

# Minutes

**Regional Council Meeting  
Beckley, West Virginia  
November 12, 2010**

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## **ATTENDANCE:**

### **Regional Council Members Present**

#### **McDowell County**

Jim Brown, Superintendent  
J. Michael Callaway, Board Member

#### **Mercer County**

Gerald Bailey, Board Member  
Teresa Farley, Teacher

#### **Monroe County**

Dr. Kevin Siers, Superintendent

#### **Raleigh County**

Dr. Charlotte Hutchens, Superintendent  
Clyde Stepp, Principal, Board Member

#### **Summers County**

Vickie Hinerman, Superintendent  
David Ballard, Board Member

#### **Wyoming County**

Frank Mann, Assistant Superintendent

#### **Higher Education**

Dr. Tom Blevins, Bluefield State College  
Dr. Kathy Liptak, Concord University

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

Dr. Deborah Akers, Superintendent, Mercer County  
Mary Alice Kaufman, Board Member, Mercer County  
Danny Lively, Board Member, Monroe County  
Cynthia Jafary, Board Member, Raleigh County  
Dr. Sarah Brown, Chief Instructional Leader, Summers County  
Frank Blackwell, Superintendent, Wyoming County  
Morgan Davis, Board Member, Wyoming County  
Dr. Kathy D'Antoni, Assistant State Superintendent of Schools

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

Keith Butcher, Executive Director, RESA 1  
LaDawn Mitchem, Executive Secretary, RESA 1  
Jamie Bailey, Medicaid Specialist, RESA 1  
Linda Ballard Price, Director of Staff Development, RESA 1

## **CALL TO ORDER**

The meeting was called to order at 10am by Vickie Hinerman, Superintendent, Summers County Schools, RESA 1 Regional Council Vice-Chairperson

## **REPORTS:**

**State Board of Education Report:** No report was presented.

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

**Medicaid Report Update:** The Medicaid Report for October 2010 were posted online prior to the meeting and were available for review. There were no questions or discussion.

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

## **EXECUTIVE DIRECTOR'S REPORT November 2010**

### **Training for Chemistry Teachers**

The State Fire Marshall's Office is concerned about high School Chemistry labs across the State and has been issuing corrective action. Summers County has suggested that RESA 1 facilitate a one-day training for all high school Chemistry teachers on developing standard operating procedures for the handling of chemicals. The State Fire Marshall's office and perhaps a faculty member from Bluefield State College would provide the training here at RESA 1. Providing this training on a regional basis would keep every individual county from having to provide mandatory training and would assist all of the teachers in developing approved standard operating procedures. Summers, Mercer, Raleigh, and McDowell Counties have requested invitations to the training.

### **eWalk**

Raleigh County is implementing the eWalk program and will now be added to the cooperative purchase of these services provided by the Media-X Company. If all counties continue in this cooperative purchase of services, costs next year will be reduced for all participating counties.

### **School Improvement**

Keith Butcher and Susan Barnes participated in the Instructional Practices Inventory training provided in McDowell County and will assist with regional needs. Butcher and Barnes attended that WVDE Statewide System of Support training as representatives supporting McDowell County school improvement efforts.

### **Technical Assistance**

During November, Mr. Butcher provided technical assistance to the following schools in McDowell County: Mount View Middle/High School, Sandy River Middle, and River View High School. A technical assistance visit to Southside Middle will be scheduled for early December.

### **Student Programs**

The RESA 1 21<sup>st</sup> Century after-school program at Beckley-Stratton Middle School has started under the guidance of Vickie Webb and a peer observation of the program will be conducted within the next month. RESA 1 will be providing *Supplemental Educational Services* to qualifying students in Monroe County as a result of NCLB Title I School Improvement requirements.

### **RESA 1 Audit**

The auditing firm of Sullivan and Web is this month conducting the 2009-2010 RESA 1 fiscal audit. One area of needed improvement identified is the purchase order process. Keith Butcher will meet with Phillip Jarrell on Monday, November 15<sup>th</sup> to review all of the paid invoices for the current fiscal year to identify specific noncompliance issues.

## **INFORMATION AND DISCUSSION:**

**Achieving Energy Star Schools through Energy Savings:** Ms. Audra Blackwell, Business Development Manager, Energy Systems Group presented the regional council a brief overview of the ESG: Energy Systems Group. Energy Systems Group's Strategic holistic project development model provides customers with a "turn Key" solutions package including Feasibility Studies, Design, Engineering Financing, Project Management, Commissioning, Measurement & Verification and Operations Management.

**RESA 1 – Concord University Program in Education Leadership and Supervision:** Keith Butcher and Dr. Kathy Liptak, reported to the council a brief description of the agreement between RESA 1 and Concord University to provide a Masters/Certification Blended Program of study in Educational Leadership/Supervision with the following understanding. There were no questions or discussions concerning this agreement.

**RESA 1 Leave Benefits Policy:** The RESA 1 Policies and Procedures Committee recommends posting the proposed RESA 1 Leave Benefit Details Policy changes on the RESA 1 website for a twenty day public comment period. There were no questions or discussions concerning the policy.

**RESA 1 Annual Report:** The 2009 – 2010 RESA 1 Annual Report-at-a-Glance has been completed and presented to the Regional Council. Final reports must be submitted to the West Virginia Board of Education by December 1, 2010.

## **ACTION:**

1. Motion by Dave Ballard and seconded by Michael Callaway the Regional Council approved the October 2010 Minutes for RESA 1.
2. Motion by Dave Ballard seconded by Dr. Kevin Seirs to accept the Monthly Financial Reports for October 2010. Motion passed. Monthly Financial Reports were accepted.
3. Motion by Michael Calloway and seconded by Dr. Kevin Seirs to approve Concord University Masters Degree Program in Education Leadership and Supervision. Motion Passed.
4. Motion by Dr. Kevin Seirs and seconded by Dave Ballard to approve the RESA 1 Leave Benefit Details Policy. Motion Passed. Leave Benefit Policy approved.
5. Motion by Dr. Kevin Seirs and seconded by Frank Mann to accept the RESA 1 Annual Report for 2009-2010. Motion Passed. Annual Report accepted.
6. Motion by Dr. Kevin Seirs to adjourn the November 12, 2010 Regional Council Meeting.

Respectfully submitted,

Signed Copy on File.

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Keith Butcher, Executive Director  
RESA-1

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Date