

RESA-I STATUS REPORT	
PROGRAM:	ABE TECHNOLOGY COORDINATION
DATE:	December 2010
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. Class Profile Spreadsheet for local use updated to reflect six years b. Professional Development updates made 4. User passwords not being e-mailed appropriately ... passwords being e-mailed by Louise directly to Users	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. Passwords reviewed and updated on an as needed basis ... e-mailed directly to Users by Louise upon request	WV Adult Basic Education (ABE) Instructors / Administrators Statewide	
AEMIS FAQ/Requests This Month		
1. Duplicate SSNs a. Request submitted to Strictly Business that a portion of this be automated 2. Passwords needing reset a. E-mailed directly to Users by Louise upon request	WV Adult Basic Education (ABE) Instructors / Administrators Statewide	

AREA: Professional Development Provided		
ACTIVITIES	POPULATION SERVED	COMMENTS
AEMIS4U	RESA 1 WVABE	Presenter: Shalom Tazewell December 3, 2010 12 participants
AEMIS Data Entry	RESA 1 WVABE	Presenter: Shalom Tazewell December 3, 2010 12 participants

AREA: MISCELLANEOUS		
ACTIVITIES	POPULATION SERVED	COMMENTS
Submitted year-end reports to OVAE (Office of Vocational and Adult Education)	WVABE Statewide	
Meeting with Barry Kelly, Assistant Director of Adult Education	WVABE Statewide December 3, 2010	Discuss AEMIS and technology issues; Conference call with Strictly Business Location RESA 3

RESA-I STATUS REPORT	
PROGRAM:	ADULT BASIC EDUCATION & SPOKES
DATE:	December 2010
STAFF:	SHAWN COOK
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. 	Braxton, Mercer, Raleigh, Summers, Webster Counties	<ul style="list-style-type: none"> GED examination administered to 118 examinees year to date.

AREA: ABE		
ACTIVITIES	POPULATION SERVED	COMMENTS
<ul style="list-style-type: none"> ABE classes Technical Assistance Attended partner meetings. Conducted pre-service to new instructor in Summers County. Provided instructional materials to classes in Summers. Continued work to renovate the Pineville Spokes and ABE classroom (2 days). Provided technical assistance to Nicholas & Summers in consideration of OPTIONS programs. Worked with all ABE programs to inventory and evaluate ABE technology equipment. 	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. The Pineville classroom will be a showcase classroom.

AREA: SPOKES		
ACTIVITIES	POPULATION SERVED	COMMENTS
<ul style="list-style-type: none"> Monitoring Contracted with two new substitutes. Continue work with program improvement plan for Wyoming & McDowell SPOKES. Completed technology grant for \$180,000. Coordinated Spokes Staff meeting. 	Programs in all counties	<ul style="list-style-type: none"> Under RESA direction 9 full time and 1 part-time Spokes classes conducted. Conducted walk-throughs: 26 total for the year.

AREA: RESA		
ACTIVITIES	POPULATION SERVED	COMMENTS
<ul style="list-style-type: none"> RESA staff meeting Annual leave-two days 	RESA	

RESA-I STATUS REPORT	
PROGRAM:	ADOLESCENT HEALTH INITIATIVE
DATE:	December 2010
STAFF:	Celi Van Dyke, Adolescent Health Coordinator
FUNDING SOURCE:	Office of Maternal Child and Family Health

AREA: EDUCATION AND AWARENESS		
ACTIVITIES	POPULATION SERVED	COMMENTS
12/1, 12/22/10 Conducted Zumba class with students at Beckley-Stratton MS (7 people)	Raleigh	Continued to provide group exercise for Ms. Ellison's class
12/2/10 Conducted Bully Awareness workshop with 335 students at Summers County MS students	Hinton	Used "Olivia's Letters" lesson plan to raise awareness about bullying and help students discuss how to minimize the effects of bullying. Prepared a press release about the event and submitted it to local media.
12/3, 12/10/10 Read Aloud with 4 th and 5 th grade students at Lester ES	Raleigh	Participated in the Read Aloud program and read to Ms. Pannel's and Ms. Johnson's classes.

AREA: LEADERSHIP AND COLLABORATION		
ACTIVITIES	POPULATION SERVED	COMMENTS
12/15/10 Facilitated YMCA Youth Movement meeting	Region 1	This group is planning an indoor triathlon for children at the YMCA on 01/29.
12/1/10 Meeting with Pam Nichols SSMS	Raleigh	Ms. Nichols requested spit tobacco information. I prepared a resource package and dropped it off.
12/1, 12/2, 12/3, 12/7 assisted 8 youth with community service projects	Region 1	Worked with 8 Raleigh County high school students to develop and fulfill community service projects.
12/3/10 Attended the Youth Hospitality Planning Meeting	Region 1	Worked with other AHIC and Director to plan and budget for this event in August
12/6, 12/8, 12/20/10 Attended Just for Kids, Inc. Executive Committee meetings and Finance Committee meetings	Raleigh, Wyoming	This group is involved in the governance and development of a program that helps sexually abuse children and offers child sexual abuse prevention programs.
12/7/10 Conference Call with Girls on the Run Staff	Region 1	I spoke with Susan Gray about starting a Girls on the Run affiliate council.
12/13/10 Facilitated Conference Call with WV Child Advocacy Network members	Region 1	WV Child Advocacy Network is the member organization of Child Advocacy Centers which are programs that serve sexually abused children. I facilitated their membership meeting and business meeting.

AREA: LEADERSHIP AND COLLABORATION		
ACTIVITIES	POPULATION SERVED	COMMENTS
12/23/10 Dropped off donations at Wyoming County FRN	Wyoming	I coordinated a toy drive for Wyoming County Toy Fund and a resource drive for Wyoming County Assisted Living residents
12/22/10 Attended RESA-1 staff meeting	Region 1	
12/21/10 Dropped off information about the 1/29/10 Triathlon to Mabscott ES	Raleigh	

Other: Originally, I was scheduled to participate in 7 other events this month but inclement weather caused those events to be cancelled. I am looking forward to having time off at the end of the month. I am continuing to develop the Girls on the Run application and the RSWS and I have scheduled interest meetings in Summers and Wyoming Counties in January so that we can continue moving forward with this program. Collaborating with the YMCA of Southern West Virginia continues to be a highlight and the first Triathlon was a great success. Presenting the Bullying Awareness workshops have also been a highlight over the past few months.

RESA-I STATUS REPORT	
PROGRAM:	COORDINATED SCHOOL PUBLIC HEALTH
DATE:	December 2010
STAFF:	Emily Meadows
FUNDING SOURCE:	WVDE Office of Healthy Schools

AREA: EDUCATION AND AWARENESS		
ACTIVITIES	POPULATION SERVED	COMMENTS
Development of Wellness CSOs lesson plans	McDowell, Mercer, Monroe, Raleigh, Summers, and Wyoming Counties	Scheduled to teach at Bluewell and Ceres Elementary schools. However, school was cancelled due to snow. Rescheduled for later date.
Attended Drug-Free All Stars events	Raleigh County	Invited by schools and Community Connections to attend
Development and delivery of Health and Wellness Wednesdays activities in collaboration with 21 st Century After-School Program @ Beckley Stratton MS	Raleigh County	Scheduled to deliver health and wellness content every Wednesday throughout school year
Implemented Bully Prevention program with Adolescent Health Initiative Coordinator, Celi Van Dyke at Summers Middle School	Summers County	Students seemed to enjoy program and were asked to submit reflections on their own bullying experience
Presented at high schools' health fairs on various topics (ex. sexual health, bully prevention, active living)	Mercer County	Summers County had to cancel due to inclement weather
Developed "Snow Day Wellness Activities" Newsletter	McDowell, Mercer, Monroe, Raleigh, Summers, and Wyoming Counties	Sent to county wellness directors for distribution as they saw fit

AREA: Leadership and Collaboration		
ACTIVITIES	POPULATION SERVED	COMMENTS
Attended County Wellness Council meetings	Mercer County	Raleigh and Monroe county wellness meetings were cancelled due to inclement weather
Attended and participated in Health and PE Leadership Academy	McDowell, Mercer, Monroe, Raleigh, Summers, and Wyoming Counties	2-day conference held at Woodrow Wilson High School. Next academy is set for March 4-5.
Collaborated with School Climate consultants with S3 grant schools	Mercer, Summers, and McDowell Counties	Summers County had to have conference call meeting due to inclement weather
Worked with Get Up, Get Active Youth Movement to develop kids' triathlon series. Promoted in 3 schools.	Raleigh County	Second kids' triathlon is set for January 29. Promotion will be in 7 schools. Kids' track meet events and Healthy Kids Day are set for April and May
Participated in school cafeteria visits with Director of Child Nutrition	Raleigh County	Met with Wellness coaches at each school and presented them with <i>Let's Party</i> books
Presented school wellness information during principals meeting	Monroe and Summers Counties	Schools are looking into joining Alliance for a Healthier Generation
Implemented Bully Prevention program with Adolescent Health Initiative Coordinator, Celi Van Dyke at Summers Middle School	Summers County	Students seemed to enjoy program and were asked to submit reflections on their own bullying experience
Worked with Alliance for a Healthier Generation schools to find ways to increase PE time	Raleigh County	Jane Sutphin, Crescent Elementary Sandy Sheatsley, Bradley Elementary
Worked with Rosie Cook, FSD to find ways to increase nutritional value of foods offered on menu	Raleigh County	Ex. Made cookie recipes healthier, looked at reducing processed foods, etc.
Participated in Action for Healthy Kids Webinar Series	McDowell, Mercer, Monroe, Raleigh, Summers, Wyoming	Webinar presented new information regarding Child Nutrition Reauthorization

RESA-I STATUS REPORT	
PROGRAM:	MEDICAID
DATE:	DECEMBER 2010
STAFF:	JAMIE BAILEY
FUNDING SOURCE:	LOCAL / STATE

AREA: MEDICAID BILLING		
ACTIVITIES	POPULATION SERVED	COMMENTS
Billed Medicaid	McDowell	58,717.40
	Mercer	229,095.32
	Monroe	60,809.80
	Raleigh	274,993.74
	Summers	
	Wyoming	

AREA: MEDICAID		
ACTIVITIES	POPULATION SERVED	COMMENTS
Technical Assistance	McDowell	Transmitted billing files and ran remittances.
	Mercer	Transmitted billing files and ran remittances.
	Monroe	Transmitted billing files and ran remittances.
	Raleigh	Assisted Joyce Carnes with questions concerning billing. Transmitted billing files, ran remittances, provided batch reports and TA1 reports.
	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	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	Attended Medicaid Specialist Meeting at RESA III in Nitro. Attended RESA-I Regional Council Meeting

AREA: SPECIAL EDUCATION		
ACTIVITIES	POPULATION SERVED	COMMENTS
Susan Barnes	Special Education	Made copies, mailed packets

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

AREA: FIRE STARTED		
ACTIVITIES	POPULATION SERVED	COMMENTS
Emergency Vehicle Operations Hazardous Materials Awareness Hazardous Materials Awareness Hazardous Materials Awareness Leadership I Vehicle Rescue Operations Vehicle Rescue Operations	Braxton Greenbrier Greenbrier Pocahontas Raleigh Mercer Monroe	Sutton Fire Department Anthony Creek Fire Department Quinwood Ambulance Service Durbin Fire Department Lester Fire Department Princeton rescue Squad Union Fire Department

AREA: FIRE COMPLETED		
ACTIVITIES	POPULATION SERVED	COMMENTS
Fire Alarms & Sprinklers Hazardous Materials Awareness Hazardous Materials Awareness Leadership I Vehicle Rescue Operations	Greenbrier Greenbrier Pocahontas Raleigh Mercer	Greenbrier Hotel (32) Anthony Creek Fire Department (9) Durbin Fire Department (11) Lester Fire Department (16) Princeton Rescue Squad (26)

AREA: EMS STARTED		
ACTIVITIES	POPULATION SERVED	COMMENTS
Basic EMT CPR (3 Classes) CPR CPR (2 Classes) CPR (2 Classes) CPR (2 Classes) CPR (2 Classes) EMT Mining Recertification (3 Classes) EMT Mining Recertification EMT Mining Recertification (2 Classes) EMT Mining Recertification (2 Classes) EMT Mining Recertification (2 Classes) EMT Mining recertification (2 Classes)	Raleigh McDowell Raleigh Raleigh Raleigh Raleigh Raleigh Raleigh McDowell Raleigh Raleigh Raleigh Raleigh	Jan Care Ambulance Brooks Run Coal Company Jan Care Ambulance Marfork Coal Company MSHA/Beckley Mountaineer Mine Southern Safety MSHA/Beckley (10) Brooks Run Coal Company Marfork Coal Company MSHA/Beckley Mountaineer Mine Southern Safety

AREA: EMS COMPLETED		
ACTIVITIES	POPULATION SERVED	COMMENTS
CPR (3 Classes) CPR CPR CPR CPR (2 Classes) CPR (2 Classes) CPR (2 Classes) CPR (2 Classes) CPR CPR	McDowell McDowell McDowell Nicholas Pocahontas Raleigh Raleigh Raleigh Raleigh Wyoming Wyoming	Brooks Run Coal Company (33) McDowell Workforce (12) Welch (9) Redi-Care Ambulance (3) Green Bank (20) Marfork Coal (47) MSHA/Beckley (150) Mountaineer Mine (37) Southern Safety (58) Stat Ambulance (6) Wyoming East High School Students (77)

AREA: EMS COMPLETED cont.		
ACTIVITIES	POPULATION SERVED	COMMENTS
Basic EMT	Pocahontas	Green Bank (16)
Basic EMT Recertification	Pocahontas	Pocahontas County (12)
Basis EMT Recertification	Raleigh	MSHA/Beckley (19)
EMT Mining	McDowell	Welch (9)
EMT Mining	Raleigh	MSHA/Beckley (12)
EMT Mining Recertification (3 Classes)	McDowell	Brooks Run Coal Company (33)
EMT Mining Recertification (2 Classes)	Raleigh	Marfork Coal (47)
EMT Mining Recertification	Raleigh	MSHA/Beckley (138)
EMT Mining Recertification (2 Classes)	Raleigh	Mountaineer Mine (37)
EMT Mining Recertification (2 Classes)	Raleigh	Southern safety (58)
First Aid	McDowell	McDowell Workforce (12)
First Responder	Raleigh	MSHA/Beckley (1)

AREA: MEETINGS		
ACTIVITIES	POPULATION SERVED	COMMENTS
December 2 – 3, 2010 WV State Fire Commission Lakeview/Morgantown	RESA 1 & 4	FIREFIGHTERS

RESA-I STATUS REPORT	
PROGRAM:	SPECIAL EDUCATION
DATE:	December 2010
STAFF:	SUSAN W. BARNES
FUNDING SOURCE:	STATE / FEDERAL

AREA: TRAINING		
ACTIVITIES	POPULATION SERVED	COMMENTS
School Improvement	School improvement specialists and RESA support staff	School Improvement Specialists and RESA support staff participated in one day of collaboration and networking. The main topic: building consensus activities.
Transition Collaborative Community of Practice	Transition service provider, statewide	A multi-agency group met in Clarksburg to network and learn about transition coordination across agencies.
Online IEP Future Planning Team	Invited participants by OSP	The steering group met to determine future training needs and to set realistic goals for full implementation of the electronic IEP.

AREA: PROGRAMS AND PROJECTS		
ACTIVITIES	POPULATION SERVED	COMMENTS
RESA/OSP Staff meeting	All RESA SE Directors	The regular monthly meetings were held on December 9 in Dunbar. The OSP staff meeting agenda was quite lengthy and included topics on OSEP monitoring,, root cause analysis, targeted technical assistance, and the online IEP. Collaborative projects were discussed, including Common Core, Transition, TACSEI, Early Learning Scale, Alternative School for elementary students, RTI. Strategic Planning discussion included: Analysis questions, strategic plan goals and criteria for revision of the APR/SPP and RESA technical assistance teams.
CASE		The December meeting was canceled due to inclement weather.
RESA Special Education Directors		Five of 8 RESA directors meet on December 15 to review roles and responsibilities for upcoming OSP/WVDE initiatives.
Beckley Stratton 21 st CCLC	Teachers and peer observed	David McCutchen of Patch, a 21 st CCLC organization in Roane Co. conducted the required peer observation at the Beckley Stratton after school program. His report was very favorable and complimentary.

STATUS REPORT	
PROGRAM:	TECHNOLOGY SERVICES
DATE:	December 2010
STAFF:	JOHN D. WATSON
FUNDING SOURCE:	STATE / LOCAL

AREA: REPAIR AND INSTALLATION SERVICES		
ACTIVITIES	POPULATION SERVED	COMMENTS
Eleven field technicians responding to work orders and assistance requests.	Entire RESA 1 service area	The team of 11 field technicians responded to 1079 work orders and assistance requests throughout the service area. The technicians addressed 21 server issues 13 network issues 7 WVEIS issues 1 data circuit issue 7 router issues 982 workstation issues 48 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.
Lenovo Warranty Self Maintainer	Entire RESA 1 service area	Provided orientation and training for all technicians meeting vendor requirements to secure authorization to service Lenovo Desktop and Laptop products on a warranty basis. Each county we serve is welcome to request RESA 1 service their Lenovo product under warranty.

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 as well as state office of technology representatives. Router and switch utilization practices were brought up with the state network engineers for recommendation. Requested purchases and quotes provided.
Bandwidth upgrade consultation	Wyoming County	Additional discussions with county technicians and vendor concerning equipment to be used at NOC. Recommendations for equipment and potential sources have been made to county personnel with input from the state network engineer.
RESA 1 broadband connection	Entire RESA 1 service area	Worked with state network engineer to improve fiber connection for new 10M connection to building 6. Working with partners to test potential for using Polycom equipment to host virtual meetings on new connection.

AREA: INFRASTRUCTURE SUPPORT CONT.		
ACTIVITIES	POPULATION SERVED	COMMENTS
Bandwidth upgrade	McDowell County	Worked with state network engineer and vendor technicians to activate increased bandwidth connections for the remainder of schools in the county. Circuit type technical clarification and comparison from vendor forwarded to state network engineer. Guidance in router configuration for bonded T1 circuits requested.
Summers County Bandwidth upgrade	Summer County	Suggested low tech solution to blocked signal issue. Discussion with technician on other potential solutions.

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.
Troubleshooting training	Entire RESA 1 service area	Provided discussion and training on troubleshooting with an emphasis on new high speed network connections.

AREA: Special Projects		
ACTIVITIES	POPULATION SERVED	COMMENTS
History Grant	Entire RESA 1 service area	Attempts to procure electronic reading devices for participants. Devices are now available in requested quantities. Reported to program director.

RESA-I STATUS REPORT	
PROGRAM:	WVEIS
DATE:	December 2010
STAFF:	DEENA TYREE / SUSIE HANDY
FUNDING SOURCE:	STATE

AREA: WVEIS		
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.

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.

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

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 grade verification sheets, mailing labels and rolodex cards for various Raleigh County Schools.
User Menus	All Counties	Assigned menus to users as required.

AREA: IN-HOUSE DATA PROCESSING		
ACTIVITIES	POPULATION SERVED	COMMENTS
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.

AREA: WVEIS		
ACTIVITIES	POPULATION SERVED	COMMENTS
Set up New Users as requested. Set up User Assignments for 2010-2011 School Year. Assisted Schools with fourth month Enrollment Report.	McDowell	Assisted schools with issues involving Web-Based WVEIS.
Set up New Users as requested. Set up User Assignments for 2010-2011 School Year. Assisted Schools with fourth month Enrollment Report.	Raleigh	Assisted schools with current year scheduling issues and issues involving Web-Based WVEIS.
Set up New Users as requested. Set up User Assignments for 2010-2011 School Year. Assisted Schools with fourth month Enrollment Report.	Monroe	Assisted schools with current year scheduling issues and issues involving Web-Based WVEIS.
Set up New Users as requested. Set up User Assignments for 2010-2011 School Year. Assisted Schools with fourth month Enrollment Report.	Summers	Assisted schools with current year scheduling issues.
Set up New Users as requested. Set up User Assignments for 2010-2011 School Year. Assisted Schools with fourth month Enrollment Report.	Wyoming	Assisted schools with current year scheduling issues.
Set up New Users as requested. Set up User Assignments for 2010-2011 School Year. Assisted Schools with fourth month Enrollment Report.	Mercer	Assisted schools with current year scheduling issues and issues involving Web-Based WVEIS.
Deena and Susie attended the WVEIS Winter Conference at Embassy Suites in Charleston.		

RESA-I STATUS REPORT	
PROGRAM:	WV WORKS ASSESSMENT SPECIALIST
DATE:	December 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 3 counties.

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