



RESA-I Regional Council Meeting  
**MINUTES**  
RESA-I Office  
Beckley, West Virginia  
June 13, 2008

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

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**ATTENDANCE:**

**Regional Council Members Present**

Gilbert Bailey, Board Member, Mercer County  
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  
Deidra Cline, Principal, Pineville Middle School  
Suzette Cook, Superintendent, McDowell County  
Lyn Guy, Superintendent, Monroe County  
Vickie Hinerman, Superintendent, Summers County  
Michelle Moore, Teacher, Park Middle School  
William O'Brien, Concord University  
Ed Pell, Board Member, Monroe County  
Mike Prichard, Board Member, Wyoming County  
Patricia Waddell, Board Member, Raleigh County

**Regional Council Members Not Present:**

Deborah Akers, Superintendent, Mercer County  
Tom Blevins, Bluefield, State College  
Stanley Hopkins, WV Department of Education  
Charlotte Hutchens, Superintendent, Raleigh County

**Guests:**

Jeff Hunt, eSchool Solutions Automated Substitute Personnel System  
Marcel J. Fortin, Community Connect Foundation E-Government Website Project

**RESA-I Staff Present:**

Keith Butcher, Executive Director, RESA-I  
LaDawn Mitchem, Executive Secretary, RESA-I  
David Brooks, Treasure, Raleigh County  
Susan Barnes, Special Education Director, RESA-I  
Kerry Richmond, Mathematics Science Partnership Coordinator, RESA-I

**Call to Order:**

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

## **Guest Speaker:**

Jeff Hunt of eSchool Solutions presented to the council an Automated Substitute Personnel System. This electronic system will provide the counties with quick and easy access to substitute teachers. It is a quick look at schedules, available substitutes, and substitute jobs accepted. The costs would be prorated according to number of students in each county.

Marcel J. Fortin of Community Connect Foundation provided the council with an overview of the e-government in West Virginia. Objectives of this project are focused on using high school students to create municipal and county websites utilizing an e-government portal. Six cities and county governments participated in the pilot project. This school year more cities, counties, and schools will participate in the project. The two main components of the project civic engagement and community involvement.

## **Reports:**

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

**Medicaid Report:** The Medicaid Transmittal and Reimbursement Report was mailed to the council prior to the meeting. Keith Butcher asked the Council for any questions concerning the reports. Questions were discussed regarding the percentage payment received to date. Mr. Butcher stated that each county will receive information from the RESA-I Medicaid Secretary to explain current percentages..

**State Department Report:** Dr. Hopkins was unable to attend the RESA-I Regional Council meeting.

**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 June 13, 2008**

### **National Board Certification**

RESA-I, RESA-II, and RESA 6 received a Benedum Foundation grant to provide technical support for 25 teachers in each RESA for their application process to receive National Board Certification. The teachers will meet on June 23-25 to begin the process. A facilitator will meet regularly with those teachers making application and portfolio readers will provide assistance in improving their submissions. At their last meeting, the Regional Council requested information on county incentives provided to NBTC completers. The attached information provides information on incentives provided by West Virginia school districts.

### **RESA-I Financial Audit**

The onsite visits for the FY 07 audit have been completed. A written draft copy of the report should be received by the end of the June. 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.

### **Employment**

At their June meeting, the State Board of Education approved the employment of John Watson as the RESA-I Technology Coordinator. Bob Hollandsworth, RESA IV Technology Coordinator; Paul Lovett, Monroe County Technology Coordinator, Gerry Taylor, Mercer County Technology Coordinator and Keith Butcher served on the interview committee. Mr. Watson's employment is effective June 16, 2008.

### **Middle School RtI**

The summer institute for the Middle School Reading and English Language Arts Tiered Instruction Project will be held at Concord University on August 11-15. The training will be provided by the West Virginia Department of Education, Bluefield State College, Concord University, and RESA-I.

### **Schools of Excellence**

Stanaford Elementary School and the Monroe County Technical Center were two of seven West Virginia schools recognized by the West Virginia Department of Education. According to the state Department of Education, Schools of Excellence are selected based on a rigorous and challenging curriculum; a safe and drug-free learning environment; participatory leadership; active teaching and learning; an environment that strengthens teacher skills; documented student achievement; and implementation of advanced and innovated programs.

## **Information:**

### **RESA-I Strategic Plan**

A draft copy of the RESA-I 2008-2009 Strategic Plan was provided to the regional council prior to the meeting. The council was to review and bring any question or concerns to the meeting and take action to approve the plan.

### **Accounting Services**

The 2008-2009 accounting services proposed agreement was provided to the regional council for review prior to the meeting. This continuing agreement will provide all accounting services associated with the day-to-day operations of RESA-I with the exception of employee payroll input, maintenance of employee leave record, and authorization of new employee information. All reporting requirements for State and federal reports will be maintained under the proposed accounting agreement that are associated with employee deductions, tax statements, quarterly reports, retirement systems and etc.

### **Regional Council Meeting Schedule**

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.

### **Service Recognition**

Mr. Butcher expressed appreciation from the Council to the Raleigh County teacher Michelle Moore and the Wyoming County principal Deidra Cline for an outstanding year of support to RESA-I. The 2008-2009 fiscal year, the teacher representative will be from Monroe County and principal representation will be from McDowell County.

**Action:**

1. Motion by Dave Ballard and seconded by Patricia Waddell to approve the minutes of the May 9, 2008 meeting. Motion passed. Minutes were approved.
2. Motion by Mike Callaway and seconded by Dave Ballard to accept the Monthly Financial Reports for May 2008. Motion passed. Monthly Financial Reports accepted.
3. Motion by Patricia Waddell and seconded by Ed Pell to accept the RESA-I 2008-2009 Strategic Plan. Motion passed. Strategic Plan was accepted.
4. Motion by Dave Ballard and seconded by Mike Callaway to approve the Accounting Services Agreement. Motion passed. Accounting Services Agreement approved.
5. Motion by Mike Callaway and seconded by Mike Prichard to approve the next meeting date for the Regional Council as August 8, 2008 at 10:00 am.
6. Motion by Patricia Waddell and seconded by Michelle Moore , the Regional Council Meeting was adjourned.

The next meeting of the RESA-I Regional Council will be held on August 8, 2008 at 10:00 am at the RESA-I Office.

Respectfully submitted,

  
Keith Butcher  
Executive Director

08.08.08  
Date