

RESA-I STATUS REPORT	
PROGRAM:	ABE TECHNOLOGY COORDINATION
DATE:	January 2012
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 a. Server and UPS Installed b. Software Installed c. Electrical Work Completed 3. Programming updates for PY '12 sent to Strictly Business a. Working on new platform b. 400A/B Errors	WV Adult Basic Education (ABE) Instructors / Administrators Statewide	Contract with Strictly Business, to maintain and continue development
Provide Technical Assistance to WVABE Instructors statewide upon request 1. Student Enrollment Deletions 2. Student Deletions 3. Class Deletions 4. Misc. Calls / E-mails 5. 400A/B Errors	WV Adult Basic Education (ABE) Instructors / Administrators Statewide	
AEMIS FAQ/Requests This Month 1. Duplicate Enrollments 2. Errors when enrolling students	WV Adult Basic Education (ABE) Instructors / Administrators Statewide	

AREA: Professional Development Provided		
ACTIVITIES	POPULATION SERVED	COMMENTS
AEMIS Data Entry	WVABE Workplace Education	January 19, 2012 Workforce - Princeton, WV

AREA: Professional Development Attended		
ACTIVITIES	POPULATION SERVED	COMMENTS
None	None	None

AREA: Miscellaneous		
ACTIVITIES	POPULATION SERVED	COMMENTS
None	None	None

RESA-I STATUS REPORT	
PROGRAM:	ADULT BASIC EDUCATION & SPOKES
DATE:	January 2012
STAFF:	SHAWN COOK
FUNDING SOURCE:	STATE / FEDERAL

AREA: GED		
ACTIVITIES	POPULATION SERVED	COMMENTS
<ul style="list-style-type: none"> • Administer the GED Exam (Peter Minogue). • Verified diploma obtainment for examinees. • Worked with instructors to update examinee records. • Assisted ABE instructors with registering students for the GED exam. • Initiated invoices to pay counties for GED exams administered. • Verified, coded and processed timesheets for examiners. • Inventoried in 2012 exams, and inventoried out 2011 exams. 	<p>Braxton, Mercer, Nicholas, Raleigh, Summers, Webster Counties</p>	<ul style="list-style-type: none"> • GED examination administered to 226 full and 111 partial examinees year to date. • Also one accommodations test session

AREA: ABE		
ACTIVITIES	POPULATION SERVED	COMMENTS
<ul style="list-style-type: none"> • Program administration, including review of student information, leave, budgets and technical assistance to ABE classes. • Facilitated professional development. • Continued to work with Richwood family learning center regarding establishment of distance learning center. With the help of Melanie Hayslette, conducted Plato training and facilitated initial staffing. • Continued to work with new instructors at Catholic Charities. • Verified, coded and processed timesheets for instructors and substitutes. Monitored budgets, prepared requisitions in WEVIS, coded invoices for payment. Reviewed budgets and transaction reports. • Provided support to instructors with purchasing of supplies. • Conducted pre-service for new Instructor of Mullens program. 	<p>CCS, OIEP, Braxton, Greenbrier, Nicholas, Pocahontas, Summers, Webster, Wyoming, Mercer & Braxton.</p>	<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 • Program administration, including review of student information, leave and budgets. • Pre-service for Spokes Sub instructor. • Aided 2 instructors (Vuolo/Clay) with certification • Verified, coded and processed timesheets for instructors and substitutes. Monitored budgets, prepared requisitions in WEVIS, & coded invoices for payment. • Facilitated staff development. • Research cost effective supplies and facilitate purchases for all 12 counties within RESAs 1 & 4. • Facilitated two student recognitions. <p>In addition, Instructor Sandra Adkins accomplished the following, above and beyond the scope of classroom responsibilities:</p> <ul style="list-style-type: none"> • Visited 7 SPOKES programs to provide additional training for the IC3 & MOS certification programs - December • Provided initial IC3 & MOS training for Clay/Roane/Mercer/Monroe SPOKES programs – December • Attended 2-day meeting of the GED Curriculum Design Team (Dr. Varner project) in Charleston • Completed the setup and move of the Braxton Adult Learning Center to its new location • Provided Learning To Achieve training at the SPOKES staff meeting - December • Designated "backup" for Christina Harper to enroll SPOKES students in Customer Service/IC3/MOS - January • Provided telephone technical assistance with installation of IC3 in 4 SPOKES classrooms 	<p>Programs in all counties</p>	<ul style="list-style-type: none"> • Under RESA direction 9 full time and 2 part-time Spokes classes conducted. • Conducted walk-through: 36 total for the year.

RESA-I STATUS REPORT	
PROGRAM:	ADOLESCENT HEALTH INITIATIVE
DATE:	January 2012
STAFF:	Celi Van Dyke, Adolescent Health Coordinator
FUNDING SOURCE:	Office of Maternal Child and Family Health

AREA: EDUCATION AND AWARENESS		
ACTIVITIES	POPULATION SERVED	COMMENTS
1/14-1/19/12 Attended the Girls on the Run International Summit in Tampa, FL	Region 1	The conference equipped me with the information and resources I need to help expand the Girls on the Run program into more sites in Region 1. Addressed: childhood obesity, teen pregnancy prevention
1/10/12 professional development with 8 Raleigh County Family Violence Task Force Members. Topic: Violence Against Women Grant Act Policies and Procedures	Region 1	This group is dedicated to improving the coordinated response to family violence so that children can grow up in safe homes. I facilitate these meetings and provide the mandatory trainings. Addressed: injury prevention, violence prevention
1/21/12 professional development with 5 volunteers from Trap Hill Middle School: Topic Girls on Track Coaches Training	Raleigh	These volunteers will implement Girls on Track with 15-30 6 th -8 th grade girls at Trap Hill Middle School. GOTR addressed: childhood obesity, teen pregnancy prevention
1/24/12 professional development with 221 students at Trap Hill MS. Topic: Girls on Track	Raleigh	These girls learned about the Girls on Track program and how to apply for the program this season. Addresses: childhood obesity, teen pregnancy prevention
1/24/12 professional development with 3 parents at RESA 1. Topic: 40 Development Assets	Raleigh	These parents learned how to build assets with their adolescents. Addressed: substance abuse prevention, teen pregnancy prevention, violence prevention
1/25/12 professional development with 50 students at Mabscott Elementary School. Topic: Read Aloud, mentors and reaching goals	Raleigh	Discussed mentors and reaching goals with 4 th and 5 th graders. Addressed: substance abuse, teen pregnancy prevention, violence prevention
1/26/12 professional development with 14 students and 34 adults. Topic: Trap Hill Girls on Track	Raleigh	These parents and students learned about the Girls on Track program at Trap Hill Middle School. Addressed: childhood obesity, teen pregnancy prevention, violence prevention, substance abuse prevention

AREA: LEADERSHIP AND COLLABORATION		
ACTIVITIES	POPULATION SERVED	COMMENTS
1/9/12 attended a meeting to discuss Instructional Practice Inventory (IPI) protocols for upcoming site visits	Wyoming	IPI measures student engagement at schools and will help enhance school climate and learning for adolescents in this region.
1/9/12 facilitated YMCA Get Up, Get Active Youth Movement planning meeting	Region 1	This group is working to develop more activities for youth. Addresses: childhood obesity

AREA: LEADERSHIP AND COLLABORATION cont.		
ACTIVITIES	POPULATION SERVED	COMMENTS
1/10/12 attended the Wyoming County Family Resource Network meeting	Wyoming	Networked with other professionals in Wyoming County. I discussed AHI services and Girls on the Run. The group regularly addresses: substance abuse, childhood obesity, injury prevention, teen pregnancy prevention
1/11/12 participated in Education Alliance Frontline Dropout Prevention conference call and submitted application for Americorp Workers	Raleigh	This project will address: violence prevention, substance abuse prevention, childhood obesity, and teen pregnancy prevention
1/11/12 facilitated the Summers County Substance Abuse Partnership meeting	Summers	I regularly facilitate these meetings and I am currently assisting with the Strategic Planning process. This group addresses: substance abuse prevention
1/26/12 attended indoor youth triathlon planning meeting at the YMCA	Region 1	Assisted with last minute triathlon planning. Addressed: childhood obesity
1/30/12 attended Expanded School based Mental Health Advisory Board meeting	Mercer	This group is advising the development of School based Mental Health at Mercer School. Addressed: violence prevention, substance abuse prevention, and teen pregnancy prevention
1/30/12 attended Girls on the Run planning meeting at ChildLaw services	Region 1	Met with ChildLaw Executive Director to discuss Girls on the Run Spring season and growth plan.

Other: This month I conducted professional development on various topics with 285 youth Region 1 and 50 adults. Additionally, I was directly involved with 8 different community asset building teams this month.

The Beckley Area Foundation and Saucony grant proposal for the YMCA Get Up, Get Active group are still being reviewed.

I am continuing to work with the Raleigh County Dropout Prevention Leadership Team and have been asked to consult with Raleigh County on the implementation of policy 4373. I continue to collaborate and work closely with the Region 1 School Wellness Specialist.

The Girls on the Run International Summit was very enlightening and equipped me with resources and information that will help me expand this program throughout the region.

RESA-I STATUS REPORT	
PROGRAM:	COORDINATED SCHOOL PUBLIC HEALTH
DATE:	January 2012
STAFF:	Emily Meadows
FUNDING SOURCE:	WVDE Office of Healthy Schools

AREA: EDUCATION AND AWARENESS		
ACTIVITIES	POPULATION SERVED	COMMENTS
Presented to the BOE on the Chefs-in-the-Schools pilot program; held first CITS event at SSHA	Raleigh County	Local media, county administration, BOE members, etc were present. Event was success.
Presented to students, staff, and parents on the Girls on Track program	Raleigh County	Trap Hill Middle School will be first Raleigh County site for GOTR/GOT
Trained Girls on the Run/Girls on Track coaches for upcoming season	Raleigh County	5 coaches trained
Attended the Prevention without Borders Bath Salts training	McDowell, Mercer, Monroe, Raleigh, Summers, and Wyoming Counties	Working with counties to provide community-based trainings in each county
Conducted IPI at Road Branch and Berlin McKinney Elementary Schools	Wyoming County	Promoted physical activity, Let's Move and wellness as ways to engage students

AREA: LEADERSHIP and COLLABORATION		
ACTIVITIES	POPULATION SERVED	COMMENTS
Attended County Wellness Council meeting	Raleigh County	
Attended the Get Up, Get Active Youth Movement planning meeting	Raleigh County	Fundraisers and developing community partnerships
Attended FRN meeting	Wyoming County	
Attended the WV Teen Pregnancy Prevention Task Force meeting	McDowell, Mercer, Monroe, Raleigh, Summers, and Wyoming Counties	
Participated in the Kidstrong Conference School Climate track's conference call	McDowell, Mercer, Monroe, Raleigh, Summers, and Wyoming Counties	
Met with Amy File with the Alliance for a Healthier Generation to discuss further collaboration	McDowell, Mercer, Monroe, Raleigh, Summers, and Wyoming Counties	
Attended the ESMH Advisory Team meeting	Mercer County	

RESA-I STATUS REPORT	
PROGRAM:	MEDICAID
DATE:	JANUARY 2012
STAFF:	JAMIE BAILEY
FUNDING SOURCE:	LOCAL / STATE

AREA: MEDICAID BILLING		
ACTIVITIES	POPULATION SERVED	COMMENTS
Billed Medicaid	McDowell	50,039.43
	Mercer	38,641.04
	Monroe	112,252.52
	Raleigh	292,661.77
	Summers	21,848.96
	Wyoming	137,464.09

AREA: MEDICAID		
ACTIVITIES	POPULATION SERVED	COMMENTS
Technical Assistance	McDowell	Assisted Patty with correction of billing errors. Transmitted billing files and ran remittances.
	Mercer	Assisted Mark with questions concerning Medicaid billing and provider enrollment. Transmitted billing files and ran remittances.
	Monroe	Assisted with questions concerning Medicaid billing. Transmitted billing files and ran remittances.
	Raleigh	Transmitted billing files and ran remittances.
	Summers	Transmitted billing files and ran remittances.
	Wyoming	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.

AREA: MEDICAID CONT		
ACTIVITIES	POPULATION SERVED	COMMENTS
Meetings/Training	Monroe /Summers	Prepared Reimbursement and Transmittal Reports for all six counties. Prepared Professional Development / Service Report. Provided Random Moment Time Study training to providers in Monroe and Summers counties.

RESA-I STATUS REPORT	
PROGRAM:	PUBLIC SERVICE TRAINING
DATE:	January 2012
STAFF:	RICK RICE/SANDY HAWLEY
FUNDING SOURCE:	STATE

AREA: FIRE STARTED		
ACTIVITIES	POPULATION SERVED	COMMENTS
Art of Reading Smoke	Greenbrier	Alderson Fire Department
Fire Officer 1	Braxton	Sutton Fire Department
Fire Officer 1	Greenbrier	Fairlea Fire Department
Fire Officer 1	Raleigh	Coal City Fire Department
Fire Officer 1	Raleigh	RESA 1 On-Line
Fire Officer 2	Braxton	Sutton Fire Department
Fire Officer 2	Greenbrier	Fairlea Fire Department
Fire Officer 2	Raleigh	Coal City Fire Department
Fire Officer 1	Raleigh	RESA 1 On-Line
Firefighter 1	Greenbrier	Lewisburg Fire Department
Firefighter 2	Mercer	Princeton Fire Department
Firefighter 2	Nicholas	Summersville fire Department
Firefighter 2	Fayette	Fayetteville Fire Department
Firefighter 2	Wyoming	Pineville fire Department
Hazardous Materials Awareness	Greenbrier	Quinwood Fire Department
Hazardous Materials Awareness	McDowell	McDowell County Fire Departments
Hazardous Materials Awareness (2 classes)	Mercer	Princeton Rescue Squad
Hazardous Materials Operations	Greenbrier	Lewisburg Fire Department
Vehicle Rescue Awareness	Mercer	Princeton Rescue Squad
Vehicle Rescue Operations	Mercer	Princeton Rescue Squad

AREA: FIRE COMPLETED		
ACTIVITIES	POPULATION SERVED	COMMENTS
Art of Reading Smoke	Greenbrier	Greenbrier Resort (28)
Fire Officer 1	Raleigh	Coal City Fire Department (16)
Fire Officer 2	Raleigh	Coal City fire Department (16)
Firefighter 2	Mercer	Princeton Fire Department (16)
Hazardous Materials Awareness	Greenbrier	Quinwood Fire Department (17)
Hazardous Materials Awareness	McDowell	McDowell 911 (37)
Hazardous Materials Awareness (2 classes)	Mercer	Princeton Rescue Squad (15)
Vehicle Rescue Awareness	Mercer	Princeton Rescue Squad (10)
Vehicle Rescue Operations	Mercer	Princeton Rescue Squad (10)

AREA: EMS STARTED		
ACTIVITIES	POPULATION SERVED	COMMENTS
Basic EMT	Braxton	Heaters/Weyerhaeuser
Basic EMT	Greenbrier	Fairlea
Basic EMT	McDowell	Welch
Basic EMT	Raleigh	Jan Care Beckley
Basic EMT Recertification	Raleigh	Beckley
CPR	Braxton	Heaters/Weyerhaeuser
CPR (4 Classes)	Braxton	Weyerhaeuser Corporation
CPR	Greenbrier	Fairlea
CPR	Greenbrier	Lewisburg Fire Department

AREA: EMS STARTED cont		
ACTIVITIES	POPULATION SERVED	COMMENTS
CPR (2 Classes)	Greenbrier	WV Mine Power
CPR (4 Classes)	McDowell	McDowell County Fire Fighters
CPR	McDowell	McDowell County Spokes
CPR	McDowell	Welch
CPR	Summers	Summers County Spokes
CPR	Raleigh	Jan Care/Beckley
CPR	Raleigh	MSHA/Beckley Security
CPR	Pocahontas	Cass
CPR (2 Classes)	Raleigh	Pocahontas Coal
EMT Mining (2 Classes)	Raleigh	Pocahontas Coal
First Aid (4 Classes)	Braxton	Weyerhaeuser Corporation
First Aid	Greenbrier	Lewisburg Fire Department
First Aid (2 Classes)	Greenbrier	WV Mine Power
First Aid (4 Classes)	McDowell	McDowell County Fire Fighters
First Aid	McDowell	McDowell County Spokes
First Aid	Summers	Summers County Spokes
First Aid	Raleigh	MSHA/Beckley Security
First Aid Annual Retraining (4 Classes)	Nicholas	Fola Coal Company
First Aid Annual Retraining (2 Classes)	Nicholas	Nicholas Energy
First Responder	Mercer	Pounding Mill quarry

AREA: EMS COMPLETED		
ACTIVITIES	POPULATION SERVED	COMMENTS
CPR	Braxton	Gassaway Fire Department (21)
CPR	Braxton	Sutton Fire Department (17)
CPR (4 Classes)	Braxton	Weyerhaeuser Corporation (90)
CPR (2 Classes)	Greenbrier	WV Mine Power (22)
CPR (2 Classes)	McDowell	McDowell County Fire Firefighters (39)
CPR	McDowell	McDowell County Spokes (4)
CPR	Raleigh	MSHA/Beckley (9)
CPR	Summers	Summers County Spokes (7)
CPR	Pocahontas	Cass (2)
CPR	Pocahontas	Marlinton (4)
First Aid	Braxton	Gassaway Fire Department (21)
First Aid	Braxton	Sutton Fire Department (17)
First Aid (4 Classes)	Braxton	Weyerhaeuser Corporation (90)
First Aid	Greenbrier	WV Mine Power (22)
First Aid (2 Classes)	McDowell	McDowell County Fire Firefighters (39)
First Aid	McDowell	McDowell County Spokes (4)
First Aid	Raleigh	MSHA/Beckley (9)
First Aid	Raleigh	Rhodell Fire Department (10)
First Aid	Summers	Summers County Spokes (7)
First Aid Annual Retraining (3 Classes)	Nicholas	Fola Coal Company (25)
First Aid Annual Retraining (2 Classes)	Nicholas	Nicholas Energy (233)

AREA: OTHER PUBLIC SERVICE TRAINING		
ACTIVITIES	POPULATION SERVED	COMMENTS
Search & Rescue	McDowell	McDowell 911 (53)

AREA: MEETINGS		
ACTIVITIES	POPULATION SERVED	COMMENTS
	WV Firefighters	HB 4107
	WV Firefighters	HB 4107

RESA-I STATUS REPORT	
PROGRAM:	Program Development
DATE:	January 2012
STAFF:	Michelle Moore
FUNDING SOURCE:	State & Federal

AREA: Substitute Training Class		
ACTIVITIES	POPULATION SERVED	COMMENTS
Contacted substitute candidates and answered questions/concerns (on-going) about Winter 2012 class	RESA 1 Substitute Teacher candidates (90 registered participants)	
1/23/12 Winter 2012 Substitute Teacher Training Orientation	RESA 1 Counties	12 participants

AREA: 21st Century Community Learning Center		
ACTIVITIES	POPULATION SERVED	COMMENTS
Weekly contact with Vickie Webb (site coordinator) for program updates and planning.	BEST CCLC Site Coordinator	Upcoming parent & staff training sessions, promoting program, and Advisory Council
1/6/12 Phone conference with Marsha Bailes, Josh Asbury, and Benitez Jackson (WVDE) to review CIPAS final report and goals for Action Plan	BEST CCLC	WVDE 21 st CCLC grant will issue \$9,200 to assist program sites with Action Plan. Action Plan goals to be completed by June 2012.
Completed Action Plan and submitted to Benitez Jackson on 1/13/12	BEST CCLC	
1/9/12 Staff Meeting with BEST CCLC	BEST CCLC Staff (7)	Program updates and upcoming events, collaborate on Action Plan goals, responsibilities, and timeline. Plan to hire data entry assistant to input Afterschool required data, CIPAS data, manage program documentation, and facilitate Advisory Council communications.
1/20/12 Attended training on Apangea math program (web-based program)	BEST CCLC and Summers County CCLC	
1/24/12 Facilitated Parent Workshop: 40 Developmental Assets	BEST CCLC Staff (1) and parent (1)	Presented by Celi VanDyke, RESA-1
1/27/12 Meeting with Project Challenge Advisory Council (initial meeting)	BEST CCLC and Summers County CCLC	5 members in attendance; purpose of the council, program overview, review Action Plan and goals, member recruitment, and follow-up meetings

AREA: SES Tutors		
ACTIVITIES	POPULATION SERVED	COMMENTS
1/6/12 Paperwork and SES tutor training for Southside K-8 and 1 tutor will work with two students at Welch.	McDowell County Schools SES students (4) Southside k-8 and (2) Welch Elementary	5 SES tutors in McDowell County
1/17/12 Site Visit @ Bluefield Intermediate	SES tutors (5) and students (5)	2 nd open enrollment for SES services held on 1/18/12; 13 students added; 5 additional tutors hired.

AREA: SES Tutors cont.		
ACTIVITIES	POPULATION SERVED	COMMENTS
1/30/12 Mercer SES tutor paperwork and orientation	(New) 5 SES tutors	5 current SES tutors have been given an additional student each

AREA: SIG 1 & SIG 2 Schools		
ACTIVITIES	POPULATION SERVED	COMMENTS
1/13/12 Participated in phone conference with McDowell County School Improvement Specialists, WVDE, Keith Butcher, and Greg Bartlett	McDowell County Schools	Request for Classroom management training for identified teachers at Mount View High School and River View High School (Greg, Michelle, and Keith to develop and present workshop series to these teachers, reviewed RESA-1 technical assistance to county guidance counselors and River View Core teachers, request for IPI support at Mt. View High School
1/19/12 School Improvement Specialist meeting in Charleston, WV	McDowell County Schools	
1/31/12 River View High School, SmartBoard lessons and student engagement	(21)River View High School, core teachers (teachers)	This will be a monthly series of Tech integration strategies and how to use tech tools

AREA: Social Studies Fair		
ACTIVITIES	POPULATION SERVED	COMMENTS
1/25/12 Facilitated phone meeting with County Social Studies Fair coordinators	McDowell, Raleigh, Summers, Monroe, and Mercer	2 coordinators participated in meeting (Roger Miller and Barbie Little); minutes sent to other counties
1/26/12 Meeting with Chris Treadway, WV State Social Studies Fair	RESA-1 participating counties	Coordinating regional fair, details, and documents
1/30/12 Planning meeting with LaDawn Mitchem	RESA-1 participating counties	

AREA: Miscellaneous		
ACTIVITIES	POPULATION SERVED	COMMENTS
1/3/12 Meeting with Keith Butcher, Greg Bartlett, and Susan Barnes		School Improvement PD plans, work needed in McDowell County, IPI process
1/4/12 Phone conference with Judy Bledsoe about IPI overview in Wyoming County	Berlin McKinney Elementary school and Road Branch Elementary/Middle	
1/5/12 Met with Mr. Frank Blackwell and Mr. McGrady @ WCBOE	Berlin McKinney and Road Branch	Reviewed IPI overview information for afterschool session, discussed follow-up plans for the two schools, OEPA follow-up visit, and having teachers trained to be IPI coders.
1/5/12 IPI Overview	(30) Berlin McKinney and (15) Road Branch faculty	
1/9/12 RESA-1 IPI team meeting		Review plans and process for conducting IPI walkthroughs at Berlin McKinney and Road Branch

AREA: Miscellaneous cont.		
ACTIVITIES	POPULATION SERVED	COMMENTS
1/10/12 Attended RESA PD Director's monthly meeting @ RESA 3		Common Core: presenter, Lou Maynus, WVDE, collaborative meeting with Executive Directors, Summer TLI, WV PD Master Plan
1/11/12 IPI data collection @ Road Branch Elementary/Middle (RESA-1 IPI team)	Road Branch faculty and students	IPI data review scheduled for 1/24/12 w/Greg Barlett and Emily Meadows
1/12/12 Attended Regional Council Meeting	RESA-1 Counties	
1/16/12-2/26/12 Participant in Book Study, Readicide, with Valerie Wilson, WVDE and other TISs		
1/18/12 IPI data collection @ Berlin McKinney Elementary (RESA-1 IPI team) 1/30/12 IPI data review with Berlin McKinney (Greg Bartlett and myself)	(27)Berlin McKinney faculty and students	
1/30/12 Pre-meeting; MSP grant proposal with Paula Wykle, Dr. Charlotte Hutchens, and Sandy Sheatsley	Raleigh County Schools and RESA-1	8 million dollar MSP grant for 2012-2013; target elementary math teachers, summer academy for teachers and students, proposal due March 5, 2012
1/20/12, 1/23/12, and 1/27/12 attended SmartBoard training/prep for River View PD	River View High School Core Teachers	Smart Exchange lessons, Acuity Instructional Resources

RESA-I STATUS REPORT	
PROGRAM:	SPECIAL EDUCATION
DATE:	January 2012
STAFF:	Robert "Greg" Bartlett
FUNDING SOURCE:	STATE and FEDERAL

AREA: EDUCATION AND AWARENESS		
ACTIVITIES	POPULATION SERVED	COMMENTS
RESA 1 Directors Meeting	RESA 1	Discussed: RESA 1 initiatives, including School Improvement, IPI, CPI and Substitute Teacher Training.
RESA 1 IPI Team Meeting	Wyoming County	Developed plan of action for Data Collection and Data Review for 2 Wyoming County Schools.
IPI Data Collections	Road Branch Elementary Wyoming County	Coding completed and data inserted into IPI software.
IPI Data Collection	Berlin McKinney Wyoming County	Coding Completed and data inserted into IPI software.

AREA: LEADERSHIP AND COLLABORATION		
ACTIVITIES	POPULATION SERVED	COMMENTS
State RESA Special Education Directors monthly meeting	State RESA Special Education Directors	Discussed: Autism Face-to-Face meetings, Math and Literacy Academies, RESA T-1 Action Plans, January PD, and planning of Pre-K Strategic Plan and Transition sessions
Office of Special Programs monthly meeting	WVDE OSP staff and RESA representatives	Discussed: Dr. Marple's Priorities, Moving beyond compliance toward improvement and SPP/Apr indicators presentation.
RESA 1 County Special Education Directors Monthly Meeting	RESA 1 Counties	Discussed: IPI, CPI, Medicaid Random Moment Tim Study, T-1 Action Plan, Autism Face-to-Face meeting, Seclusion and Restraint Policy and Dr. Marple's Foundational Questions.
Conference call with McDowell County School Improvement Team and State Representative	McDowell County	Planned RESA involvement through identified teacher workshops/trainings, IPI Data Collection and possible Modeling.
IPI Data Review	Road Branch Elementary Staff	Review of data collected during January 11 th coding. School goals established..
IPI Data Review	Berlin McKinney Elementary Staff	Review of data collected during January 18 th coding. School goals established.
School Improvement Workshop w/McDowell County Marriott, Charleston	McDowell County School Improvement Specialists	Discussed: Acuity and Test-mate clarity and timeline for continuous school improvement.
Alternate Performance Task Assessment (APTA) Scoring prep workshop.	All counties of the state	Revised the APTA scorer's manual and planned PD for week of APTA scoring.
Participated in National Center to Inform Policy and Practice (NCIPP) webinar for special education teacher preparation and support.	All counties of the state	Topic of the webinar was Effective Mentoring of new Special Education teachers.

STATUS REPORT	
PROGRAM:	TECHNOLOGY SERVICES
DATE:	January 2012
STAFF:	JOHN D. WATSON
FUNDING SOURCE:	STATE / LOCAL

AREA: REPAIR AND INSTALLATION SERVICES		
ACTIVITIES	POPULATION SERVED	COMMENTS
Twelve field technicians responding to work orders and assistance requests.	Entire RESA 1 service area	The team of 12 field technicians responded to 1598 work orders and assistance requests throughout the service area. The technicians addressed 63 server issues 34 network issues 11 WVEIS issues 1 data circuit issues 96 router issues 758 workstation issues 228 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.
Configuration training for new BTOP routers	Entire RESA 1 service area	RESA 1's Technology Coordinator attended this State sponsored training on configuration of special services modules on the Cisco 3945 routers.

AREA: INFRASTRUCTURE SUPPORT		
ACTIVITIES	POPULATION SERVED	COMMENTS
AEMIS Server upgrade project	AEMIS service area	Continued coordination with Developer to facilitate the upgrade to the new server.
BTOP Router Installations	Entire RESA 1 service area	Completed the installations for all routers in this project for RESA 1. Returned 2 routers to RESA 3.
Warranty support for HP products	Entire RESA 1 service area	Continuing discussions for statewide RESA technician certification for warranty self maintainers program for HP products.
Development of implementation plan for encryption	RESA 1	Research and develop plan for compliance with privacy policy and implementation of encryption. Planning stage with posted policy on comment.

AREA: PERSONNEL		
ACTIVITIES	POPULATION SERVED	COMMENTS
Technician accountability.	Entire RESA 1 service area	Continued improved tracking and verification procedures for timesheet related issues

AREA: Special Projects		
ACTIVITIES	POPULATION SERVED	COMMENTS
RESA work order reporting	RESA 1 service area	Discussions with other RESA Technology managers concerning the legislative reporting requirements. Polycom meeting with all RESA Technology supervisors.
SPOKES Upgrades	RESA 1 SPOKES service area	Visited Braxton SPOKES and Hacker Valley Computer Literacy Class. Working with Richwood ABE to develop server and lab suggestions and to schedule assistance with setup.
VoIP Implementation	Raleigh County	Continued to gather information for possible implementation using BTOP routers. Possible configuration and address information obtained at RESA 3 router training. Requested address assignment.
Reconfigure Network Operations Center	Raleigh County	Check reported loop issue on new configuration. Working with state technician to develop access list for single point application on outgoing switch port with new configuration.
New email server	Entire RESA 1 service area	Reconfigured all the routers in this RESA to reflect the changes to the access.k12.wv.us email server IP addressing.
Networking Seminar	Entire RESA 1 service area	Working with building automation contractor to develop delivery strategy for requested networking seminar. Requested consideration of assessment before seminar to better provide materials that are at users' current knowledge levels.

RESA-I STATUS REPORT	
PROGRAM:	WVEIS
DATE:	January 2012
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) None to report.
Equipment Failures	RESA-I	Devices configured as needed for new installations or problems in all counties.
Devices/Configurations	All Counties	GTE failures in Mercer, McDowell, Raleigh.
Phone Communication Failures	All Counties	Control Language Programming, Library and Program Maintenance. Library reorganization completed for all counties.
System Jobs/Tasks	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.

AREA: IN-HOUSE DATA PROCESSING cont.		
ACTIVITIES	POPULATION SERVED	COMMENTS
Database Maintenance and Development	All Counties	Printed 3 rd Six Weeks Report Cards and 1SA Transcript Labels for all Raleigh County Schools. Printed mailing labels, grade verification sheets, student schedule cards and rolodex cards for various Raleigh County Schools.
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 new User Assignments for 2011-2012 School Year. Assisted Users with WVEIS 'WOW' Issues.	MCDOWELL	Assisted schools with 2011-2012 Scheduling issues and enrollment issues.
Set up New Users as requested. Set up new User Assignments for 2011-2012 School Year. Assisted Users with WVEIS 'WOW' Issues.	RALEIGH	Assisted schools with 2011-2012 Student Scheduling issues. Conducted Training Session with Early Childhood Coordinator on how to enter new students on WVEIS 'WOW'.
Set up New Users as requested. Set up new User Assignments for 2011-2012 School Year. Assisted Users with WVEIS 'WOW' Issues.	MONROE	Assisted James Monroe HS and Mountain View Elem/Middle School with scheduling issues for 2011-2012.
Set up New Users as requested. Set up new User Assignments for 2011-2012 School Year. Assisted Users with WVEIS 'WOW' Issues.	SUMMERS	Assisted schools with 2011-2012 Scheduling Issues and assisted Summers County High School with starting 2012-2013 scheduling.
Set up New Users as requested. Set up new User Assignments for 2011-2012 School Year. Assisted Users with WVEIS 'WOW' Issues.	WYOMING	Assisted schools with 2011-2012 Scheduling Issues.
Set up New Users as requested. Set up new User Assignments for 2011-2012 School Year. Assisted Users with WVEIS 'WOW' Issues.	MERCER	Scheduling Issues. Conducted WVEIS 'WOW' Training session in RESA 1 Lab.
Susie and Deena participated in two WVEIS Staff Conference calls		

RESA-I STATUS REPORT	
PROGRAM:	WV WORKS ASSESSMENT SPECIALIST
DATE:	January 2012
STAFF:	SAMUEL SMITH
FUNDING SOURCE:	FEDERAL

AREA: TESTING		
ACTIVITIES	POPULATION SERVED	COMMENTS
Clay County 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 13 counties in timely, efficient manner. Administered Emotional Health Inventory and Learning Needs Screening in 13 counties. Administered Workkeys Assessment in three counties.

AREA: COORDINATION		
ACTIVITIES	POPULATION SERVED	COMMENTS
Accumulated statistical data from counties; prepared monthly reports and transmitted to State Department of Education. Attended training at WVU-Parkersburg on WorkKeys.	WVDE WVDHHR, SPOKES	