

RESA-I STATUS REPORT	
PROGRAM:	ABE TECHNOLOGY COORDINATION
DATE:	March 2009
STAFF:	LOUISE MILLER
FUNDING SOURCE:	STATE / FEDERAL

AREA: Adult Education Management Information System (AEMIS)		
ACTIVITIES	POPULATION SERVED	COMMENTS
Continued development of “Adult Basic Education Management Information System (AEMIS)” 1. General maintenance of error messages 2. Server software / hardware improvements 3. Programming updates as needed a. Desktop Monitoring Reports	WV Adult Basic Education (ABE) Instructors / Administrators Statewide	Contract with <i>Strictly Business</i> , to maintain and continue development
Provide Technical Assistance to WVABE Instructors statewide upon request 1. Student Data Entry 2. Student Enrollment Deletions 3. Student Deletions 4. Class Deletions 5. Misc. Calls / E-mails	WV Adult Basic Education (ABE) Instructors / Administrators Statewide	
AEMIS FAQ/Requests This Month		
1. Student enrollment and student deletions 2. Class deletions 3. Duplicate SSNs 4. Student deletions 5. User Passwords	WV Adult Basic Education (ABE) Instructors / Administrators Statewide	
AEMIS Misc Activities – Louise Miller 1. Monitor and update Duplicate Student report 2. New Report development – “Desk Monitoring”	WV Adult Basic Education (ABE) Instructors / Administrators Statewide	

AREA: Professional Development Provided		
ACTIVITIES	POPULATION SERVED	COMMENTS
Management 100-I	WVABE Institutional Education Instructors	Mike Shaffer, Presenter Braxton County

AREA: Professional Development Attended		
ACTIVITIES	POPULATION SERVED	COMMENTS
NIFL/LINCS Region II 2009 Partner Meeting	WVABE Statewide	March 25-25, 2009 San Antonio, TX

AREA: Misc.		
ACTIVITIES	POPULATION SERVED	COMMENTS
Technical Assistance Visit	Raleigh County Workforce WV	March 31, 2009

RESA-I STATUS REPORT	
PROGRAM:	ADOLESCENT HEALTH INITIATIVE
DATE:	March 2009
STAFF:	BARBARA McFADDEN
FUNDING SOURCE:	OFFICE OF MATERNAL CHILD / FAMILY HEALTH

AREA: Education and Awareness		
ACTIVITIES	POPULATION SERVED	COMMENTS
<p>Three Collaborative Learning Discussion Groups in March using: <i>Sparks – How Parents Can Help Ignite the Hidden Strengths of Teenagers</i>. I created a power point presentation and made copies for participants (9 total attended).</p> <p>Many hours this month spent preparing for Substitute Re-Certification training and the 3 hour workshop I will offer at the WV Social Work Conference May 1st.</p>	<p>Raleigh County</p> <p>Region 1 and statewide</p>	<p>Partial list of Evaluation remarks:</p> <ul style="list-style-type: none"> ◆ Learned how to spread the spark message ◆ Power point will give me a way to share with my school ◆ I liked the format and size of the group ◆ I've learned about engaging people in discovering their spark ◆ I learned to listen more and take the time to talk with kids ◆ It's a simple and inspirational idea <p>I'm creating a new workshop based on <u>Sparks</u> information. Will offer two 90 minute workshops for subs taking recertification training and one 3 hour workshop in Charleston at the social work conference.</p>

AREA: Leadership and Collaboration		
ACTIVITIES	POPULATION SERVED	COMMENTS
Adolescent Pregnancy Prevention Task Force(APPTF) meeting in Flatwoods.	Statewide	Attended and facilitated APPTF meeting. Sent recommendations for future meetings to Kim Thomas, state coordinator.
Attended Adolescent Health Initiative quarterly meeting in Charleston. Christina Mullins, the new Division Director at OMCFH attended.	Statewide	The 8 Adolescent Health Coordinators in WV share program activities and the AHI coordinator shares state updates.
Raleigh County Family Violence Task Force meeting.	Raleigh County	Created agenda, sent meeting reminders, facilitated meeting, took & sent minutes.
Summers Co. Substance Abuse Partnership – our new name! A workshop for parents about drug use, recognizing signs of abuse, etc is planned for April	Summers County	Created agenda with group input, sent meeting reminders, facilitated meeting, took and sent minutes.

AREA: Leadership and Collaboration cont.		
ACTIVITIES	POPULATION SERVED	COMMENTS
Attended RESA 1 Staff meeting	Region 1	Prepared goals and objectives per Keith's request for new Strategic Plan.
Dinner meeting to evaluate Multicultural symposium and plan next event.	Raleigh and surrounding counties	We are planning another multicultural community event for the Fall.

RESA-I STATUS REPORT	
PROGRAM:	WV WORKS ASSESSMENT SPECIALIST
DATE:	March 2009
STAFF:	SAMUEL SMITH
FUNDING SOURCE:	FEDERAL

AREA: Testing		
ACTIVITIES	POPULATION SERVED	COMMENTS
Boone County Fayette County Greenbrier County Logan County McDowell County Mercer County Mingo County Monroe County Nicholas County Raleigh County Summers County Webster County Wyoming County All clients administered the EHI Screen. All clients administered the LNS Screen.	DHHR Clients, WV Works Dept.	Administered Test of basic skills in Reading, Math and Language at all levels. (Test of Adult Basic Education) Scored, processed, and returned results to WV Works Supervisors in all 14 counties in timely, efficient manner. Continued training for Workkeys Assessment, trained with David Hollingsworth. Continued cooperative relationship in several new counties, building rapport during transition period, implementing updated standards.

AREA: Coordination		
ACTIVITIES	POPULATION SERVED	COMMENTS
Accumulated statistical data from counties; prepared monthly reports and transmitted to State Department of Education.	WVDE	Coordinated for back-up when necessary through David Hollingsworth, Karen Petrowski.

RESA-I STATUS REPORT	
PROGRAM:	TECHNOLOGY SERVICES
DATE:	March 2009
STAFF:	JOHN D. WATSON
FUNDING SOURCE:	STATE / LOCAL

AREA: Repair and Installation Services		
ACTIVITIES	POPULATION SERVED	COMMENTS
Nine field technicians responding to work orders and assistance requests. One technician finishing training.	Entire RESA-I service area	The team of 9 field technicians responded to 1937 work orders and assistance requests throughout the service area. The technicians addressed 123 server issues 28 network issues 12 WVEIS issues 9 data circuit issues 78 router issues 1491 workstation issues 196 printer and miscellaneous issues

AREA: Training		
ACTIVITIES	POPULATION SERVED	COMMENTS
Provide training for new technician	Entire RESA-I service area	Training in State supported technology implementation including hardware, software and networking for new technician.
LAN wireless support	Entire RESA-I service area	Procured wireless controller for development of deployment configuration candidates.
VoIP support	RESA-I	Met with Verizon field engineer who provided training on troubleshooting and support of the IP phone systems being implemented throughout state facilities.
State contract training offerings	Entire RESA-I service area	Met with representative from ContactPointe for information on technology training offerings and potential online and conventional delivery methods.

AREA: Infrastructure Support		
ACTIVITIES	POPULATION SERVED	COMMENTS
Change RESA-I data connection to 10M Ethernet.	Entire RESA-I service area	Implemented next steps in flow chart for RESA-I data connection changeover. Prepared requisition and purchase order. Hosted site walkthrough with Verizon field engineers.

AREA: Infrastructure Support cont.		
ACTIVITIES	POPULATION SERVED	COMMENTS
Discussions with State network engineers	Entire RESA-I service area	Gathered information for data circuit changeover.
Relocation of data circuits	Summers County	Activated T1 data circuit at new school. Moved services and equipment from old building to new.
Upgrade data circuits	Raleigh County	Multilink frame relay upgrades activated for 3 High and 1 Middle school.
Upgrade data circuits	Monroe County	Multilink frame relay circuits activated for 1 High and 1 Middle School.
Problem Escalation	McDowell County	Problem documentation and escalation process continued for problem circuit at Fall River.
State Networking Multiple Router Traffic Graph	Entire RESA-I service area	Requested updates for new bandwidth values and updated school information on state supported site.
Streaming Video Services	Entire RESA-I service area	Installation and testing of streaming media services on RESA-I server. Experimentation with configuration and bandwidth issues in an effort to offer additional web based multimedia services to the people we serve.
Online forms	Entire RESA-I service area	Updated several of the forms that we host on our website to reflect updates and to accept 10 digit local phone numbers.
Distance Learning	McDowell County	Continued support for Distance Learning classes in McDowell county through RESA-I MCU.
Paper conversion research	Raleigh County	Presented brief discussion on the possible scope and services that need consideration when implementing a paper conversion or ECM solution

AREA: Personnel		
ACTIVITIES	POPULATION SERVED	COMMENTS
Arrange peer training for new technician	Entire RESA-I service area	Scheduled peer training for new technician to provide best opportunity for hands on learning.

RESA-I STATUS REPORT	
PROGRAM:	MEDICAID
DATE:	MARCH 2009
STAFF:	JAMIE BAILEY
FUNDING SOURCE:	LOCAL / STATE

AREA: Medicaid Billing		
ACTIVITIES	POPULATION SERVED	COMMENTS
Billed Medicaid	McDowell	69,557.76
	Mercer	134,944.93
	Monroe	32,943.05
	Raleigh	338,094.38
	Summers	13,743.63
	Wyoming	

AREA: Medicaid		
ACTIVITIES	POPULATION SERVED	COMMENTS
Technical Assistance	McDowell	Assisted JoAnn Lane with questions concerning reimbursements and provider enrollment. Transmitted billing files and ran remittances.
	Mercer	Assisted with provider enrollment, transmitted billing and ran remittances.
	Monroe	Transmitted billing files and ran remittances.
	Raleigh	Assisted Beverly Winter and Joyce Carnes with numerous questions concerning reimbursement payment, remittance, transmittal reports, and provider enrollment. Transmitted billing files, ran remittances and TAI report.
	Summers	Transmitted billing files and ran remittances.
	Wyoming	Assisted with provider enrollment, transmitted billing files and ran remittances.

AREA: Medicaid		
ACTIVITIES	POPULATION SERVED	COMMENTS
Technical Assistance	All Counties	Spoke with Vickie Mohnacky concerning provider enrollment, and reimbursement reports. Prepared a Time and Effort Report for Medicaid and Special Education. Prepared Reimbursement and Transmittal Reports for all six counties. Prepared Professional Development / Service Report. Spoke with Unisys numerous times concerning provider enrollment and reimbursement payments for Raleigh County.
Meetings	Raleigh	Attended meeting at Raleigh County Special Education Office with Vickie Mohnacky, Cindy Hicks, Beverly Winter, Brenda Jones, and Joyce Carnes

AREA: Special Education		
ACTIVITIES	POPULATION SERVED	COMMENTS
Susan Barnes	Special Education	Prepared agenda, sign-in sheets, and evaluation forms for Pre-k Workshop at Tamarack. Worked Pre-K Workshop at Tamarack March 26 & 27, 2009 Created Contracts, Invoices for Book Study Program Copied invoices, forms, receipts, sent to Phillip Jarrell. Created labels, files, ran copies and mailed packets.

RESA-I STATUS REPORT	
PROGRAM:	PUBLIC SERVICE TRAINING
DATE:	March 2009
STAFF:	RICK RICE/SANDY HAWLEY
FUNDING SOURCE:	STATE

AREA: FIRE STARTED		
ACTIVITIES	POPULATION SERVED	COMMENTS
Emergency Vehicle Driving	Greenbrier	Frankford Fire Department
Firefighter 1	Braxton	Gassaway Fire Department
Firefighter 1	Greenbrier	Tri-county Fire Department
Firefighter 1	McDowell	McDowell 911
Firefighter 2	Mercer	Mercer County Fire Departments
Fire Officer 1	Greenbrier	Rainelle Fire Department
Fire Officer 2	Mercer	Mercer County Fire Departments
Hazardous Materials Monitoring	Greenbrier	Greenbrier Hotel
Hazardous Materials Awareness	Greenbrier	Ronceverte Fire Department
Hazardous Materials Awareness	Mercer	Bluefield Rescue Squad
Hazardous Materials Awareness	Mercer	Mercer County Firefighters
Hazardous Materials Awareness	Nicholas	Summersville Fire Department
Hazardous Materials Awareness	Summers	Summers County Fire Department
Hazardous Materials Awareness	Webster	Erbacon Fire Department
Self Contained Breathing App.	Greenbrier	White Sulphur Fire Department
Vehicle Rescue Operations	Raleigh	Ghent Fire Department

AREA: FIRE CLASSES COMPLETED		
ACTIVITIES	POPULATION SERVED	COMMENTS
Confined Space Rescue Refresher (2 Classes)	Braxton	Weyerhaeuser Corporation (42)
Emergency Vehicle Driving	Raleigh	Beaver Fire Department (19)
Firefighter 1	Greenbrier	Tri-county Fire Department (11)
Firefighter 1	Monroe	Linside Fire Department (17)
Firefighter 1	Raleigh	Rhodell Fire Department (15)
Firefighter 1	Summers	Summers County Fire Dept. (16)
Firefighter 2	Fayette	Nuttall Fire Department (9)
Firefighter 2	Greenbrier	Clintonville Fire Department (19)
Fire officer 1	Greenbrier	Rainelle Fire Department (16)
Fire officer 2	Greenbrier	Lewisburg Fire Department (23)
Fire Pumps & Sprinklers	Greenbrier	Greenbrier Hotel (24)
Hazardous Materials Awareness	Greenbrier	Williamsburg Fire Department (21)
Hazardous Materials Awareness	Mercer	Mercer County Firefighters (18)
Nims Incident Command - 300	Greenbrier	White Sulphur Fire Dept. (21)
Self Contained Breathing App.	Greenbrier	White Sulphur Fire Dept.(9)

AREA: EMS STARTED		
ACTIVITIES	POPULATION SERVED	COMMENTS
CPR	Fayette	National Park Service
CPR	Fayette	New River Rafting
CPR	Fayette	Republic Energy Mining

AREA: EMS STARTED cont.		
ACTIVITIES	POPULATION SERVED	COMMENTS
CPR	Greenbrier	Frankford Fire Department
CPR	McDowell	McDowell 911
CPR	Mercer	Athens Fire Department
CPR	Mercer	Mercer County Firefighters
CPR	Pocahontas	Cass
CPR	Pocahontas	Durbin
CPR	Pocahontas	Lowery Logging
CPR	Raleigh	Pettus Sub Station
CPR	Raleigh	Raleigh County Act
CPR	Raleigh	Rhodell Fire Department
CPR	Raleigh	Southern Regional Jail
EMT Mining	Fayette	Republic Energy Mining
FIRST AID	Fayette	New River Rafting
FIRST AID	Greenbrier	Frankford Fire Department
FIRST AID	Mercer	Athens Fire Department
FIRST AID	Mercer	Mercer County Firefighters
FIRST AID	Pocahontas	Durbin
FIRST AID	Pocahontas	Lowery Logging
First Responder Recertification	Fayette	National Park Service

AREA: EMS COMPLETED		
ACTIVITIES	POPULATION SERVED	COMMENTS
CPR	Fayette	National Park Service (4)
CPR	Fayette	New River Adventures (15)
CPR	Fayette	Montgomery (10)
CPR	Greenbrier	Frankford Fire Department (20)
CPR	McDowell	McDowell 911 (8)
CPR	Mercer	Athens Fire Department (10)
CPR	Mercer	Mercer County Firefighters (13)
CPR	Pocahontas	Cass (12)
CPR	Pocahontas	Durbin (5)
CPR	Pocahontas	Lowery Logging (22)
CPR	Raleigh	Raleigh County Act (15)
CPR (2 CLASSES)	Raleigh	MSHA/Beckley (20)
CPR	Raleigh	Pettus (14)
CPR	Raleigh	Southern Regional Jail (2)
CPR	Wyoming	Guyandotte Energy (17)
CPR	Wyoming	Oceana (1)
EMT MINING	Fayette	Montgomery (10)
EMT MINING	Raleigh	MSHA/Beckley (9)
EMT MINING	Wyoming	Guyandotte Energy (17)
FIRST AID	Fayette	New River Adventures (15)
FIRST AID	Greenbrier	Frankford Fire Department (20)
FIRST AID	Mercer	Athens Fire Department (9)
FIRST AID	Mercer	Mercer County Firefighters (11)
FIRST AID	Pocahontas	Durbin (5)
FIRST AID	Pocahontas	Lowery Logging (22)
FIRST AID	Raleigh	MSHA/Beckley (11)
FIRST RESPONDER RECT.	Fayette	National Park Service (4)

AREA: SCHOOL INSERVICE		
ACTIVITIES	POPULATION SERVED	COMMENTS
CPR FIRST AID CPR (2 CLASSES) FIRST AID (2 CLASSES)	Fayette County Fayette County Raleigh County Raleigh County	Teacher aide (41) Teacher aide (41) Transportation (19) Transportation (19)

AREA: MEETINGS		
ACTIVITIES	POPULATION SERVED	COMMENTS
Caanan Valley March 11 – 15, 2009	Public Service Training	Instructor Methodology Course
West Virginia Office Of Emergency Medical Services March 26, 2009	Dunbar	Discuss Basic EMT Certification

RESA-I STATUS REPORT	
PROGRAM:	SPECIAL EDUCATION
DATE:	March 2009
STAFF:	SUSAN W. BARNES
FUNDING SOURCE:	STATE / FEDERAL

AREA: Training		
ACTIVITIES	POPULATION SERVED	COMMENTS
RESA I Early Childhood Initiative (2 days)	55 principals registered, 46 attended	Two days of training were provided to building administrators who are preparing for Universal Pre-K (2012). Clayton Burch, Saun Floyd and Sally Byard provided workshops on ECERS-R, Head Start Standards and Transition and observation tools for principals.
SETLA: Special Education Teachers Leadership Academy Follow-up committee (2 days) Steering committee ((1 day)	Statewide	Details, agenda and assignments for the July SETLA have been made. Development of the training materials will continue through June. Programmatic level teams of 6 trainers will develop the content. The "follow-up" committee is working on meaningful activities for county teams subsequent to the Academy. These will consist of an Action Research Project and Book Study.
Standards Based IEP (1 day)	Statewide	Preliminary discussion with program and compliance departments of the Office of Special Programs was held subsequent to the lunch discussion of RESA I personnel on Dec. 11. A smaller committee has been established to review questions for an online survey to determine the level of understanding and depth of knowledge of sp ed teachers. The survey will be ready for review by the end of February. Training based on the results will begin by the end of March and will continue for the next 24 months.

AREA: Training cont.		
ACTIVITIES	POPULATION SERVED	COMMENTS
Continuous Improvement Focused Monitoring (5 days)	State meetings (2 days) County observations (3)	Presentation by Office of Achievement and Accountability. Monroe Co initiated an informal monitoring, observation, interview, and data collection process. Considered part on the CIFMP, this was a good exercise in preparation for an official monitoring. This observation process was begun and has been adopted by Summers Co.
Book Study (Sparks, How parents can ignite hidden strengths of teenagers)	3 Principals, 2 Teachers, 2 Counselors	Barbara McFadden and Susan Barnes are facilitating a book study to enhance parent participation and teacher enlightenment of students "sparks" promoting positive school climate and life long interests. Four consecutive weeks, the group met with great enthusiasm. Evaluation feedback: <ul style="list-style-type: none"> * PPT will be useful at school * I am using the information with kids * I like for group format and size * The agenda structure was good * It is a simple and inspirational idea * I learned to listen more * Ideas are easy to connect to my life and work * I've learned about engaging people in discovering their own sparks.

AREA: Program and Presentations		
ACTIVITIES	POPULATION SERVED	COMMENTS
RESA /OSP Staff Meetings	Statewide	The regular monthly two day meeting with RESA Special Education Directors and the Executive Director of the Office of Special Programs was held the third week of February. The primary focus of our work between now and July will be the second Special Education Teachers Leadership Academy (SETLA). Again this year about 150 sp. ed. teachers will meet in Charleston to plan the work of closing the achievement gap for students with disabilities.

AREA: Program and Presentations cont.		
ACTIVITIES	POPULATION SERVED	COMMENTS
County Administrators of Special Education	RESA I	The regular meeting was held on March 23 in Charleston to coincide with the Compliance training workshops.
Response to Intervention/ SLD Eligibility Guidance Document Review	Statewide	In preparation for SLD Eligibility determination training in April, OSP staff presented the guidance document for preview and editing.
Gateway Project (1 day)	Statewide	The WV Medicaid Infrastructure Grant (MIG) . This is a monthly meeting to conduct data analysis from multiple agencies.
WV Advisory Council for the Education of Exceptional Students	Regional meeting	Annually the WVACEES meets in each RESA for an update on accomplishments and concerns. This year the Council met in Union, Monroe Co.

RESA-I STATUS REPORT	
PROGRAM:	PROFESSIONAL DEVELOPMENT
DATE:	March 2009
STAFF:	LINDA BALLARD-PRICE
FUNDING SOURCE:	STATE / FEDERAL

AREA: RESA-I Staff Development Advisory Council Meeting – Friday, March 6, 2009		
ACTIVITIES	POPULATION SERVED	COMMENTS
<p>Coordinated the Annual RESA-I Staff Development Council Meeting.</p> <p>Provided a Matrix to the Regional Council of the six county five year plan topics for 2008-2009. This was for their review and planning the 2009-2010 Professional Development Opportunities.</p>	<p>McDowell County - 1</p> <p>Summers County - 1</p> <p>Wyoming County - 1</p> <p>Concord University - 2</p> <p>RESA-I - 3</p> <p>Total Attending - 8</p>	<p>Agenda Topics Covered:</p> <ul style="list-style-type: none"> • County Five Year Plan • AIM Higher Education Grant • RESA-I Five Year Plan <p>Round table discussions on regional professional development, grants and county requests. RESA-I information reported out on March 17, 2009 at the West Virginia State Staff Development Advisory Council Meeting with Secretary of Education Kay Goodwin. RESA-I also participated in the West Virginia Master Plan for Professional Development on March 18, 2009,</p>

AREA: RESA-I Teacher Mentor Training		
ACTIVITIES	POPULATION SERVED	COMMENTS
<p>Organized site facilities, presenter contact information, food service, county contact for participants, and billing for WVCPD to provide this training through RESA-I.</p>	<p>McDowell County 15</p> <p>Monroe/Summers Counties 9</p> <p>Wyoming County 12</p> <p>Total trained: 36</p> <p>Total Saturdays training: 6</p> <p>Total trainers involved : 3</p>	<p>County central office staff selected teachers to attend the two Saturday trainings to be mentor certified. Training framework covers the four domains of teaching:</p> <ul style="list-style-type: none"> *planning and preparation *the classroom environment *instruction *professional responsibilities <p>The themes of equity and high expectations are incorporated in the training. Based on Charlotte Danielson professional practice framework.</p>

AREA: RESA-I Substitute Training For April 2009		
ACTIVITIES	POPULATION SERVED	COMMENTS
Coordinated the Original and Recertification Substitute Training. Names must be submitted by the county personnel directors to attend the training.	Participating Counties McDowell County Mercer County Monroe County Raleigh County Wyoming County	Training Dates: *April 7-8, 2009 Substitute Teacher Recertification Training in Mercer and Raleigh County. *April 28-29, 2009 Substitute Teacher Original Certification Training in Mercer and Raleigh Counties. Schedule posted on RESA-1 Website.

Area: Resa-I Regional Social Studies Fair At Concord University On April 6, 2009		
ACTIVITIES	POPULATION SERVED	COMMENTS
Coordinating the site facilities, county on-line winner registration deadlines, registration of judges on line, food service for judges, parent activity, electronic data set up with county information and various project details on the RESA-I regional social studies fair at concord university on April 6, 2009. All counties were invited to participate. Winners will go the WVDE State Fair.	McDowell County Mercer County Summers County Concord University Staff RESA-I Staff	Projects are classified using three descriptors: division, category and type. Division: <ul style="list-style-type: none"> • Division i grades 4-5 • Division ii grades 6-8 • Division iii grades 9-12 Category: <ul style="list-style-type: none"> • Anthropology • Economics • Geography • Political science • Psychology • Sociology • State & local studies • U.s. history • World history Type: <ul style="list-style-type: none"> • Individual (one person) • Small group (2 -6 people) when a project is judged at the state fair, it will compete against other projects of the same division, category and type. For example, a division iii individual Project in u.s. history will compete only against other division iii individual projects in u.s. history.

RESA-I STATUS REPORT	
PROGRAM:	WVEIS
DATE:	March 2009
STAFF:	DEENA TYREE / SUSIE HANDY
FUNDING SOURCE:	STATE

AREA: WVEIS		
ACTIVITIES	POPULATION SERVED	COMMENTS
Backup/Extra System Saves	All Counties	30 Daily Saves all critical data Extra FMS and EMS saves and restores Entire System saved monthly Saves performed at Consolidation Site (RESA III)
Initializing Cartridges and Diskettes	All Counties	For use on AS400 for backup. Cartridges are at Consolidation Site (RESA III)
Program Updates/Upgrades	All Counties	All software changes and updates loaded at Consolidation Site (RESA III)
Equipment Failures	RESA-I	None to report
Devices/Configurations	All Counties	Devices configured as needed for new installations or problems in all counties
Phone Communication Failures	All Counties	GTE failures in Mercer, McDowell and Raleigh
System Jobs/Tasks	All Counties	Control Language Programming, Library and Program Maintenance. Library reorganization completed for all counties. Reorganized/cleaned up save files in preparation for AS400 System Maintenance performed at RESA-III

NARRATIVE: Daily Backups, Program Updates, Monthly Saves and AS400 Maintenance.

AREA: USER/PHONE SUPPORT		
ACTIVITIES	POPULATION SERVED	COMMENTS
Assisted All Schools on-line to WVEIS concerning all phases of software support.	All Counties	Designed various reports for all applications
Assisted all counties on-line with EMS, HMS, FMS, FAS and WHS.	All Counties	Assisted counties with Self-Backups, Queries, IQ.

AREA: IN-HOUSE DATA PROCESSING		
ACTIVITIES	POPULATION SERVED	COMMENTS
Query Design	All Counties	Designed FMS, EMS, HMS, and SMS Queries for all counties on-line. Implementing IQ software and security and Sequel software and security.
Database Maintenance and Development	All Counties	Printed fourth six weeks report cards for Raleigh County Schools. Printed grade verification sheets for various Raleigh County Schools. Printed rolodex cards for various middle and high schools.
User Menus	All Counties	Assigned menus to users as required.
EMS, FMS, WHS, HMS, FAS Processing	All Counties	Direct Deposit generated for Mercer County and Raleigh County transmitted via internet for Mercer and to BB&T for Raleigh. EMS Retirement submitted electronically for Raleigh County to the Retirement Board. Bank Reconciliation completed for RESA, Raleigh, McDowell, Summers, Mercer, Monroe and Wyoming County.

NARRATIVE: Assisted Users by phone, in person, system messages and emails.

AREA: WVEIS		
ACTIVITIES	POPULATION SERVED	COMMENTS
Assigned 2009-2010 Menus for various users. Assisted schools with Seventh Month Enrollment issues.	McDowell	Worked with Barbara Miller on setting up Next Year Scheduling
Assigned 2009-2010 Menus for various users. Assisted schools with Seventh Month Enrollment issues.	Raleigh	Conducted training session with Elementary and Secondary Principals & Secretaries on Web-Based WVEIS. Scheduled session for April 10 th for Elementary Next Year Scheduling. Conducted Next Year Scheduling Session with Bev Radford Park Middle School Counselor..
Assigned 2009-2010 Menus for various users. Assisted schools with Seventh Month Enrollment issues.	Monroe	Met with Lyn Guy and Mike Collins of James Monroe HS on scheduling issues for next year. Conducted Web-Based WVEIS Training at Monroe County Vo-Tech.

AREA: WVEIS cont.		
ACTIVITIES	POPULATION SERVED	COMMENTS
Assigned 2009-2010 Menus for various users. Assisted schools with Seventh Month Enrollment issues.	Summers	Worked with High School Counselors on issues with next year scheduling
Assigned 2009-2010 Menus for various users. Assisted schools with Seventh Month Enrollment issues.	Wyoming	Worked with Danny Lusk on next years scheduling.
Assigned 2009-2010 Menus for various users. Assisted schools with Seventh Month Enrollment issues.	Mercer	Work with Libby Privett on Various scheduling issues for 2009 – 2010.
Deena and Susie attended WVEIS County Contacts Meeting at Tamarack		Meeting was conducted by Marshall Patton, Melinda Shanklin & Rich Pullin from WVDE. RESA-I County Contacts from Mercer, Raleigh and Wyoming Counties were in attendance.

RESA-I STATUS REPORT	
PROGRAM:	ADULT BASIC EDUCATION & SPOKES
DATE:	March 2009
STAFF:	SHAWN COOK
FUNDING SOURCE:	STATE / FEDERAL

AREA: GED		
ACTIVITIES	POPULATION SERVED	COMMENTS
<ul style="list-style-type: none"> Administer the GED Exam Facilitated state level professional development for four new examiners. Monitored examiners as they completed field experience 	Mercer, Monroe, Pocahontas, Raleigh and Summers Counties	<ul style="list-style-type: none"> GED examination administered to 44 examinees. Exam was also delivered to one participant requiring special accommodations.

AREA: ABE		
ACTIVITIES	POPULATION SERVED	COMMENTS
<ul style="list-style-type: none"> ABE classes Technical Assistance Professional Development Working with Greenbrier and Braxton counties to develop additional ABE programming and medical transcriptionist program 	OIEP, Greenbrier, Pocahontas, Summers, Webster & Braxton.	<ul style="list-style-type: none"> Under RESA direction 1 full time and three part-time ABE classes conducted. Provided technical assistance and supervision to identified programs. Worked with Snowshoe Center partners to offer life skills and other programs for day report clients.

AREA: SPOKES		
ACTIVITIES	POPULATION SERVED	COMMENTS
<ul style="list-style-type: none"> Staff Development. Classroom instruction Monitoring 	Programs in all counties	Conducted seven days of program monitoring.

AREA: RESA		
ACTIVITIES	POPULATION SERVED	COMMENTS
<ul style="list-style-type: none"> Met with audit team State Staff Meeting 		

RESA-I STATUS REPORT	
PROGRAM:	MATHEMATICS & SCIENCE PARTNERSHIP
DATE:	March 2009
STAFF:	KERRY RICHMOND
FUNDING SOURCE:	LOCAL / STATE

AREA: MATHEMATICS & SCIENCE PARTNERSHIP		
ACTIVITIES	POPULATION SERVED	COMMENTS
Coordinating the STEMulating Student Achievement in Science and Mathematics Project Activities	RESA-I	<p>Continuous communication with the teachers involved in the project.</p> <p>Meetings with Keith Butcher and Linda Ballard-Price on decisions regarding the project.</p> <p>Evaluating data returned from the teacher assessments to determine areas of weakness that need to be addressed through professional development.</p> <p>Evaluating end of 1st semester student assessments to determine if performance and knowledge have improved.</p> <p>Evaluating 2nd semester student pre-assessments.</p>
Conducted classroom visits of teachers and monthly meetings with teachers involved in the project.	RESA-I	<p>I conducted visits to the classrooms of the teachers in the experimental group. I observed and assisted the teachers and students with classroom activities and asked them if they had any questions, concerns, or needs from me. Teachers presented on assigned chapter(s) of Differentiating Instruction Using Technology by Amy Benjamin book study and are incorporating strategies from the text into their classrooms.</p>
WIKI set-up on WVDE web site	RESA-I	<p>A WIKI has been set up on the WVDE website for the STEMulating Student Achievement in Science and Mathematics Project. Questions are being posted monthly that the teachers have to respond to as well as any important information I need to convey to them. Please take time to visit: http://wiki.k12.wv.us/mathscience/doku</p>

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ACTIVITIES	POPULATION SERVED	COMMENTS
WIKI set-up on WVDE web site	RESA-I	A WIKI has been set up on the WVDE website for the STEMulating Student Achievement in Science and Mathematics project. Questions are being posted monthly that the teachers have to respond to as well as any important information I need to convey to them. Please take time to visit: http://wiki.k12.wv.us/mathscience/doku.php?id=stemulating:start

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ACTIVITIES	POPULATION SERVED	COMMENTS
Blog set up for MSP Project on Blogger	RESA-I	A blog has been set up on Blogger for the STEMulating Student Achievement in Mathematics and Science Project. This blog is used for communication between teachers and myself and well as between the teachers. Please take time to visit: http://resalmsp.blogspot.com/
WVDE Webtop Community	RESA-I	A WEBTOP Community has been set up for the RESA-I MSP. Please feel free to visit.
Google Site	RESA-I	A Google website has been set up for posting videos of the professional development sessions as well as for posting documents that are to be completed by the teachers. Please take time to visit: https://sites.google.com/a/wvde.k12.wv.us/resa-i-msp/