

Minutes

**Regional Council Meeting
Beckley, West Virginia
August 11, 2011**

ATTENDANCE:

REGIONAL COUNCIL MEMBER PRESENT:

McDowell County

J. Michael Callaway, Board Member

Mercer County

Dr. Deborah Akers, Superintendent
Mary Alice Kaufman, Board Member

Monroe County

Danny

Dr. Kevin Siers, Superintendent
Lively, Board Member

Raleigh County

Dr. Charlotte Hutchens, Superintendent

Summers County

Vickie Hinerman, Superintendent
David Ballard, Board Member

Wyoming County

Mike R. Prichard, Board Member

Higher Education

Dr. Kathy Liptak, Concord University

REGIONAL COUNCIL MEMBER NOT PRESENT:

McDowell County

Jim Brown, Superintendent

Raleigh County

Darrin Butcher, Treasurer
Cynthia Jafary, Board Member
Clyde Stepp, Principal, Board Member

Summers County

Dr. Sarah Brown, Chief Instructional Leader

Wyoming County

Frank Blackwell, Superintendent

Higher Education

Dr. Tom Blevins, Bluefield State College

WVDE

Dr. Kathy D'Antoni, Assistant State Superintendent of Schools

RESA 1 STAFF MEMBERS PRESENT:

Keith Butcher, Executive Director, RESA 1
LaDawn Mitchem, Executive Secretary
Jamie Bailey, Medicaid Specialist
Susan Barnes, Specials Education Director

GUEST SPEAKER: Don Chapman, Assistant Director, Office of Healthy Schools, WVDE

CALL TO ORDER The meeting was called to order at 10 am by Dr. Deborah Akers, Superintendent, Mercer Schools, RESA 1 Regional Council Chairperson.

REPORTS:

State Board of Education Report: No Report

Financial Report Update: The financial reports for July 2011 were posted online prior to the meeting and were available for review. There were no questions or discussion.

Medicaid Report Update: The Medicaid Reports for July 2011 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 July 2011 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 for August 11, 2011

Grants Awards Received

Coord /Dir	Grant	Amount	Type	C Number
K. Butcher	Improving teacher Quality	\$ 75,000.00	Initial	ITQ-11-BSC-CU-01
R. Boyd	Tech Prep Incentive	\$ 10,000.00	Initial	C358937
S. Barnes	IDEA - Part B	\$ 10,000.00	Initial	C359976
S. Cook	ABE Federal	\$ 50,753.00	Initial	C361764
L. Miller	ABE Federal Training	\$ 52,500.00	Initial	C361754
S. Cook	ABE State	\$ 44,053.00	Initial	C361635
L. Miller	ABE State	\$ 143,213.00	Initial	C361599
S. Cook	ABE State Coordination	\$ 96,230.00	Initial	C361600
S. Cook	ABE Federal Coordination	\$ 50,311.00	Initial	C361757
J. Watson	WVEIS/RESA Router Staff	\$ 20,000.00	Initial	C362311
J. Watson	WVEIS Repair	\$ 112,055.40	Initial	C362309
R. Rice	Public Service State Coord.	\$ 202,614.00	Initial	C362111
R. Rice	Public Service State Instruct	\$ 76,050.00	Initial	C362112
S. Smith	TANF Assessment	\$ 121,303.00	Initial	C361996
S. Cook	SPOKES	\$ 1,148,838.00	Initial	C361987

Executive Director's Report cont.:

Graduate and Certification Programs

RESA 1 enrolled 24 educators in the MEd. Reading Specialist program of study and 24 educators in the MEd. Educational Leadership and Supervision to begin with the fall semester of 2011. These students are now enrolling at Concord University. There is currently a waiting list for the Leadership program.

Education Audit

Dr. JoAnn Cox of MGT of America has contacted RESAs to provide information concerning the Education Audit currently being conducted at the direction of the WV Legislature. The Regional Council members in every RESA will receive a survey concerning the services provided through the RESA offices in West Virginia. In addition to surveying all RESA Executive Directors and all State Regional Council members, RESA 7 was selected to receive a complete review of agency operations and services. This survey will be conducted during the month of August.

Substitute Teacher Training Course

Susan Barnes, Jane Meador and I developed a combination face-to-face and online course to certify and recertify RESA substitute teachers. The class in this format is currently being offered to 20 new or recertifying substitute teachers. The training includes online learning modules on Math strategies, Literacy strategies, Behavior management, and Classroom management. On the final day of the course, (August 19th), participants will attend a face to face session on laws, policies, CSOs, dress and protocol for substitutes; hands on technology (whiteboards, downloading media from digital devices and use of LCD projectors).

School Bus Operator Training

RESA 1 is currently providing school bus operator training in Raleigh County. New bus operators have been certified in Mercer and Raleigh Counties.

Director of Program Development

A committee reviewed applications for the RESA Director of Program Development on August 1, selecting a pool of applicants to be interviewed. The interview committee (Dr. Charlotte Hutchens, Dr. Kevin Siers, Vickie Hinerman and Brenda Buie of McDowell County) interviewed the top five applicants on August 5th. Michelle Moore of Raleigh County was selected for the position and will begin employment on August 16th, pending approval of the State Board of Education.

RESA 1 Reports

The RESA 1 Report-at-a-Glance for FY 11 has been completed and is submitted with this report. RESA 1 is currently revising the strategic plan for FY 12; the plan is due October 1, 2011. We are also working to complete 2010-2011 Annual Report. It is expected that both documents will be completed for at the September Regional Council meeting.

Working on Writing (WOW) Factors

During the week of August 8-12, forty RESA 1 educators are attending the Working on Writing (WOW) Factors summer institute on the campus of Concord University. Teachers will review the most recent WESTEST2 writing results, receive support for using the WV Writes program, and learn research-based writing strategies across the curriculum, including training on the 6+1 Writing Program. The summer institute is made possible through a Higher Education Policy Commission Grant and is provided through collaboration with RESA 1, Concord University, Bluefield State College, and the West Virginia Department of Education. Follow-up school site visits to provide ongoing support is included in the grant activities.

PRISM

More than 40 elementary, middle, and high school History teachers participated in the second PRISM American History Grant summer institute held at Concord University. This grant focuses on deepening teacher understanding of American History, especially as it relates to the US Constitution. In the third year of this five year grant, teachers participate in ongoing course work through funding provided by the US Department of Education awarded through RESA 1.

INFORMATION/DISCUSSION:

State Board Policy 4373:

Don Chapman, Assistant Director, Office of Healthy Schools, WVDE presented a draft copy of the WV State Board Expected Behavior in Safe and Supportive School Policy 4373. The West Virginia Board of Education believes that public schools should undertake proactive, preventive approaches to ensure a positive school climate that fosters learning and personal/social development.

This draft document contains proposed content for policy revision. Provide written feedback to Office of Healthy Schools Website at <http://wvde.state.wv.us/healthyschools/> and open the "4373 Feedback" link.

ACTION:

1. Motion by Dave Ballard and second by Mike Callaway to approve the July 14, 2011 minutes. The minutes were approved.
2. Motion by Mary Alice Kaufman and second by Dave Ballard to accept the Monthly Financial Reports for July 2011. Motion passed. Monthly Financial Reports were accepted.
3. Motion by Dr. Kevin Siers and second by Dave Ballard to approve the RESA 1 Travel Reimbursement Policy. Motion Passed. Travel Policy was approved.
4. Motion by Mike Callaway and second by Mike Prichard to approve the Job Posting, Information Technology Specialist for McDowell County. Motion Passed. Job posting was approved.
5. Motion by Mary Alice Kaufman to adjourn the August 11, 2011 Regional Council Meeting. Meeting adjourned.

Respectfully submitted,

Signed Copy on File

Keith Butcher, Executive Director
RESA-1

Date