

RESA-I STATUS REPORT	
PROGRAM:	WV ABE Technology Coordination
DATE:	August, 2010
STAFF:	Louise Miller
FUNDING SOURCE:	State and 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. Administrative Reports moved to AEMIS site b. Class Profile Spreadsheet for local use c. Professional Development updates made	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 6. Classes Created on an as needed basis due to the start of a new program year	WV Adult Basic Education (ABE) Instructors / Administrators Statewide	
AEMIS FAQ/Requests This Month 1. Student enrollment and student deletions due to the start of a new year 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	WV Adult Basic Education (ABE) Instructors / Administrators Statewide	

AREA:	Professional Development Provided	
ACTIVITIES	POPULATION SERVED	COMMENTS
None		

AREA:	Professional Development Attended	
ACTIVITIES	POPULATION SERVED	COMMENTS
NRS Policy Meeting	WVABE Statewide	August 3-6, 2010 Washington, DC

AREA:	Misc.	
ACTIVITIES	POPULATION SERVED	COMMENTS
WVABE AEMIS / Technology Update	WVABE Statewide	August 13, 2010 Charleston, WV Debbie Varner, ABE Director Barry Kelly, Assistant Director
Technology Update	WVABE Statewide	August 16, 2010 Beckley, WV Louise Miller Debbie Walker Shalom Tazewell

RESA-I STATUS REPORT	
PROGRAM:	WV Works Assessment Specialist
DATE:	August 2010
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 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 13 counties in timely, efficient manner. Administered Emotional Health Inventory and Learning Needs Screening in all 13 counties. Administered Workkeys Assessment in one county.

AREA: Coordination		
ACTIVITIES	POPULATION SERVED	COMMENTS
Accumulated statistical data from counties; prepared monthly reports and transmitted to State Department of Education.	WVDE	

RESA-I STATUS REPORT	
PROGRAM:	Technology Services
DATE:	August, 2010
STAFF:	John D. Watson
FUNDING SOURCE:	State and Local

AREA: Repair and Installation Services		
ACTIVITIES	POPULATION SERVED	COMMENTS
Ten field technicians responding to work orders and assistance requests.	Entire RESA 1 service area	The team of 10 field technicians responded to 1020 work orders and assistance requests throughout the service area. The technicians addressed 78 server issues 57 network issues 12 WVEIS issues 6 data circuit issues 21 router issues 773 workstation issues 73 printer and miscellaneous issues

AREA: Training		
ACTIVITIES	POPULATION SERVED	COMMENTS
Provide training and support for technicians.	Entire RESA 1 service area	Onsite and remote support for technician projects, network issues, device configuration, etc. Best practice recommendations and advice. Recommend, order, and deliver requested equipment and supplies
Network Infrastructure Certification	Entire RESA 1 service area	Working with upgrading certification equipment to include new standards. Certification tools sent to Fluke for upgrade and calibration

AREA: Infrastructure Support		
ACTIVITIES	POPULATION SERVED	COMMENTS
Bandwidth consultations	Entire RESA 1 service area	Continued to gather data on several projects in various stages of implementation and discussed with several technicians. Router and switch utilization practices were brought up with the state network engineers for recommendation. Requested purchases and quotes provided.
Bandwidth upgrade/consolidation	McDowell County	Configured the router for the Riverview consolidation, upgraded WIC capacity, and sent to county for installation. Added to database, tested connections. Assisted with temporary network installation to facilitate opening date.

Bandwidth upgrade	Summers County	Worked with the county technician, state engineer, vendor engineer, and vendor support to upgrade the schools in Summers County to Broadband. Graphic network monitoring is in place and the upgrade is active.
RESA 1 Website	Entire RESA 1 service area	The revised RESA 1 website was placed into active service the previous month. Several form updates and mislocated pages have been corrected this month.
RESA 1 broadband connection	Entire RESA 1 service area	Requested quotes for direct fiber connection to building 6.

AREA: Personnel		
ACTIVITIES	POPULATION SERVED	COMMENTS
Technician accountability.	Entire RESA 1 service area	Continued improved tracking and verification procedures for timesheet related issues. Requested additional documentation and corrections to anomalous entries.
Hiring of IT/LV system administrator	Summers County	Interviewed candidates and administered skills assessment. Filled position as posted. Worked with county administrators to complete a rapid assumption of responsibilities in Summers Co. to have someone in place for the beginning of school.
Posting for IT Systems Technician	Mercer County	Posted position announcement on RESA 1 website, local newspaper, and Internet job sites. Interviewed candidates and administered skills assessment. Filled position as posted. Candidate to begin next month.

AREA: Special Projects		
ACTIVITIES	POPULATION SERVED	COMMENTS
Summers After School Program	Summers County	Procured quotes and ordered materials for mobile technology initiative.
Spokes (various locations)	Entire RESA 1 service area	Installation of new copy equipment

RESA-I STATUS REPORT	
PROGRAM:	MEDICAID
DATE:	August 31, 2010
STAFF:	JAMIE BAILEY
FUNDING SOURCE:	STATE & LOCAL

AREA:	MEDICAID BILLING	
ACTIVITIES	POPULATION SERVED	COMMENTS
Billed Medicaid	McDowell	10,748.21
	Mercer	11,084.88
	Monroe	8,779.92
	Raleigh	9,808.87
	Summers	
	Wyoming	14,982.06

AREA:	MEDICAID	
ACTIVITIES	POPULATION SERVED	COMMENTS
Technical Assistance	McDowell	Transmitted billing files and ran remittances.
	Mercer	Transmitted billing and ran remittances.
	Monroe	Transmitted billing files and ran remittances.
	Raleigh	Transmitted billing files, ran remittances, batch report and TAI report.
	Summers	Transmitted billing files and ran remittances.
	Wyoming	Assisted Terry Thorn with reimbursement totals. Transmitted billing files and ran remittances.

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AREA:	Medicaid	
ACTIVITIES	POPULATION SERVED	COMMENTS
Technical Assistance	All Counties	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.
Meetings	All Counties	Held training at RESA-I to update the six counties on changes with Medicaid billing and procedures for the new school year.

AREA:	Special Education	
ACTIVITIES	POPULATION SERVED	COMMENTS
Susan Barnes	Special Education	Made copies, faxed and mailed packets

RESA-I STATUS REPORT	
PROGRAM:	PUBLIC SERVICE TRAINING
DATE:	AUGUST 1 - 31, 2010
STAFF:	RICK RICE/SANDY HAWLEY
FUNDING SOURCE:	STATE

AREA:	FIRE CLASSES STARTED	
ACTIVITIES	POPULATION SERVED	COMMENTS
Firefighter Training (Firefighter 1/ Hazardous Materials/First Aid-CPR)	Summers	Pipestem Fire Department
Fire Officer 1	Fayette	Fayette Plateau/Vo Tech
Fire Officer 2	Fayette	Fayette Plateau/Vo Tech
Hazardous Materials Awareness	Monroe	Union Fire Department
Incident Command NIMS ICS - 400	Nicholas	Nettie Fire Department
Swift Water Awareness	Fayette	Oak Hill Fire Department
Swift Water Operations	Fayette	Oak Hill Fire Department

AREA:	FIRE CLASSES COMPLETED	
ACTIVITIES	POPULATION SERVED	COMMENTS
Emergency Vehicle Driving	Fayette	Nuttall Fire Department (15)
Incident Command/NIMS ICS – 300	Nicholas	Nettie Fire Department (21)
Swift Water Awareness	Fayette	Oak Hill Fire Department (15)
Swift Water Operations	Fayette	Oak Hill Fire Department (18)

AREA:	EMS CLASSES STARTED	
ACTIVITIES	POPULATION SERVED	COMMENTS
Basic EMT	Braxton	Weyerhaeuser
Basic EMT	McDowell	McDowell 911
Basic EMT	Mercer	Princeton
Basic EMT	Pocahontas	Marlinton
Basic EMT	Raleigh	MSHA/Beckley
Basic EMT Recertification	Braxton	Braxton EMS
Basic EMT Recertification	Pocahontas	Marlinton
CPR	Braxton	Braxton EMS
CPR	Braxton	Weyerhaeuser
CPR	McDowell	McDowell 911
CPR	Mercer	Princeton
CPR (4 Classes)	Nicholas	Brooks Run Coal
CPR	Pocahontas	Marlinton
CPR (4 Classes)	Raleigh	ICG Coal
CPR	Raleigh	Marfork Coal
CPR (2 Classes)	Raleigh	MSHA/Beckley
CPR	Raleigh	Patriot Coal
CPR	Raleigh	Southern Safety
CPR	Summers	Summers County Workforce
EMT Mining Recertification (4 Classes)	Nicholas	Brooks Run Coal
EMT Mining Recertification (4 Classes)	Raleigh	ICG Coal
EMT Mining Recertification	Raleigh	Marfork Coal
EMT Mining Recertification	Raleigh	MSHA/Beckley
EMT Mining Recertification	Raleigh	Patriot Coal
EMT Mining Recertification	Raleigh	Southern Safety
First Aid	Summers	Summers County Workforce

AREA:	EMS CLASSES COMPLETED	
ACTIVITIES	POPULATION SERVED	COMMENTS
Basic EMT	Raleigh	Jan Care Ambulance (16)
CPR	Braxton	Braxton EMS (9)
CPR (5 Classes)	Nicholas	Brooks Run Mining (54)
CPR (5 Classes)	Raleigh	ICG Mining (435ulance (16)
CPR	Raleigh	MSHA/Beckley (18)
CPR (3 Classes)	Raleigh	Patriot Coal (47)
CPR	Raleigh	Southern Safety (12)
CPR	Summers	Pipestem Fire department (23)
CPR	Summers	Summers County Workforce (11)
CPR	Wyoming	Stat Ambulance Service (2)
EMT Mining	Raleigh	MSHA/Beckley (7)
EMT Mining Recertification (5 Classes)	Nicholas	Brooks Run Mining (54)
EMT Mining Recertification (5 Classes)	Raleigh	ICG Mining (35)
EMT Mining Recertification	Raleigh	MSHA/Beckley (12)
EMT Mining Recertification (3 Classes)	Raleigh	Patriot Coal (47)
EMT Mining Recertification	Raleigh	Southern Safety (12)
First Aid	Summers	Pipestem Fire Department (23)
First Aid	Summers	Summers County Workforce (8)

AREA:	SCHOOL IN-SERVICE	
AED Training	Wyoming	Teachers/Service Personnel (22)
CPR	Fayette	Service Personnel (41)
CPR	McDowell	Teachers (34)
CPR	Nicholas	Coaches (24)
CPR	Raleigh	Transportation (42)
CPR	Summers	Service Personnel
CPR	Wyoming	Teachers/Service Personnel (53)
First Aid	Fayette	Service Personnel (41)
First Aid	McDowell	Teachers (34)
First Aid	Nicholas	Coaches (24)
First Aid	Raleigh	Transportation (42)
CPR	Summers	Service Personnel
First Aid	Wyoming	Teachers/Service Personnel (53)
School Bud Driving	Webster	Transportation (21)

AREA:	MEETINGS	
ACTIVITIES	POPULATION SERVED	COMMENTS
Flatwoods, August 11 – 12. State Fire Commission	West Virginia Firefighters	Represent RESA

RESA one STATUS REPORT		
PROGRAM:	Special Education	
DATE:	August, 2010	
STAFF:	Susan W. Barnes	
FUNDING SOURCE:	State and Federal	
AREA: Training		
ACTIVITIES	POPULATION SERVED	COMMENTS
RESAs PD	RESA 1 and statewide	RESA directors, staff development coordinators and special education directors participated in a conference call to ascertain how RESAs can coordinate and/or collaborate with WVDE and the Center for Professional Development.
Transformational Specialists Training	Low performing schools	The Offices of Title I, Title II and Organizational Effectiveness & Leadership conducted a three day workshop for technical assistance providers to Tier 1 schools. Two days were spent learning strategies to enhance teacher engagement in professional development. Day 3 focused on the work of the Statewide System of Support (SSOS).
<i>Standards Based Classrooms to Support Student Success</i>	Monroe Co. Teachers	Based on the work of Voltz, Sims, and Nelson in <i>Connecting Teachers, Students and Standards</i> , this workshop was designed to engage teachers in strategies to promote looking at how students learn from different perspectives to enhance student success through differentiating and scaffolding instructional practices. Participants will receive on-going support monthly through electronic formats for lesson plans which reflect multiple levels of differentiation to meet the needs of all students. Additional follow-up will be provided by on site observations of those lessons being implemented.
AREA: Program and Projects		
ACTIVITIES	POPULATION SERVED	COMMENTS
RESA/OSP Staff meeting	All RESA SE Directors	The regular monthly meeting was held on August 25/26. The agenda included discussion on the following topics: Developing 21 st C. Learning for Students with Significant Cognitive Disabilities, the SSOS update, the Fall Leadership Conference and RESA developed PD on Depth of Knowledge and Differentiating Instruction.
Procedural Safeguards Brochures	McDowell, Wyoming, Summers	Brochures were delivered for distribution to families. Mercer Co. brochures were previously delivered.

RESA-1 STATUS REPORT	
PROGRAM:	Professional Development
DATE:	August 2010
STAFF:	Linda Ballard-Price
FUNDING SOURCE:	State & Federal

RESA-1 College Foundation of West Virginia (CFWV) Workshop planned for November 10, 2010		
ACTIVITIES	POPULATION SERVED	COMMENTS
Organizing the RESA 1 CFWV.com trainings with Heather E. McChesney, Coordinator of Curriculum and Professional Development for Division of Student Success and P-20 Initiatives for West Virginia Higher Education Policy Commission at RESA 1 from 9:00 A.M – 3:00 P.M. on November 10, 2010.	RESA-1Counties	Interested individuals will complete registration at cfww.com. This is a one-stop shop for information about planning, applying, and paying for college. The West Virginia Higher Education Policy Commission, West Virginia Council for Community and Technical College Education, West Virginia GEAR UP, and West Virginia Department of Education will sponsor this free source for college and career planning. CFWV is available at www.cfww.com . During this workshop, educational stakeholders will learn how to effectively and efficiently use cfww.com to help guide students and parents as they explore postsecondary education and career options. Workshop Topics: Overview of CFWV.com, Who USES CFWV.com, Educator Tour of Site, Student Tour of Site, Adult/Parent Tour of Site, Account Set Up, The Pro Center, The Aligned Curriculum, The Tools, and The Reports.

RESA 1 Acuity and WV Writes Training		
ACTIVITIES	POPULATION SERVED	COMMENTS
Coordinating with John Miller, Coordinator for the WVDE Office of Assessment, Accountability and Research for county participant registration and site facility arrangements for two days of training on the following topics: ACUITY Assessment Focused on Learning and WV Writes. Training held at Beckley Elementary School on August 5 and August 6, 2010 for all six RESA 1 counties. Vaughn Rhudy, WVDE Coordinator conducted	RESA-1 Counties Served : Day One: Acuity August 5, 2010 Mercer County -18 McDowell County-4 Wyoming County – 3 RESA 1 – 2 Total Trained: 27 Day Two: Acuity August 6, 2010 Monroe County- 7	Acuity is a web-based platform that provides schools with assessment, feedback, scoring and reporting. Acuity provides interim and formative assessments designed to inform teaching and improve student learning. WVDE recommended dates for Acuity 2010/2011 benchmark testing are: Benchmark 1: October 18-November Benchmark 2: December 13-January 14 Benchmark 3: March 7 – April 1

<p>the WV Write sessions and John Miller trained participants in Acuity.</p>	<p>Raleigh County –14 Summers County – 4 Total Trained: 25</p> <p>Total Both Days: 52 Day One: WV Writes August 5, 2010 McDowell County- 4 Mercer County – 16 Wyoming County- 4 Raleigh County – 1 RESA 1-1 Total Trained: 26</p> <p>Day Two: WV Writes August 6, 2010 Monroe County -6 Raleigh County- 16 Summers County – 4 RESA 3 – 1 Total Trained: 27 Total Both Days: 53 Grand Total: 105</p>	<p>West Virginia Writes is the state-wide professional development in writing for RESAs, administrators and teachers in areas of process writing, writing assessment (rubrics), content-area writing, and technology and writing in the 21st century. Refer to http://wvde.state.wv.us/instruction/WVWrites.html detailed information on Writing Institutes, Writing Modules, Writing Connections: Content, Learning Skills and Technology Tools, Process Writing, Technical Writing: Real World Writing in the 21st Century, On demand Writing, Content Area Writing Strategies, WV Writes Cadre and Writing Resources.</p>

AREA:	RESA 1 Peer Review	
ACTIVITIES	POPULATION SERVED	COMMENTS
<p>Assisting Denise White, Coordinator, Instruction & Professional Development WVDE Office of Instruction with the RESA 1 November 8, 2020 Peer Review to be held at RESA 1 from 4:00 p.m.- 7:30 p.m.</p>	<p>RESA 1</p>	<p>The following schools from RESA 1 will attend the November 8, 2010 meeting with fifty educators.</p> <ul style="list-style-type: none"> Welch Elementary Mount View High School Bluefield Intermediate Ceres Elementary Montcalm High School Mountain View Elementary/Middle Sandy River Middle

AREA:	Collaborative Teams Network (CTN)	
ACTIVITIES	POPULATION SERVED	COMMENTS
<p>Working with Lisa Youell, State School Improvement Specialist and Linda Bragg, Coordinator, WVDE Office of Title II, III, and System Improvement with The West Virginia Collaborative Teams Network for RESA 1. Total of thirty – eight schools have been selected statewide and over three hundred educators will be working together to create and sustain powerful teacher collaborative teams that generate</p>	<p>RESA 1 Counties</p> <p>Raleigh County 16 Educators</p> <p>Summers County 5 Educators</p>	<p>The following schools have been selected from RESA 1:</p> <ul style="list-style-type: none"> Sophia Soak Creek Elementary PK-5 Lori Knight, Principal Enrollment: 289 Bradley Elementary PK-5 Sandra Sheatsley, Principal Enrollment: 485

<p>continuous improvement in teaching and learning. They will build toward full implementation over a two-year period, providing a model for the state.</p> <p>The leadership teams from the 2010-11 CTN schools will engage in a year-long professional development and networking experience focused on improving student learning through formative assessment practices and collaborative team processes. They will translate their learning into practice as they facilitate their respective team meetings at school. CTN Schools will be supported by the RESA CTN team leader (Professional Development Directors) and CTN liaisons from WVDE led by Lisa Youell, State School Improvement Specialist.</p>		<p>Coal City Elementary PK-5 Phyllis Newcomb, Principal Enrollment: 321</p> <p>Talcott Elementary PK-5 Rhonda Shaver, Principal Enrollment: 155</p> <p>Total Student Enrollment for all four elementary schools 1,250.</p> <p>Team of twenty-one educators including principals will represent RESA 1.</p> <p>First Face-To-Face Workshop will be held at Stonewall Resort, Roanoke, WV on October 24-26, 2010.</p> <p>First Elluminate Interactive Web Conference will be held on November 30, 2010 at 3:30p.m.</p>
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Status Report

PROGRAM: WVEIS

DATE: 08/31/10 PAGE 1 OF 3

STAFF: Deena Tyree/Susan Handy

FUNDING SOURCE: State

AREA:

ACTIVITIES	POPULATION SERVED	COMMENTS
Backups/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, 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.

Status Report

STAFF: Deena Tyree/Susan Handy

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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 and Web-Based WVEIS.

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 Master Schedules, Student Schedules, Teacher Rosters and Student Rolodex Cards for various Middle and High Schools in Raleigh County. Printed Student Profile Sheets for various Raleigh County 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 Counties.

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

Status Report

STAFF: Deena Tyree/Susan Handy

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AREA: WVEIS

ACTIVITIES	POPULATION SERVED	COMMENTS
Set up New Users as requested. Set up User Assignments for 2010-2011 School Year. Set up Schools Calendars for new year.	MCDOWELL	Assisted schools with next year scheduling. Conducted Training Session on Web-Based WVEIS for secretaries & attendance director.
Set up New Users as requested. Set up User Assignments for 2010-2011 School Year. Set up Schools Calendars for new year.	RALEIGH	Assisted schools with next year scheduling.
Set up New Users as requested. Set up User Assignments for 2010-2011 School Year. Set up Schools Calendars for new year.	MONROE	Worked with James Monroe High School & Mountain View Elem/Middle on next year scheduling.
Set up New Users as requested. Set up User Assignments for 2010-2011 School Year. Set up Schools Calendars for new year.	SUMMERS	Assisted schools with next year scheduling.
Set up New Users as requested. Set up User Assignments for 2010-2011 School Year. Set up Schools Calendars for new year.	WYOMING	Assisted schools with next year scheduling.

<p>Set up New Users as requested. Set up User Assignments for 2010-2011 School Year. Set up Schools Calendars for new year.</p>	<p>MERCER</p>	<p>Assisted schools with next year scheduling. Conducted training sessions with School Nurses and Administrators on Web-Based WVEIS.</p>

RESA-I STATUS REPORT	
PROGRAM:	Adult Basic Education & SPOKES
DATE:	August 2010
STAFF:	Shawn Cook, Nancy Shannon & Peter Minogue
FUNDING SOURCE:	State & Federal

AREA:		GED	
ACTIVITIES	POPULATION SERVED	COMMENTS	
<ul style="list-style-type: none"> Administer the GED Exam. Verified diploma obtainment for examinees Assisted ABE instructors with registering students for the GED exam. 	Mercer, Raleigh, Summers Counties	<ul style="list-style-type: none"> GED examination administered to 50 examinees year to date. 	
AREA:		ABE	
ACTIVITIES	POPULATION SERVED	COMMENTS	
<ul style="list-style-type: none"> ABE classes Technical Assistance Working with Wyoming County to implement program in the Mullens area. Facilitated Wyoming ABE graduation Attended partner meetings Worked with Venida McDaniels and Glenn Smith in program development for Boone-Raleigh Technical Center. 	CCS, OIEP, Braxton, Greenbrier, Nicholas, Pocahontas, Summers, Webster, Wyoming & 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. 	
AREA:		SPOKES	
ACTIVITIES	POPULATION SERVED	COMMENTS	
<ul style="list-style-type: none"> Monitoring Conducted quarterly staff meeting and staff development. Mentored with developing teacher in McDowell County, developing strategic plan for program improvement. Developed program improvement plan for Wyoming & McDowell programs and began implementation. 	Programs in all counties	<ul style="list-style-type: none"> Under RESA direction 9 full time and 1 part-time Spokes classes conducted. Conducted 4 walk-throughs: 9 total for the year. 	
AREA:		RESA	
ACTIVITIES	POPULATION SERVED	COMMENTS	
<ul style="list-style-type: none"> annual leave-6 days 	Cook family		