

RESA-I STATUS REPORT	
PROGRAM:	ABE TECHNOLOGY COORDINATION
DATE:	September 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	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 creations 3. Duplicate SSNs	WV Adult Basic Education (ABE) Instructors / Administrators Statewide	

AREA: PROFESSIONAL DEVELOPMENT PROVIDED		
ACTIVITIES	POPULATION SERVED	COMMENTS
None		

AREA: MISCELLANEOUS		
ACTIVITIES	POPULATION SERVED	COMMENTS
None		

RESA-I STATUS REPORT	
PROGRAM:	ADULT BASIC EDUCATION & SPOKES
DATE:	September 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. 	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 Worked with Ed Hicks of WVDE to complete program audits of Denmar OIEP and Pocahontas ABE Attended partner meetings Continued to work in Wyoming and Raleigh Counties for program start-up State staff meeting 	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 Mentored with developing teacher in McDowell County, developing strategic plan for program improvement. Continue work with program improvement plan for Wyoming & McDowell SPOKES. 	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: 14 total for the year.

AREA: RESA		
ACTIVITIES	POPULATION SERVED	COMMENTS
<ul style="list-style-type: none"> Annual leave-1 day Hand book committee meeting 	Cook family	

RESA-I STATUS REPORT	
PROGRAM:	ADOLESCENT HEALTH INITIATIVE
DATE:	September 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
Beckley Kids' Classic Festival: Provided mentorship to 4 teen volunteers, distributed asset information to 50 people	Region 1	This teen group raised \$37 for the local non-profit and helped raise awareness about programs for children
YMCA of Southern WV EmpowerMe2B Kickoff	Region 1	Helped coordinate this event and led physical activities for 11 children
YMCA of Southern WV Get Up, Get Active Youth Movement	Region 1	Two planning meetings with YMCA staff to help develop an Advisory Board that will plan and coordinate low cost options for physical activity for Raleigh County youth
Monroe County Community Baby Shower Planning	Monroe	Met with planning committee to discuss event. Will offer 15 minute presentation "Finding a Childcare Provider"

AREA: LEADERSHIP AND COLLABORATION		
ACTIVITIES	POPULATION SERVED	COMMENTS
Met with Mercer County Partners in Prevention Team	Mercer	Learned about the Mercer County prevention project, teen court, and career connections. Gave input and feedback to team.
Met with Nonie Roberts Region IV, AHC	Region 1	Met with Nonie to learn more about the functions of AHC.
Attended Expanded School Based Mental Health Technical Assistance Workshop in Charleston, WV	Mercer	Learned about the Mercer County Expanded School Based Mental Health Project and met two team members from Mercer Elementary. Discussed the history and progress of the project and began the evaluation process.
Attended Raleigh County Violence Task Force	Raleigh	Provided input and feedback to the group.
Attended Raleigh County Sexual Assault Response Team	Raleigh	Provided feedback and input to the group and offered to provide the Stewards of Children training.
Attended Wyoming County Family Resource Network Board of Directors Meeting	Wyoming	Learned about the various Wyoming County community programs and provided information about the AHI.

AREA: LEADERSHIP AND COLLABORATION CONT.		
ACTIVITIES	POPULATION SERVED	COMMENTS
Attended Wyoming County WV Pre-K Collaborative Meeting	Wyoming	Learned about the purpose of this group, provided information about the AHI, and offered assistance with group facilitation.
Attended Mercer County Expanded School Based Mental Health Task Force meeting	Mercer	Learned more about the purpose of this group, provided feedback and information about assessment and evaluation.
Assisted Child Advocacy Center in hiring for Executive Director	Region 1	Assisted the Board of Directors in their search for a new Executive Director.
Provided technical assistance and guidance to Child Advocacy Center (grant management, capacity building, prevention programs, fiscal management)	Region 1	Provided technical support to the interim directors of the CAC until the new Executive Director is hired.
Attended Monroe County Family Resource Network Board of Directors meeting	Monroe	Learned about the various community programs that are offered and provided information about the AHI program.
Attended statewide AHI meeting	Region 1	Learned about the various programs that AHC offer, provided feedback and input during the meeting, joined a committee, and provided information about my training specialties and my work experience.

OTHER: In addition to making connections in my given region I have been consumed with orienting myself to this great, new, work environment. I have learned about reports, budgets, budget modifications, calendars, my grant, object codes, purchase orders, and security codes. I have also had to go to the Board office to get set up as a BOE employee. Additional time has been spent organizing my work space, getting my email account, entering email contacts, registering for training in Houston, TX, reviewing Asset materials, and reviewing other resource materials in the office. I reviewed and updated the OEPA document and RESA-1 strategic plan as requested by the Director.

I have also had the pleasure of meeting all the RESA-1 staff and have been welcomed by all. All my co-workers have been very friendly, patient, and helpful. I look forward to working with the Regional Wellness Council and hope to collaborate with the School Wellness Specialist to offer wellness programs for the RESA-1 staff.

By the end of October I will have visited at least one group in each of my counties and look forward to offering services that might compliment their existing strengths or address any weaknesses.

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

AREA: EDUCATION AND AWARENESS		
ACTIVITIES	POPULATION SERVED	COMMENTS
Developed and distributed “Happy HEALTHY Halloween” materials to County Wellness Council Chairpeople for distribution and training amongst schools	McDowell, Mercer, Monroe, Raleigh, Summers, & Wyoming counties	Also shared with other RSWs by Cybele Boehm Each chairperson also received training kit with samples of ideas mentioned in materials
Wrote article regarding “Happy HEALTHY Halloween” for distribution in regional publications	McDowell, Mercer, Monroe, Raleigh, Summers, & Wyoming counties	Also shared with other RSWs by Cybele Boehm
Developed and distributed “National Breast Cancer Awareness Month” newsletter to County Wellness Council Chairpeople for distribution and promotion amongst schools	McDowell, Mercer, Monroe, Raleigh, Summers, & Wyoming counties	Also shared with other RSWs by Cybele Boehm Each chairperson also received a Breast Cancer Awareness note pad
Researched grant opportunities and distributed list to County Wellness Council Chairpeople	McDowell, Mercer, Monroe, Raleigh, Summers, and Wyoming counties	All were encouraged to promote Nov. 16 th Healthier US Schools Challenge grant application training amongst ALL schools

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

AREA: MEDICAID BILLING		
ACTIVITIES	POPULATION SERVED	COMMENTS
Billed Medicaid	McDowell Mercer Monroe Raleigh Summers Wyoming	

AREA: MEDICAID		
ACTIVITIES	POPULATION SERVED	COMMENTS
Technical Assistance	McDowell Mercer Monroe Raleigh Summers Wyoming	Transmitted billing files and ran remittances. Transmitted billing and ran remittances. Transmitted billing files and ran remittances. Transmitted billing files, ran remittances. Transmitted billing files and ran remittances. 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.
Meetings	All Counties	Prepared Professional Development / Service Report.

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

RESA-I STATUS REPORT	
PROGRAM:	PROFESSIONAL DEVELOPMENT
DATE:	September 2010
STAFF:	LINDA BALLARD-PRICE
FUNDING SOURCE:	STATE / FEDERAL

Area: THE RESA 1,5, 6, & 7 2010-2011 ART GRANT		
ACTIVITIES	POPULATION SERVED	COMMENTS
<p>Coordinating with RESA 5, 6, & 7 Directors of Professional Development to provide a Global 21 driven arts project (ARTS PLC). The focus of the PLC will be to study and application of Assessment FOR Learning strategies in the Arts classroom. The group will read Drive by Daniel Pink to stimulate thinking about Assessment for Learning. Utilizing a unique blend of 21st Century technology tools and integrated researched based strategies, teachers will have the opportunity to network and implement the content learned within their respective counties and schools.</p>	<p>RESA 1, 5, 6, & 7 ART Teachers</p> <p>Team consists of five members per RESA (four teachers and the Director of Professional Development) Total of twenty members in the grant provided by the West Virginia Department of Education Art Department.</p>	<p>Each team member has been provided with a Kindle and gift card. The gift card will be utilized in part to upload the required researched based readings for the project. The members will be given periodic assignments that will be uploaded and available for viewing to their member schools or school systems through WebTop and Manhattan. In addition to the periodic assignments and postings, the members will meet virtually through IVC (Interactive Video Conferencing) throughout the grant funding cycle. During this time they will share how they have integrated the principles of the book into their fine arts classroom. Members will meet face to face and present their final product and will post a reflection piece to the Manhattan site.</p>

AREA: RESA 1 TECHSTEPS 9-12 TEACHER TRAINING		
ACTIVITIES	POPULATION SERVED	COMMENTS
<p>Coordinating with West Virginia Department of Education and SchoolKIT to deliver techSteps 9-12 training for RESA 1 high school teachers on the following dates: Tuesday, October 5, 2010 and Thursday, November 4, 2010. Registrations will be accepted by Paige Perkins pperkins@schoolkit.com until locations are at capacity. Each one day training session will run 9:30am-3:00pm with a one hour lunch break.</p>	<p>RESA-1 Counties</p>	<p>The West Virginia Department of Education has contracted SchoolKIT to deliver techsteps 9-12 for high school teachers during the Fall of 2010. Sixteen days of techsteps Teacher Training will be offered across the state at all eight RESA locations with two days planned for each location. This full day training has been designed for Core and Special Education teachers. This day will provide an overview of techsteps 9-12, time for teachers to review core and additional activities, and discuss strategies for engaging student learning.</p> <ul style="list-style-type: none"> • Increased understanding of techsteps 9-12 as a curriculum and assessment tool for meeting 21st Century Learning Skills and Technology Tools CSOs

AREA: RESA 1 FALL 2010 SUBSTITUTE ORIENTATION		
ACTIVITIES	POPULATION SERVED	COMMENTS
<p>Coordinating the Fall 2010 two day Orientation for Substitutes held in Mercer and Raleigh Counties. Each county Personnel Director was notified about the Substitute Training to be held September 22 and 24, 2010 in Beckley and Princeton. Counties submitted participant names prior to training. A twenty-five dollar registration fee was charged to all participants and deposited in RESA 1 general account. Training scheduled was developed and given to each presenter, facilities were scheduled, Executive Director and Professional Development Director collected and deposited registration fees, certificates were made and given to each participant and registration forms were mailed to each county personnel director.</p>	<p>RESA 1</p> <p>Thirty-five participants attended the training from Monroe, Mercer, McDowell, Summers, and Wyoming Counties.</p> <p>Eight presenters conducted training for both training sites.</p>	<p>The following topics were covered during the two day orientation:</p> <ul style="list-style-type: none"> • Working with Special Needs Students • Literacy • CPR Certification • Substitute Overview/Policy • Teach 21 • 21st Century Skills • CSO's • Websites for assistance • Tools for Sub Pack • Classroom Strategies

AREA: COLLABORATIVE TEAMS NETWORK (CTN) FACILITATOR TRAINING		
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, and RESA Professional Development Directors on The West Virginia Collaborative Teams Network Facilitator Training to be held at the Summit Conference Center, Charleston, W.Va. on September 28-29, 2010.</p>	<p>RESA /WVDE/County Participants</p>	<p>Agenda Topics Included:</p> <ul style="list-style-type: none"> • Overview of WV Collaborative Teams Network • Relationships, Responsibilities and Procedures • Adult Learning Theory • Guiding Principles of CTN Professional Development • Putting Learning into Practice • The Role of the Facilitator • CTN Facilitation: Pulling It All Together • Learn Central/Elluminate Overview and Expectations • Preparation and Set-Up for Online Networking • Learn Central Registration

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

AREA: FIRE STARTED		
ACTIVITIES	POPULATION SERVED	COMMENTS
Firefighter Training (Firefighter 1/ Hazardous Materials/First Aid-CPR)	Webster	Webster Springs Fire Department
Emergency Vehicle Driving	Monroe	Union Fire Department
Emergency Vehicle Driving	Nicholas	Summersville Fire Department
Hazardous Materials Awareness	Nicholas	Summersville Fire Department
Hazardous Materials Technician	Greenbrier	Lewisburg Fire Department
Vehicle Rescue Awareness	Nicholas	Richwood Fire Department
Vehicle Rescue Operations	Nicholas	Richwood Fire Department

AREA: FIRE COMPLETED		
ACTIVITIES	POPULATION SERVED	COMMENTS
Emergency Vehicle Driving	Monroe	Union Fire Department (14)
Emergency Vehicle Driving	Nicholas	Summersville Fire Department (11)
Hazardous Materials Awareness	Monroe	Union Fire Department (12)
NIMS Incident Command ICS - 400	Nicholas	Nettie Fire Department (20)

AREA: EMS STARTED		
ACTIVITIES	POPULATION SERVED	COMMENTS
Basic EMT Recertification	Greenbrier	Greenbrier EMS
CPR (2 Classes)	Fayette	Republic Energy
CPR	Greenbrier	Green Valley Coal
CPR	McDowell	McDowell Workforce
CPR	Mercer	RESA Substitute Teacher Training
CPR	Nicholas	Brooks Run Mining
CPR (2 Classes)	Nicholas	Fola Coal Company
CPR	Nicholas	Summersville
CPR	Fayette	Republic energy
CPR (2 Classes)	Raleigh	Marfork Coal
CPR	Raleigh	Mountaineer Mine
CPR	Raleigh	MSHA/Beckley
CPR (3Classes)	Raleigh	Patriot Coal
CPR	Raleigh	Pax Surface Mine
CPR (2 Classes)	Raleigh	Southern Safety
CPR	Raleigh	RESA Substitute Teacher Training
CPR	Raleigh	Winchester Mining
CPR	Webster	Erbacon fire Department
Emergency Vehicle Driving	McDowell	McDowell Ambulance Authority
EMT Mining	Fayette	Republic Energy
EMT Mining	Greenbrier	Green Valley Coal
EMT Mining	Raleigh	MSHA/Beckley
EMT Mining	Raleigh	Marfork Coal
EMT Mining Recertification (2 Classes)	Fayette	Republic Energy
EMT Mining Recertification	Nicholas	Brooks Run Mining
EMT Mining Recertification (2 Classes)	Nicholas	Fola Coal Company
EMT Mining Recertification	Nicholas	Summersville
EMT Mining Recertification	Raleigh	Marfork Coal

AREA: EMS STARTED cont.		
ACTIVITIES	POPULATION SERVED	COMMENTS
EMT Mining Recertification	Raleigh	Mountaineer Mine
EMT Mining Recertification	Raleigh	MSHA/Beckley
EMT Mining Recertification (3 Classes)	Raleigh	Patriot Coal
EMT Mining Recertification	Raleigh	Pax Surface Mine
EMT Mining Recertification (2 Classes)	Raleigh	Southern Safety
EMT Mining Recertification	Raleigh	Winchester Mining
First Aid	McDowell	McDowell Workforce
First Aid	Webster	Erbacon Fire Department
First Responder Recertification	Fayette	National Park Service

AREA: EMS COMPLETED		
ACTIVITIES	POPULATION SERVED	COMMENTS
Basic EMT Recertification	Braxton	Braxton County EMS (8)
Basic EMT Recertification	Mercer	Princeton Fire Department (9)
CPR (2 Classes)	Fayette	Oak Hill (28)
CPR (2 Classes)	Fayette	Republic Energy (38)
CPR	McDowell	McDowell Workforce (5)
CPR	Mercer	REAS Substitute Teacher Training (26)
CPR	Nicholas	Brooks Run Coal (19)
CPR (2 Classes)	Nicholas	Fola Coal (52)
CPR	Nicholas	Summersville (45)
CPR	Raleigh	MSHA/Beckley (31)
CPR	Raleigh	Mountaineer Mine (18)
CPR (3 Classes)	Raleigh	Patriot Coal (78)
CPR	Raleigh	Pax Surface Mine (13)
CPR	Raleigh	RESA Substitute Teacher Training (10)
CPR (2 Classes)	Raleigh	Southern Safety (46)
CPR	Webster	Erbacon Fire Department (15)
EMT Mining Recertification (2 Classes)	Fayette	Republic Energy (38)
EMT Mining Recertification	Nicholas	Brooks Run Coal (19)
EMT Mining Recertification (2 Classes)	Nicholas	Fola Coal (52)
EMT Mining Recertification	Nicholas	Summersville (45)
EMT Mining Recertification	Raleigh	MSHA/Beckley (31)
EMT Mining Recertification	Raleigh	Mountaineer Mine (18)
EMT Mining Recertification (3 Classes)	Raleigh	Patriot Coal (78)
EMT Mining Recertification	Raleigh	Pax Surface Mine (13)
EMT Mining Recertification (2 Classes)	Raleigh	Southern Safety (46)
First Aid	Fayette	Oak Hill (28)
First Aid	McDowell	McDowell Workforce (5)
First Aid	Webster	Erbacon Fire Department (15)
First Responder Recertification	Fayette	National Park Service (4)

AREA: SCHOOL IN-SERVICE		
ACTIVITIES	POPULATION SERVED	ACTIVITIES
CPR	Summers Board	Teachers (14)
First Aid	Summers Board	Teachers (14)

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

AREA: TRAINING		
ACTIVITIES	POPULATION SERVED	COMMENTS
21 st Century Community Learning Centers Quad-State Conference	Local directors of after school programs	Representatives from four states participated in the 3-day conference focused on learning and sharing information about out of school time programs, services, and activities. States represented: Kentucky, Tennessee, Ohio, and West Virginia. Project directors met on the final afternoon to learn about upcoming changes to application and receipt of grant funding. Chuck Heinlein addressed this topic.
School Improvement	Low performing schools	The Offices of Title I, Title II and Organizational Effectiveness & Leadership conducted a one day workshop for technical assistance providers to Tier 1 schools.
Substitute Teacher Training	RESA 1 counties	Initial training was provided to 35 candidates seeking permits to substitute teach across the region.
Fall Leadership Academy	Statewide representatives of special education administration	Three days of training and information was provided by the Office of Special Programs and Mid South Regional Resource Center. The focus of this training was the alignment of the State Performance Plan to SEA & LEA strategic plans and compliance with federal monitoring requirements

AREA: PROGRAM		
ACTIVITIES	POPULATION SERVED	COMMENTS
RESA/OSP Staff meeting	All RESA SE Directors	The regular monthly meeting was held on September 8 & 9. The agenda included discussion on the following topics: use of the SPP/APR to guide the work of the office, Mid South RRC representative Allison L. and Karen M. discussed the importance of linking work to strategic planning, Fall Leadership Conference.
County Administrators of Special Education	County Sp Ed Directors	Director met for the regular monthly meeting on 9/3/10. The agenda included collaboration and preparation for CSADA, Early Childhood Initiatives, T-1% Project, and a presentation from Cambium Learning (math) materials.

STATUS REPORT	
PROGRAM:	TECHNOLOGY SERVICES
DATE:	September 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 1640 work orders and assistance requests throughout the service area. The technicians addressed 75 server issues 41 network issues 12 WVEIS issues 2 data circuit issues 17 router issues 1396 workstation issues 97 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. Tools were returned and field tested this month.
Training for new technician	Mercer County	Provided orientation and training for new technician.
Avaya/Pomeroy switch training	Entire RESA 1 service area	Information Technology staff supporting five of our six counties attended a very informative training presentation from Avaya, the purchaser of Nortel. Nortel represents a large portion of the switching equipment in our RESA. Information from the training was disseminated by our staff to technicians from the county that did not attend.

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.

AREA: INFRASTRUCTURE SUPPORT CONT.		
ACTIVITIES	POPULATION SERVED	COMMENTS
Bandwidth upgrade consultation	Wyoming County	Participated in meeting with vendor and county to clarify RFP and start bandwidth project moving forward. Additional discussions with county technicians concerning equipment, etc.
Bandwidth upgrade	Summers County	Continued monitoring and to work with county technician to implement additional wireless connection to BOE.
Bandwidth upgrade	Monroe County	Worked with the county technician, state engineer, vendor engineer, and vendor support to upgrade the schools in Monroe County to Broadband. The county is partially implemented with additional locations pending permitting for construction.
RESA 1 broadband connection	Entire RESA 1 service area	Accepted quote for 10 M connection from Suddenlink. Contract initiated, and pending.

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 new Information Technology Systems Technician	Mercer County	Hired new technician for Mercer County. Added to database and website. Procured tools and test equipment. Provided basic orientation for RESA procedures, forms, and policies.
Posting for Information Technology Systems Technician	McDowell 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	Received materials for mobile technology initiative, initiated installation process.
Activate services on router	Summers Middle School	Activated DHCP service on router to replace service outage due to failed server.

RESA-I STATUS REPORT	
PROGRAM:	WVEIS
DATE:	September 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 Master Schedules, Student Schedules, Teacher Rosters and Student Rolodex Cards for various schools in Raleigh County.

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

AREA: WVEIS		
ACTIVITIES	POPULATION SERVED	COMMENTS
Set up New Users as requested. Set up User Assignments for 2010-2011 School Year. Assisted Schools with first month Enrollment Report.	MCDOWELL	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 first month Enrollment Report.	RALEIGH	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 first month Enrollment Report.	MONROE	Conducted Web-Based Training session with county data-entry clerk and conducted training session with WVEIS County Contact. 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 first 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 first 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 first month Enrollment Report.	MERCER	Assisted schools with current year scheduling issues.

RESA-I STATUS REPORT	
PROGRAM:	WV WORKS ASSESSMENT SPECIALIST
DATE:	September 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	DHHR Clients, WV Works Dept., SPOKES students	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 two counties.

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