

# Minutes

## Regional Council Meeting Beckley, West Virginia April 19, 2012

---

### **ATTENDANCE:**

#### **REGIONAL COUNCIL MEMBER PRESENT:**

<b><u>Mercer County</u></b>	Dr. Deborah Akers, Superintendent Mary Alice Kaufman, Board Member
<b><u>Monroe County</u></b>	Dr. Kevin Siers, Superintendent Danny Lively, Board Member
<b><u>Raleigh County</u></b>	Darrin Butcher, Treasurer Cynthia Jafary, Board Member
<b><u>Summers County</u></b>	Vicki Hinerman, Superintendent Dr. Sarah Brown, Chief Instructional Leader
<b><u>Wyoming County</u></b>	Mike R. Prichard, Board Member
<b><u>WVDE</u></b>	Dr. Gene Coulson, Executive Director Office of Career & Technical Innovations

#### **REGIONAL COUNCIL MEMBER NOT PRESENT:**

<b><u>McDowell County</u></b>	Jim Brown, Superintendent J. Michael Callaway, Board Member
<b><u>Raleigh County</u></b>	Dr. Charlotte Hutchens, Superintendent Clyde Stepp, Principal,
<b><u>Summers County</u></b>	David Ballard, Board Member
<b><u>Wyoming County</u></b>	Mr. Frank Blackwell, Superintendent Jeanette "Jeanie" Graham, Teacher
<b><u>Higher Education</u></b>	Dr. Betsy Steenken, Bluefield State College Dr. Kathy Liptak, Concord University
<b><u>WVDE</u></b>	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  
Greg Bartlett, Special Education Director

## **CALL TO ORDER**

The meeting was called to order at 10:45 am by Dr. Deborah Akers, Superintendent, Mercer County Schools.

## **REPORTS:**

**State Board of Education Report:** Dr. Gene Coulson gave an overview on the West Virginia State Department.

**Financial Report Update:** The financial reports for March 2012 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 March 2012 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 March 2012 were posted online prior to the meeting and were available for review. There were no questions or discussion concerning the status reports.

## **EXECUTIVE DIRECTORS REPORT:**

**April 19, 2012**

### **School Improvement**

This month, assistance was provided to McDowell County in the areas of school counseling, instructional practices, classroom management, and school culture. Keith Butcher, Michelle Moore and Greg Bartlett taught a class for teachers at Mount View High School based on modules from *A Handbook for Classroom Management that Works*. Assistance with Instructional Practices Inventories was provided to the following Raleigh County schools: Cranberry Prosperity Elementary, Crescent Elementary, Fairdale Elementary, Beckley Elementary, Sophia-Soak Creek Elementary, and Hollywood Elementary. Facilitation was provided for a Culture Typology at Peterstown Elementary in Monroe County.

### **Mathematics Science Program Grant**

Michelle Moore and Keith Butcher are writing an MSP grant on behalf of all six counties for elementary mathematics professional development. If awarded, the grant will provide for a summer institute and ongoing professional development for 25-30 elementary teachers of mathematics. Concord University will be the higher education partner for this grant application and will be developing the accompanying coursework for participating elementary classroom teachers.

### **Policy Development**

The RESA 1 Policy Committee (Mary Alice Kaufman, Tiffanie Bishop-O'Brien, Celi VanDyke, Sandy Hawley, LaDawn Mitchem and Keith Butcher) met to consider policy revisions for current policies 601 and 602 and to consider a new policy for Dedicated Sick leave Donation. A policy draft for Social Media Use was discussed and tabled until additional polices were reviewed and additional information was researched.

### **Responding to School Crisis Events**

- The State has released templates for School Crisis Response Plans (CRP). Please let RESA 1 know if counties or schools need assistance in the completion of the school CRP.
- Almost every school will, at some time, experience a traumatic event such as the loss of a student or employee. RESA can provide training for principals or counselors in school crisis response by a national board certified trainer in School Crisis Response and Traumatic Stress. The training includes tools, protocols and guidelines for teachers, parents, counselors and principals.

## **EXECUTIVE DIRECTORS REPORT cont.**

### **AEPA Purchasing**

The Executive Directors for RESAs 1 and 5 are the two West Virginia board members for the Association of Education Purchasing Agencies. Mr. Butcher attended the AEAP Board Meeting held April 15<sup>th</sup> – 17<sup>th</sup>. Once contracts have been completed with participating companies, West Virginia school systems, colleges, universities and community colleges will be able to take advantage of national bid pricing.

## **INFORMATION/DISCUSSION:**

### **Framing Your Success**

Dr. Martin, a consultant with the Edwards Education Services, presented to the regional council the strands that create a comprehensive approach for crafting a plan for continuous and sustainable school-wide improvement.

### **Regional School Wellness**

Emily Meadows, RESA 1 Regional School Wellness Specialist, presented an overview of the RESA 1 School Wellness Program.

### **Policy Committee Report**

Keith Butcher requested the regional council place (1) Policy 601, Unpaid Medical Leave, (2) Policy 602, Unpaid Family Leave and (3) Directed Sick Leave Donation Policy on public comment for twenty days. (Policy Committee: Mary Alice Kaufman, Celi VanDyke, Tiffanie Bishop-O'Brien, Sandy Hawley, LaDawn Mitchem and Keith Butcher.

### **RESA 1 Satisfaction Survey 2012**

Keith Butcher reviewed the 2012 RESA 1 Satisfaction Survey with the Regional Council.

## **ACTION:**

1. Motion by Kevin Siers and second by Mike Prichard to approve the March 2012 minutes. Motion passed. The minutes were approved.
2. Motion by Dr. Kevin Siers and second by Danny Lively to accept the Monthly Financial Reports for March 2012. Motion passed. Monthly Financial Reports were accepted.
3. Motion by Mary Alice Kaufman and second by Cindy Jafary to accept the Audit Report FY 2011. Motion passed. Audit Report was accepted.
4. Motion by Dr. Kevin Siers and second by Mike Prichard to place the revision of Policy 601 on public comment for twenty days. Motion passed.
5. Motion by Dr. Kevin Siers and second by Mike Prichard to place the revision of Policy 602 on public comment for twenty days. Motion passed.
6. Motion by Dr. Kevin Siers and second by Danny Lively to place the Directed Sick Leave Donation Policy on public comment for twenty days. Motion passed.
7. Motion by Dr. Kevin Siers to adjourn the April 19, 2012 Regional Council Meeting. Meeting adjourned.

Respectfully submitted,

Signed Copy on File

---

Keith Butcher, Executive Director  
RESA 1

---

Date