

Minutes

**Regional Council Meeting
Beckley, West Virginia
November 10, 2011**

ATTENDANCE:

REGIONAL COUNCIL MEMBER PRESENT:

<u>Mercer County</u>	Dr. Deborah Akers, Superintendent Gilbert E. Bailey, Board Member
<u>McDowell County</u>	Jim Brown, Superintendent
<u>Monroe County</u> Danny	Dr. Kevin Siers, Superintendent Lively, Board Member
<u>Raleigh County</u>	Dr. Charlotte Hutchens, Superintendent
<u>Wyoming County</u>	Mr. Frank Blackwell, Superintendent Mike R. Prichard, Board Member
<u>Higher Education</u>	Dr. Cheryl Trull-Barnes, Concord University Dr. Betsy Steenken, Bluefield State College

REGIONAL COUNCIL MEMBER NOT PRESENT:

<u>Mercer County</u>	Mary Alice Kaufman, Board Member
<u>McDowell County</u>	J. Michael Callaway, Board Member
<u>Raleigh County</u>	Cynthia Jafary, Board Member Clyde Stepp, Principal, Board Member Darrin Butcher, Treasurer
<u>Summers County</u> David	Vicki Hinerman, Superintendent Dr. Sarah Brown, Chief Instructional Leader Ballard, Board Member
<u>Higher Education</u>	Dr. Kathy Liptak, Concord University
<u>WVDE</u>	Dr. Kathy D'Antoni, Assistant State Superintendent of Schools

RESA 1 STAFF MEMBERS PRESENT:

Keith Butcher, Executive Director, RESA 1
LaDawn Mitchem, Executive Secretary
Michelle Moore, Professional Development Coordinator
Jamie Bailey, Medicaid Specialist
Susan Barnes, Retired, RESA 1 Special Education Director

CALL TO ORDER

The meeting was called to order at 10:00 am by Dr. Deborah Akers, Superintendent, Mercer County Schools.

REPORTS:

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

Medicaid Report Update: The Medicaid Reports for October 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 October 2011 were posted online prior to the meeting and were available for review. There were no questions or discussion concerning the status reports.

INFORMATION/DISCUSSION:

Concord University Graduate Studies – Cheryl Trull-Barnes, Ph.D., Interim Director of Graduate Studies, Concord University presented the regional council with new graduate studies brochures.

1. Master of Education (M.Ed.) with Content Specializations
2. Master of Arts in Teaching (MAT)
3. Master of Education (M.Ed.) Education Leadership and Supervision
4. Master of Education (M.Ed.) Geography

RESA 1 Privacy Policy – Keith Butcher, RESA 1 Executive Director, presented the RESA 1 Privacy Policy. Approval of a privacy policy is required for a reduction in the BRIM insurance premium.

RESA 1 Salary Schedule – A change in the annual salary supplement from \$5,000 to \$8,000 for the position of director is recommended by the Executive Director.

Improving Teaching Quality Grant Application – Keith Butcher, presented the regional council the HEPC Improving Teacher Quality Grant. The Higher Education Policy Commission (HEPC) provided grant funding up to \$75,000 for professional development to partnerships of school districts and higher education institutions.

RESA 1 Annual Report – Keith Butcher presented the regional council with the 2010-2011 Annual Report for Approval.

**Executive Director’s Report
November 10, 2011**

Grants Awards Received/Revised

Coord /Dir	Grant	Amount	Type	C Number
M. Moore	Teacher Leadership Institute	\$ 100.00	Initial	C366957

Substitute Teacher Training

RESA 1 is completing a second substitute teacher training. The next training and certification program will be conducted in January.

OEPA

RESA 6 received a program audit visit on October 31st from the West Virginia Office of Education Performance Audits.

Executive Director's Report cont.
November 10, 2011

HEPC Grant

A committee of people representing the school districts, private schools, Concord University, Bluefield State College and RESA 1 met to discuss a grant proposal to be submitted to the Higher Education Policy Commission. It was determined that Middle School /Junior High School Reading and English Arts teachers and Social Studies teachers would be invited to attend a summer institute on improving student writing performance. The grant application must ensure that follow-up activities are conducted and that an extensive evaluation of effectiveness is completed. The first week in August was selected as a tentative date. Mr. Butcher is writing the grant application.

PRISM

Forty teachers of American History will be recruited to participate in the Teaching American History, PRISM, grant program. Teachers attend a two-week summer institute and participate in ongoing activities to increase teacher content knowledge and use of authentic original document sources and engaging instructional strategies. In addition to the six counties of RESA 1, Nicholas, Fayette and Greenbrier Counties are participating in this professional development grant.

Cooperative Purchasing

Through RESA 5 in Parkersburg, all eight RESAs made application to join the Association of Educational Purchasing Agencies (AEPA). AEPA is the purchasing agent for school cooperatives in 25 different states. Once West Virginia participation has been approved, information on how counties can take advantage of AEPA bids will be shared with the school districts of West Virginia.

McDowell County Guidance and Counseling Program

Mr. Butcher is providing technical assistance to the McDowell County school guidance and counseling program. Professional development was provided to the principals and school counselors on the American School Counselors Association's research based comprehensive school counseling program model. Each counselor completed a program audit against national standards and a personal skills and knowledge audit. All students, grades 5- 12 completed a survey to determine program needs. This information is being used to develop a three-year action plan to develop a comprehensive school guidance and counseling program at every school.

Developing Regional Leadership

RESA 1 is planning a **Leadership Series** professional development day for school and district leaders. Principals are required to complete continuing education hours for their administrative portfolio. The topic being considered is *support for personalized learning*.

Two counties have asked that RESA facilitate a meeting of county **Homebound Coordinators** for their professional development and networking. Additional information will be provided soon. One county has asked that RESA 1 facilitate a professional development and networking day for social workers that are working in schools with school improvement grant funding. RESA is currently exploring possible presenters and resources for **School-Based Social Workers**.

Fingerprinting

Despite best efforts and a continuing expression of willingness to house mobile fingerprinting services for the Southern West Virginia area, the Council for Independent Living, located in Beaver, WV, was selected as the Beckley mobile fingerprinting site. Those who need to have a background check will need to register online at the L-1 Identity Solutions website and selected a fingerprinting location of their choice.

ACTION:

1. Motion by Dr. Kevin Siers and second by Frank Blackwell to approve the October 13, 2011 minutes. The minutes were approved.
2. Motion by Mike Prichard and second by Dr. Kevin Siers to accept the Monthly Financial Reports for October 2011. Motion passed. Monthly Financial Reports were accepted.
3. Motion by Gilbert Bailey and second by Danny Lively to approve the RESA 1 Privacy Policy. Motion passed. Privacy Policy approved.
4. Motion by Mike Prichard and second by Frank Blackwell to place the RESA 1 Privacy Policy on a Twenty-Day Comment Period. Motion passed.
5. Motion by Gilbert Bailey and second by Jim Brown to approve an increase in the amount of the Director Salary Supplement. Motion passed. Increase was approved.
6. Motion by Dr. Kevin Siers and second by Frank Blackwell to approve the RESA 1 Annual Report 2010-2011. Motion passed. Annual Report approved.
7. Motion by Gilbert Bailey to adjourn the November 10, 2011 Regional Council Meeting. Meeting adjourned.

Respectfully submitted,

Signed Copy on File.

Keith Butcher, Executive Director
RESA-1

Date