

Minutes

Regional Council Meeting Beckley, West Virginia March 8, 2012

ATTENDANCE:

REGIONAL COUNCIL MEMBER PRESENT:

<u>Mercer County</u>	Mary Alice Kaufman, Board Member
<u>McDowell County</u>	Jim Brown, Superintendent J. Michael Callaway, Board Member
<u>Monroe County</u>	Dr. Kevin Siers, Superintendent Danny Lively, Board Member
<u>Raleigh County</u>	Dr. Charlotte Hutchens, Superintendent Cynthia Jafary, Board Member
<u>Summers County</u>	Vicki Hinerman, Superintendent Dr. Sarah Brown, Chief Instructional Leader
David	Ballard, Board Member
<u>Wyoming County</u>	Mike R. Prichard, Board Member
Jeanette	“Jeanie” Graham, Teacher

REGIONAL COUNCIL MEMBER NOT PRESENT:

<u>Mercer County</u>	Dr. Deborah Akers, Superintendent
<u>Raleigh County</u>	Darrin Butcher, Treasurer Clyde Stepp, Principal, Board Member
<u>Wyoming County</u>	Mr. Frank Blackwell, Superintendent
<u>Higher Education</u>	Dr. Betsy Steenken, Bluefield State College 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
Jamie Bailey, Medicaid Specialist

CALL TO ORDER

The meeting was called to order at 10:00am by Vicki Hinerman, Superintendent, Summers County Schools.

REPORTS:

State Board of Education Report: No report at this time.

Financial Report Update: The financial reports for February 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 February 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 February 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

March 8, 2012

School Improvement

This month, Keith Butcher provided assistance to McDowell County in the areas of school counseling, instructional practices, classroom management, and school culture. He also assisted two Wyoming County schools through the use of the Instructional Practices Inventory process. RESA 1 Special Education Director, Greg Bartlett, and Mr. Butcher met with Raleigh County principals to discuss how RESA might assist school improvement efforts using the Instructional Practices Inventory (IPI) and the Cultural Typology as developed by Dr. Jerry Valentine. RESA 1 has been contacted by several Raleigh County schools and we will be assisting them with the IPI during the month of March. If you would like to know more about our school improvement efforts, please contact Michelle Moore, Greg Bartlett or Keith Butcher.

Elementary Mathematics Specialization

Dr. Kathy Liptak, Dr. Cheryl Barnes, Dr. Emily Meadows, Sandy Trent, Keith Butcher and Dr. Sarah Brown met with representatives of the Concord University math department to discuss the development of an elementary mathematics specialization. Concord is working to develop a mathematics certification for their undergraduate education program and is considering the development of mathematics courses for current elementary classroom teachers.

Policy Development

The State efficiency audit of the West Virginia education system recommended that RESAs develop a common purchasing procedures manual. Using the new State purchasing manual as a guide, each RESA is developing a policy to be approved by each Regional Council. Two additional policies in the areas of social media use and employee leave donation are currently being developed by RESA 1 for consideration by the Regional Council. At the March meeting of the Council, I will ask for the appointment of a representative to consider these policies in committee before bringing them to the Regional Council for placement on a public comment period.

Emergency Building Repairs

A leaking pipe in the basement of RESA 1 led to major emergency building repairs in February. An examination of the leak caused repairman to take an asbestos sample. The total cost of the repairs, including the asbestos removal and pipe repair, will exceed \$11,800. Although the basement of the building was closed for the two days of repair, the work of RESA 1 continued uninterrupted.

Annual Satisfaction Survey

During the month of March, RESA 1 will continue to collect responses to the online annual satisfaction survey. Results will be shared with the Council during the April meeting.

EXECUTIVE DIRECTORS REPORT cont.

RESA 1 Administration

All financial and reporting duties have been completed, including the submission of supplement and transfer requests for all grant programs of RESA 1. All employee reports have been completed as required.

INFORMATION/DISCUSSION:

We The People - Rebecca Tinder, Partner, Education Law Bowles, Rice McDavid, Graff and Love, LLP presented to regional council teacher edition manuals for the We The People Program.

Instructional Practices Inventory and Culture Typology – Keith Butcher present information to the Regional Council on the Instructional Practices Inventory and Culture Typology as developed by Dr. Jerry Valentine for the purpose of school driven continuous improvement.

AEPA Purchasing – Keith Butcher presented to the regional council an overview of the Association of Educational Purchasing Agencies. The AEPA is a nationwide group of educational organizations working collaboratively to save school districts time and money.

Developing New Policies – Keith Butcher asked for representation from the regional council to serve on committee to develop three new policies. (1) Purchasing Procedures Policy, (2) Social Media Policy, (3) Leave Donation Policy. David Ballard and Mary Alice Kaufman volunteered to serve on this committee.

ACTION:

1. Motion by Dave Ballard and second by J. Michael Callaway to approve the February 2012 minutes. Motion passed. The minutes were approved.
2. Motion by Dr. Kevin Siers and second by Dave Ballard to accept the Monthly Financial Reports for February 2012. Motion passed. Monthly Financial Reports were accepted.
3. Motion by Mike Prichard to adjourn the March 8, 2012 Regional Council Meeting. Meeting adjourned.

Respectfully submitted,

Signed Copy on File.

Keith Butcher, Executive Director
RESA 1

Date