislative Update, Howard Seufer
 - ✓ Classroom Assessment for Student Learning, Lisa Youell
 - ✓ Lexiles for Elementary and Secondary Administrators, Beckey Derenge
 - ✓ Adolescent Literacy Instructional Model, Terry Reale

State Board RESA Committee

The RESA Committee of the State Board of Education met in August under the direction of Board members Ron Spencer. The following items were discussed and action taken.

- Following each Regional Council meeting the State Board members receive a mailing of documents including agenda, minutes, finance reports, reports and supporting documents. As of October 1, 2008, all of these documents will be posted on RESA websites so that the public and the State Board members may review electronically.
- Each RESA Executive Director will attend at least one State Board meeting to give a brief report to the Board. The report will include special initiatives and effort to assist schools and districts identified for improvement.
- RESA VIII and RESA V were audited by the Office of Education Performance Audits. More RESAs will be audited during the 2008-2009 school year. Audit standards are based on the RESA requirements as prescribed in legislation.
- At the present time no changes are recommended for the annual evaluation process for RESA Executive Directors and no changes are recommended for the RESA State Board 3233, Establishment and Operation of Regional Education Service Agencies

Information:

Regional Council Meeting Schedule 2008 - 2009

A proposed schedule of the Regional Council meetings for the 2008-2009 year was given to the Council prior to meeting. The Council had stressed the desire to keep meeting on the second Friday of each month, but wish to begin the meetings at 10 am. The Council asked for clarification on allowable meeting times.

In compliance with WV State Code, I would like to propose the following meeting schedule.

August 8 *	2008	10:00 AM	RESA-I Office, Beckley
September 19 *	2008	10:00 AM	RESA-I Office, Beckley
October 10 *	2008	3:00 PM	Teleconference
November 14	2008	10:00 AM	RESA-I Office, Beckley
January 9 *	2009	3:00 PM	Teleconference
February 13	2009	10:00 AM	RESA-I Office, Beckley
March 20	2009	10:00 AM	RESA-I Office, Beckley
April 10	2009	10:00 AM	RESA-I Office, Beckley
May 8 *	2009	3:00 PM	Teleconference
June 12 *	2009	10:00 AM	RESA-I Office, Beckley

* Regional Council meetings scheduled during hours other than those of the regular school day.

In proposing this schedule, I would like to try having the two afternoon meetings via teleconferencing. Council representatives would be welcome to meet in the RESA-I computer lab or teleconference in from an equipped remote site.

September 12th falls on the same day as the Fall meeting of the State School Board Association meeting. I have proposed moving that meeting date to September 19th.

Proposed Salary Increase for RESA-I Computer Technicians.

Mr. Butcher presented the council with a proposed salary schedule for the RESA-I Computer Technicians. This schedule indicating the additional monthly amounts for certification available to each technician. Proposing the following changes to the salary schedule for the RESA-I Technicians:

1. A monthly position supplement of \$100 would be added to the current salary schedule (Raleigh County) for computer technicians.
2. The monthly amounts approved for earned certification would all be increased by \$25.00 per month.

Action:

1. Motion by Dave Ballard and seconded by Frank Blackwell to approve the minutes of the June 13, 2008 meeting. Motion passed. Minutes were approved.
2. Motion by Mike Callaway and seconded by Dave Ballard to accept the Monthly Financial Reports for June 2008. Motion passed. Monthly Financial Reports accepted.
3. Motion by Mike Callaway and seconded by Dave Ballard to accept the Regional Council Meeting Schedule for 2008 - 2009. Motion passed. Regional Council Meeting Schedule accepted.
4. Motion by Frank Blackwell and seconded by Suzette Cook to approve the salary increases for the RESA-I Computer Technicians and to form a committee to review salary schedule for future increases. Motion passed. Salary Scheduled approved. Committee to review future proposed changes consist of DR. Lyn Guy, Suzette Cook and Vickie Hinerman.
6. Motion by Frank Blackwell and seconded by Dave Ballard, the Regional Council Meeting was adjourned.

The next meeting of the RESA-I Regional Council will be held on September 19, 2008 at 10:00 am at the RESA-I Office.

Respectfully submitted,

Original signed and approved 9-19-2008

Keith Butcher
Executive Director

Date