

# Minutes

**Regional Council Meeting  
Beckley, West Virginia  
August 13, 2010**

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## **ATTENDANCE:**

### **Regional Council Members Present**

Dr. Deborah Akers, Superintendent, Mercer County  
Dr. Sarah Brown, Chief Instructional Leader, Summers County  
J. Michael Callaway, Board Member, McDowell County  
Jim Brown, Superintendent, McDowell County  
Dr. Gene Coulson, West Virginia Department of Education  
Teresa Farley, Teacher, Mercer County  
Vickie Hinerman, Superintendent, Summers County  
Dr. Charlotte Hutchens, Superintendent, Raleigh County  
Mary Alice Kaufman, Board Member, Mercer County  
Frank Blackwell, Assistant Superintendent, Wyoming County  
Morgan Davis, Board Member, Wyoming County  
Dr. Kathy Liptak, Concord University  
Danny Lively, Board Member, Monroe County  
David Ballard, Board Member, Summers County  
Dr. Tom Blevins, Bluefield State College

### **Regional Council Members Not Present**

Clyde Stepp, Principal, Raleigh County  
Dr. Kevin Siers, Superintendent, Monroe County  
Cynthia Jafary, Board Member, Raleigh County

### **RESA-1 Staff Present**

Keith Butcher, Executive Director, RESA 1  
LaDawn Mitchem, Executive Secretary, RESA 1  
Jamie Bailey, Medicaid Specialist, RESA 1  
Darrin Butcher, Treasurer, Raleigh County Schools

### **Call to Order**

The meeting was called to order at 10:05 am by Chair Dr. Deborah Akers, Superintendent, Mercer County Schools.

### **Guest Presentation**

Dr. E. Wayne Harris, COTA Visiting Professor at Virginia Tech and Dr. N. Wayne Tripp, Educational Leadership Program at Virginia Tech presented information on mentoring programs available at Virginia Tech for new school administrators and aspiring school superintendents.

## **REPORTS:**

**Financial Report Update:** The financial reports for June and July 2010 were posted online prior to the meeting and were available for review. Darrin Butcher, RESA CFO, and Keith Butcher, RESA-1 Executive Director, were available for discussion or to answer any questions. There were no questions and no discussion.

**Medicaid Report Update:** The Medicaid Report for June and July 2010 were posted online prior to the meeting and were available for review. Jamie Bailey, Medicaid Specialist with RESA 1 was available for discussion. There were no questions and no discussion.

**Employee Status Reports:** The employee status reports for June and July 2010 were posted online prior to the meeting and were available for review. There were no questions or discussion concerning the status reports.

**State Department Report:** Dr. Gene Coulson provided information to the Regional Council on State Board and WVDE initiatives. The council discussed high school organization and curriculum, career and technical education and the newly approved GED option for high school students.

## **EXECUTIVE DIRECTOR'S REPORT**

### **Grant Awards**

<b>Program</b>	<b>Number</b>	<b>Staff</b>	<b>Amount</b>
Adolescent Health – DHHR	G-110288	McFadden	\$72,500
Technical Repair and Modernization – State	C-342364	Watson	\$112,097.87
Router Maintenance – State	C-341959	Watson	\$20,000
Vocational Education – State	C-341631	Miller	\$14,000
ABE Teacher Training – Federal	C-342857	Miller	\$33,370
ABE Teacher Training – State	C-341815	Miller	\$170,713
Public Service Training – State Instruction	C-341721	Rice	\$76,050
Public Service Training – State Coordination	C-341723	Rice	\$197,449
ABE – Federal Coordination	C-342855	Cook	\$50,417
GED Scholarships – State	C-342623	Cook	\$70,000
ABE SPOKES – Federal	C-342635	Cook	\$1,027,269
GED Scholarships – State	C-327063	Cook	\$7,000
ABE - State	C-341816	Cook	\$38,562
ABE – State Coordination	C-341818	Cook	\$83,694
WVEIS		Tyree/Handy	\$100,000
Tech Prep	C-342568	Boyd	\$90,000
ABE- TANF Assessment	C-342645	Smith	\$90,772

### **RESA 1 Leadership Series**

Linda Price will be working with the district Professional Development Coordinators to reschedule the RESA 1 Leadership Series training for school and county administrators. Administrators will receive training on the latest Legislative, Legal and Grievance Board decisions as well as training on Employee Evaluation and Improvement Plan development.

## **Employment**

RESA 1 is working with districts and state agencies to fill four employment vacancies: Adolescent Health Coordinator, Regional Schools Wellness Specialist, Technology Systems Administrator for Summers County, and Technology Systems Technician for Mercer County.

## **Substitute Teacher Training**

Substitute teacher training for RESA 1 has been scheduled for September 22nd and 24th in Princeton and Beckley.

## **National Board Certification of Teachers**

The RESA 1 professional salary schedule, approved by the Regional Council in 2007, did not include a supplement for national Board Certification of Teachers (NBCT). After discussion, Mr. Butcher stated that no RESA 1 supplement for NBCT would be proposed for RESA 1 employees.

## **INFORMATION AND DISCUSSION:**

### **RESA 1 Policy Manual: Keith Butcher**

Mr. Butcher reported that the State Board of Education had approved a common policy and procedures manual for all RESAs. Each RESA now has the task of aligning individual RESA specific policies to be approved by each Regional Council. Mr. Butcher discussed the process for revising RESA 1 specific policies. A committee will be designated to review and draft any proposed changes to RESA 1 specific policies. Proposed changes will be brought for discussion to the Regional Council and then placed on a public comment period for a period of not less than 20 days. At a subsequent meeting, the Council will review comments received and approve the policy changes or refer policies back to the committee for further consideration.

### **RESA 1 Strategic Plan:**

Keith Butcher stated that RESAs were still waiting for the approved State Strategic Plan template and that approved plans needed to be approved by WVDE in October. After discussion, it was decided that a Strategic Plan would be developed using the current plan format and then revised if necessary.

## **ACTION:**

1. Motion by David Ballard and seconded by Michael Callaway to accept the June 2010 Minutes. Motion passed and the April Minutes were approved.
2. Motion by Frank Blackwell seconded by David Ballard to accept the Monthly Financial Reports for June and July 2010. Motion passed. Monthly Financial Reports were accepted.
3. Motion by Frank Blackwell and seconded by Mary Alice Kaufman to approve the selection of Sullivan & Webb to conduct the annual financial statement audit for the years ending June 30, 2010, June 30, 2011 and June 30, 2012. Motion Passed.
4. Motion by Mary Alice Kaufman and seconded by Michael Callaway to approve the recommended computer technician salary schedule. Motion Passed. The salary schedule was approved.
5. Election of Officers for the 2010-2011 year. Nomination of Dr. Akers to serve as Chair of the Regional Council was made by Frank Blackwell, seconded by Keith

Butcher. There were no other nominations. Dr. Akers was elected Chair. Nomination by Frank Blackwell of Vickie Hinerman to serve as Vice-Chair of the Regional Council and seconded by Morgan Davis. There were no other nominations. Vickie Hinerman was elected Vice-Chair of the Regional Council for the 2010-2011 year.

6. Motion by Frank Blackwell to adjourn the August, 2010 Regional Council Meeting at 11:46 am.

Respectfully submitted,

Signed Copy on File

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Keith Butcher, Executive Director  
RESA-1

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Date