

RESA-I STATUS REPORT	
PROGRAM:	ABE TECHNOLOGY COORDINATION
DATE:	March 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. Programming updates for PY '12 sent to Strictly Business a. Updates to new Platform b. Attendance	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 Creations 4. Misc. Calls / E-mails 5. 400A/B Errors 6. Duplicate Student Report 7. Necessary updates as a result of the new Platform 8. Technical Assistance as a result of the new Platform	WV Adult Basic Education (ABE) Instructors / Administrators Statewide	
AEMIS FAQ/Requests This Month 1. Technical Assistance as a result of the new Platform	WV Adult Basic Education (ABE) Instructors / Administrators Statewide	

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

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

AREA: Miscellaneous		
ACTIVITIES	POPULATION SERVED	COMMENTS
Meeting with Barry Kelly	WVABE	RESA I Student Profile for PY'13 PPT - Preparing for PY'13 - NRS & AEMIS

RESA-I STATUS REPORT	
PROGRAM:	ADULT BASIC EDUCATION & SPOKES
DATE:	March 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. Peter worked with the state task force for the transition to the new GED. 	<p>Braxton, Mercer, Nicholas, Raleigh, Summers, Webster Counties</p>	<ul style="list-style-type: none"> GED examination administered to 569 examinees (355 partial examinees) year-to-date..

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. Continued work with Greenbrier ABE director to implement mentorship plan for instructor. Worked with state professional development coordinator to schedule 2 professional development workshops. 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. Attended Mercer ABE advisory meeting. 	<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: ABE cont.		
ACTIVITIES	POPULATION SERVED	COMMENTS
<ul style="list-style-type: none"> • Worked with instructors from Braxton/Webster and Pocahontas Counties to review AEMIS. • Conducted on-site review at Anthony Correctional Center for CEA accreditation review team. Worked with Unity Hall Community Center and Raleigh ABE to determine feasibility of ABE program in East Beckley. 		

AREA: SPOKES		
ACTIVITIES	POPULATION SERVED	COMMENTS
<ul style="list-style-type: none"> • Working in partnership with Raleigh ABE to locate more affordable location for ABE/Spokes program. • Monitoring • Completed grant application. • Program administration, including review of student information, leave and budgets. • Pre-service for Spokes Sub instructor. • Ongoing partner meetings with Wyoming and Summers DHHR. • 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. • Completed review and update of inventory. • Coordinated disposal of outdated equipment. <p>In addition, Instructor Sandra Adkins accomplished the following, above and beyond the scope of classroom responsibilities:</p> <ul style="list-style-type: none"> • Presented IC3 Refresher Course in Fairmont for 24 SPOKES personnel from around the state. • Presented IC3 "Newbie" Training in Fairmont for 20 SPOKES personnel from around the state. • Attended meeting with DHHR & T.H.I.N.K to present Health Relationship Workshop on a recurring basis for SPOKES and other TANF clients at the Braxton Adult Learning Center. 	Programs in all counties	<ul style="list-style-type: none"> • Under RESA direction 9 full time and 2 part-time Spokes classes conducted. • Conducted walk-throughs: 46 total for the year.

AREA: ABE RESA		
ACTIVITIES	POPULATION SERVED	COMMENTS
Met with RESA 4 executive director for purposes of transitioning programs to RESA 4	RESA 4	

RESA-I STATUS REPORT	
PROGRAM:	ADOLESCENT HEALTH INITIATIVE
DATE:	March 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
3/7 and 3/30 professional development with 45 Mabscott ES students through Read Aloud	Raleigh	
3/22/12 professional development with 30 Lester ES students through Read Aloud	Raleigh	
3/12/12 professional development with 5 parents and faculty at Lester ES. Topic: 40 Assets	Raleigh	
3/1/12 professional development with 7 faculty at Woodrow Wilson HS. Topic: Zumba Fitness	Raleigh	

AREA: LEADERSHIP AND COLLABORATION		
ACTIVITIES	POPULATION SERVED	COMMENTS
3/15/12 attended Adolescent Health Initiative Coordinators Meeting	Statewide	
3/9/12 Met with Trap Hill GOT coaches	Raleigh	
3/1/12 attended Innovation Zone Grant Meeting with Independence MS Leadership Team	Raleigh	
3/14/12 Facilitated Summers County Substance Abuse Partnership	Summers	
3/5, 3/8, 3/12, 3/19, 3/26 assisted the Leadership/Advisory Team at Unity Hall Community Center with developing programs and sustainability	Raleigh	
3/6/12 participated in the United Way teen pregnancy prevention Leadership Team meeting	Region 1	
3/13/12 facilitated the Raleigh County Family Violence Task Force meeting	Raleigh	
3/19/12 provided advice and guidance to the Mercer School school based mental health Advisory Team	Mercer	
3/20/12 conducted Instructional Practices Inventory at Stratton ES	Raleigh	Served on a coding team that identified the level of student engagement at the school
3/21/12 conducted Instructional Practices Inventory at Sophia Soak Creek ES	Raleigh	
3/21/12 conducted Instructional Practices Inventory at Sophia Soak Creek ES	Raleigh	
3/23/12 meeting with WJLS account executive to discuss radio spots for awareness campaigns	Region 1	

AREA: LEADERSHIP AND COLLABORATION cont.		
ACTIVITIES	POPULATION SERVED	COMMENTS
3/27/12 attended Region 1 regional school wellness meeting	Region 1	
3/28/12 conducted Instructional Practices Inventory at Cranberry Prosperity ES	Raleigh	
3/28 and 3/29 attended the Military Connected Children Public Engagement Workshop	Region 1	

Other: This month I conducted professional development on various topics with 75 youth in Region 1 and 12 adults. Additionally, I was directly involved with 14 different community asset building teams. Weather prohibited another professional development opportunity that was scheduled for Monroe County Health and PE teachers. The topic would have been 40 Developmental Assets.

The Beckley Area Foundation grant proposal for the YMCA Get Up, Get Active group was funded in full and the Saucony Grant for the same group is still being reviewed.

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

AREA: EDUCATION AND AWARENESS		
ACTIVITIES	POPULATION SERVED	COMMENTS
Held the 2 nd Chefs-in-the-Schools event	Raleigh County	Liberty High School- menu was savory and fruit breakfast quesadillas
Attended the Summers County Substance Abuse Prevention Partnership meeting	Summers County	Working to use S3 data for adolescent SA data; promoting survey participation in all schools
Trained pilot schools on the WVEIS Discipline module	Mercer and Raleigh Counties	Bluefield MS, Bluefield HS, Independence MS
Attended the Suicide Prevention Conference	McDowell, Mercer, Monroe, Raleigh, Summers, and Wyoming Counties	
Held 3 rd Regional School Wellness Council Meeting	McDowell, Mercer, Monroe, Raleigh, Summers, and Wyoming Counties	

AREA: LEADERSHIP and COLLABORATION		
ACTIVITIES	POPULATION SERVED	COMMENTS
Attended County Wellness Council meeting	Wyoming County	Governor's Hwy Safety program; Raleigh and Summers meetings cancelled due to weather
Attended the WVEIS Discipline Module training @ RESA 3	McDowell, Mercer, Monroe, Raleigh, Summers, and Wyoming Counties	
Participated in the Regional Substance Abuse Data and Planning team meeting	McDowell, Mercer, Monroe, Raleigh, Summers, and Wyoming Counties	Hosting next month's meeting
Assisted with IPI and RESA 1 School Improvement Team at 5 schools	Mercer and Raleigh Counties	Promoted physical activity, Let's Move and wellness as ways to engage students
Attended the N-O-T training provided by American Lung Association	Attended the Summers County Substance Abuse Prevention Partnership meeting	
Assisted with the Kids' Triathlon series event in collaboration with Get Up, Get Active Youth Movement	Raleigh County	36 students participated
Attended the ESMH Advisory Team meeting	Mercer County	Scheduling IPI for Mercer School as part of reporting process for ESMH grant
Attended the Get Up, Get Active Youth Movement planning meeting	Raleigh County	Fundraisers and developing community partnerships; finalized planning for Healthy Kids Day
Judged reading and social studies fair	McDowell, Mercer, Monroe, Raleigh, Summers, and Wyoming Counties	

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

AREA: MEDICAID BILLING		
ACTIVITIES	POPULATION SERVED	COMMENTS
Billed Medicaid	McDowell	49,753.81
	Mercer	372,593.87
	Monroe	36,838.51
	Raleigh	181,105.84
	Summers	9,843.06
	Wyoming	73,833.44

AREA: MEDICAID		
ACTIVITIES	POPULATION SERVED	COMMENTS
Technical Assistance	McDowell	Assisted Patty with questions concerning billing. Transmitted billing files and ran remittances.
	Mercer	Assisted Mark with questions concerning Medicaid billing and provider enrollment. Transmitted billing files and ran remittances.
	Monroe	Transmitted billing files and ran remittances.
	Raleigh	Assisted Joyce Carnes with questions concerning provider enrollment. Transmitted billing files and ran remittances.
	Summers	Transmitted billing files and ran remittances.
	Wyoming	Transmitted billing files and ran remittances.
Technical Assistance		
Meetings/Training	All Counties	Prepared Reimbursement and Transmittal Reports for all six counties. Prepared Professional Development / Service Report. Attended RESA-I Regional Council Meeting

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

AREA: FIRE STARTED		
ACTIVITIES	POPULATION SERVED	COMMENTS
Emergency Vehicle Driving	Wyoming	Wyoming County Fire Departments
Firefighter 1	Mercer	Princeton Fire Department
Firefighter 2	Summers	Summers County Firefighters
Fire Officer 1	Webster	Hacker Valley Fire Department
Fire Officer 2	Webster	Hacker Valley Fire Department
Hazardous Materials Awareness	McDowell	McDowell 911
Hazardous Materials Awareness	Raleigh	Beaver fire Department
Hazardous Materials Awareness	Wyoming	Wyoming County Fire Departments
Hazardous Materials Operations	Mercer	Princeton Fire Department
Hazardous Materials Operations	Nicholas	Nicholas County 911
Hazardous Materials Operations	Raleigh	Bradley-Prosperity Fire Department
Hazardous Materials Refresher	Raleigh	Beaver Fire Department
HealthNet Landing Zone	Wyoming	Wyoming County Fire Departments
National Incident Management System	Wyoming	Wyoming County Fire Departments
Pump Operations	Wyoming	Wyoming County Fire Departments

AREA: FIRE COMPLETED		
ACTIVITIES	POPULATION SERVED	COMMENTS
Firefighter 2	Braxton	Gassaway Fire Department (15)
Firefighter 2	Wyoming	Pineville Fire Department (29)
Fire Officer 1	Braxton	Sutton Fire Department (11)
Fire Officer 1	Greenbrier	Fairlea Fire Department (15)
Fire Officer 2	Braxton	Sutton Fire Department (11)
Fire Officer 2	Greenbrier	Fairlea Fire Department (15)
Firefighter 2	Braxton	Gassaway Fire Department (15)
Hazardous Materials Awareness	Braxton	Burnsville Fire Department (7)
Hazardous Materials Awareness	Greenbrier	White Sulphur Fire Department (12)
Hazardous Materials Awareness	McDowell	McDowell 911 (41)
Hazardous Materials Awareness	Raleigh	Beaver Fire Department (36)
Hazardous Materials Refresher	Raleigh	Beaver Fire Department (29)
Reading Smoke	Greenbrier	Alderson Fire Department (26)

AREA: EMS STARTED		
ACTIVITIES	POPULATION SERVED	COMMENTS
CPR	Fayette	Meadow Bridge Fire Department
CPR	Mercer	Princeton Fire Department
CPR	McDowell	McDowell Spokes
CPR	McDowell	Welch
CPR	McDowell	Wideners Ambulance Service
CPR	Nicholas	RESA 4 School Bus Drivers
CPR	Wyoming	Wyoming County Fire Departments
EMT Mining	McDowell	Welch
EMT Mining	Nicholas	Walter Energy
First Aid	Fayette	Meadow Bridge Fire Department
First Aid	Mercer	Princeton Fire Department
First Aid	McDowell	McDowell Spokes

AREA: EMS STARTED cont.		
ACTIVITIES	POPULATION SERVED	COMMENTS
First Aid First Aid	Nicholas Wyoming	RESA 4 School Bus Drivers Wyoming County Fire Departments

AREA: EMS COMPLETED		
ACTIVITIES	POPULATION SERVED	COMMENTS
AED/First Aid Annual Re-training CPR (2 Classes) CPR CPR CPR CPR CPR CPR CPR CPR CPR CPR CPR EMT Mining EMT Mining EMT Mining (2 Classes) First Aid (2 Classes) First Aid First Aid First Aid First Aid First Aid First Aid First Responder	Nicholas Fayette Fayette McDowell McDowell Mercer Nicholas Pocahontas Raleigh Raleigh Raleigh Wyoming Nicholas Raleigh Raleigh Wyoming Nicholas Raleigh Raleigh Raleigh Fayette Fayette McDowell Mercer Pocahontas Raleigh Wyoming Mercer	Green Valley Coal (44) Hawks Nest Hydro (20) Meadow Bridge Fire Department (22) Welch EMTM Class (30) McDowell Spokes (2) Mother Goose Child Care (11) Alpha/Nicholas Energy (44) NRAO (14) Beckley (23) Pocahontas Coal (17) Williams DDS (2) Upper Laurel Ambulance (15) Alpha/Nicholas Energy (44) Beckley (23) Pocahontas Coal (17) Hawks Nest Hydro (20) Meadow Bridge Fire Department (18) McDowell Spokes (2) Mother Goose Child Care (11) NRAO (14) Williams DDS (2) Upper Laurel Ambulance (15) Pounding Mill Quarry (2)

AREA: SCHOOL IN SERVICE		
ACTIVITIES	POPULATION SERVED	COMMENTS
AED In-Service AED In-Service AED In-Service First Aid/CPR First Aid/CPR	Wyoming Wyoming Wyoming Mercer Nicholas/RESA 4	Herndon Consolidated (8) Mullens Elementary (22) Wyoming Vo-Tech (22) New School Bus Drivers (5) New School Bus Drivers (5)

AREA: MEETINGS		
ACTIVITIES	POPULATION SERVED	COMMENTS
PST Methodology Course, 3/17/2012 PST Coord. Meeting, 3/28-29/2012	RESA 1 RESA 1	New Instructors Coordinators Meeting

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

AREA: Substitute Training Class		
ACTIVITIES	POPULATION SERVED	COMMENTS
3/14/12 Met with Susan Barnes to prepare for Spring 2012 Substitute Training Class		Susan will facilitate the registration and contact with Spring Substitutes. Reviewed class setup and registration process, county contacts, and orientation training
3/16/12 Conducted make-up session for Face to Face training for Winter Substitute Training Class	2 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
3/20/12 Interview and hire data entry manager for 21 st CCLC		Leah lane-Berry hired to do data entry and management reporting requirements for the after school grant.
3/20/12 CCLC Advisory Council Meeting	BEST CCLC (4) participants	Dee Dee Taylor will serve as chairperson for the council; updated current partnerships (new agreements are needed); upcoming after school events (includes community involvement); introduction of the Scared Straight program through Fayette County Juvenile Detention Center; data entry manager; action plan goals reviewed
3/26/12 Data Entry Manager first day	BEST CCLC	New employee orientation, paperwork, grant review, reviewed 2011-2010 reports

AREA: SIG 1 & SIG 2 Schools		
ACTIVITIES	POPULATION SERVED	COMMENTS
3/23/12 Follow up meeting with McDowell SIS, Mary Jane Pope Albin, Mary Lou McCorkle, Richard Lawrence, and Nelson Spencer (all WVDE) with Keith Butcher	McDowell County Schools	School improvement efforts, continued plans, Classroom Management sustained PD at Mt. View, technology integration work at River View, SES, teacher recruitment needs and retention, NBCT awareness sessions in the Spring, vacant positions and how to get those posted/filled quickly
3/29/12 Attended SIS Statewide meeting in Charleston	McDowell County Schools	Facilitated a networking sessions on how to celebrate school improvement efforts.

AREA: SES Tutors		
ACTIVITIES	POPULATION SERVED	COMMENTS
3/5/12, 3/6/12, SES job posting, assign additional tutors for Monroe County, monthly paperwork	Monroe County Schools, McDowell County, and Mercer County	

AREA: Instructional Practices Inventory (IPI)		
ACTIVITIES	POPULATION SERVED	COMMENTS
3/6/12 IPI Coding @ Hollywood Elementary (shadow school coders)	Raleigh County Schools	
Facilitate scheduling and planning for IPI training of Wyoming County teachers at Road Branch and Berlin McKinney	Wyoming County Schools	Contacted Deidre Cline, principal @ Pineville Middle organize training setup and event; follow up with Sally Pipenbrink; Followed up with Mary Jane Pope Albin about the training and continued needs for PD
3/27/12 IPI Data Review with Sophia Soak Creek Elementary (Raleigh County)	Faculty (18)	

AREA: Miscellaneous		
ACTIVITIES	POPULATION SERVED	COMMENTS
3/1-3/22 Prep for Regional Social Studies Fair	RESA-1 Counties	Meet with Beckley-Raleigh County Convention Center for layout/review day of event; Met with LaDawn to order supplies and giveaways for fair; Database from State Dept.; Secured judges; created forms for fair; set up fair schedule and judging times; prepare packets for students; media contact; additional duties
3/1-3/30 Developed and facilitated online book study for RESA-1 TIS Consortium: "Background Knowledge", by Fisher and Frey	10 participants	Utilized the Edmodo platform to post activities, assignments, and group discussion
3/5/12 Attended RESA PD Director's monthly meeting by phone (snow day)		WV PD Master Plan, Plan for RESA meetings with counties @ CIL, Benedum Grant
3/9/12 Facilitated and attended CFWV.com training	RESA-1 Counties (4) participants	
3/12-3/13 Attended Chief Instructional Leaders meeting in Morgantown, WV	RESA-1 Counties	Attended sessions on Common Core/NxG standards, Smarter Balanced Assessment, Facilitated RESA-1 County Meeting to discuss/prepare or TLI, Summer PD and next year PD session topics
3/12/12 Special Meeting with RESA PD directors (evening)		Benedum Grant, prep for County meeting, and discuss New Teacher Induction Program plans
3/21/12 Facilitated and attended Common Core K-2, Rachel Hull, WVDE	50 participants	

AREA: Miscellaneous cont.		
ACTIVITIES	POPULATION SERVED	COMMENTS
3/22/12 Facilitated Writing K-5, Rachel Hull, WVDE	41 participants	
3/22/12 WOW Grant review meeting with Keith Butcher		Plans for remaining grant award; reporting
3/22/12 NBCT meeting with Teresa Epperly, WVDE and Brenda Buie, McDowell County Schools	RESA-1 Counties	Teresa provided information and documents for NBPTS. Brenda is interested in facilitating the program for McDowell County Schools, encouraging participation, and assistance from RESA to set up awareness sessions, follow-up meetings, and co-sponsoring support for the program. Awareness session will be held the end of May 2012. Michelle and Brenda will be attending the State NBPTS networking meeting in May.
3/23/12 Regional Social Studies Fair setup	RESA-1 Counties	Students were allowed to begin setting up projects on Friday evening and Saturday morning.
3/24/12 Regional Social Studies Fair	126 participants 100+ adults	Over 80 projects representing 4 of our 6 RESA counties
3/26/12 RFP for 2012 MSP from WVDE Grant Phone Conference with interested county representatives	8 participants, RESA-1 Counties	RESA-1 will apply for the MSP grant to include services to all RESA-1 counties. Support from Raleigh, McDowell, Monroe, & Summers
3/27/12 Submitted letter of intent for MSP		

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

AREA: EDUCATION AND AWARENESS		
ACTIVITIES	POPULATION SERVED	COMMENTS
RESA 1 Special Education Directors Meeting	All RESA 1 Counties	Discussed: An Accommodations Webinar w/Melissa Gholson, CPI, IPI, Medicaid Random Moment Time Studies, SPL, APTA, Summer Academies and up-coming dates to remember.
IPI Data Collection- Hollywood Elementary	Hollywood Elementary- Raleigh County	Worked with in-school coders in conducting Data Collection. Data entered into software and power-point. With Emily Meadows and Michelle Moore.
CPI Nonviolent Crisis Intervention Training- Welch Elementary	McDowell County service personnel	Conducted Initial Certification training for transportation employees and classroom support staff.
IPI process Overview- Fairdale Elementary	Fairdale Elementary faculty- Raleigh County	Presented IPI Overview to faculty. With Keith Butcher
IPI process Overview- Stratton Elementary	Stratton Elementary faculty- Raleigh County	Presented IPI Overview to faculty
CPI Nonviolent Crisis Intervention Training- Pineville Elementary	Pineville Elementary staff- Wyoming County	Conducted Initial Certification training for Pineville staff, over two evenings to accommodate school schedule.
Facilitated Pre-K workshop for Pre-K and Head-Start staff.	All RESA 1 Pre-K and Head-Start directors.	Worked with WVDE school readiness specialists in presenting WV School Readiness and CQI Strategic Plan initiatives.
Facilitated Math Academy follow-up workshop for special educators.	All RESA 1 counties represented.	Follow-Up Mathematics Academy workshop for last summer's academy attendees.

AREA: LEADERSHIP AND COLLABORATION		
ACTIVITIES	POPULATION SERVED	COMMENTS
State RESA Special Education Directors monthly meeting	State RESA Special Education Directors	Discussed: Summer academies and follow-up meetings, RESAs 3 & 6 Special Education Directors status, monitoring, Speech/Language update, Pre-K workshops, CPI Trainings, County Test Coordinators Training, Chief Instructional Leaders Training, New Sp Ed Directors Academies, Policy 4373, T-1 Readiness Plans and T-1 State Conference.

AREA: LEADERSHIP AND COLLABORATION CONT.		
ACTIVITIES	POPULATION SERVED	COMMENTS
Office of Special Programs monthly meeting	WVDE OSP staff and RESA representatives	Discussed: No Child Left Behind waiver, Policy 2419 Board approval. RESAs 3&6 Special Education Directors, SPL, SLD Guidance Document OSP Master Plan and OSP Focus.
Participated with Shelly Prince, Raleigh County Schools, in a conference call with National Center to Inform Policy and Practice	State Initiative with select counties. (Raleigh County)	Work is a part of a national initiative, with institutions of higher learning, to better prepare college students in the special education field, to address the turnover of special education teachers in classrooms.
Attended T-1 organizational meeting for the summer T-1 conference.	All counties	Prep work for the delivery of professional development for teachers of the 1% population, on technology and current best practice.
Presented RESA 1 successes and challenges to the WV Advisory Council for the Education of Exceptional Children.	All RESA 1 counties.	Presented on collaboration, CPI, IPI, school improvement, autism programming, substitute teacher training, Common Core Essential Elements, special education teacher turn-over, roll-out of Common Core Standards, Changes to RTI (Support for Personalized Learning) and meeting the needs of all counties with equity.
Attended WV Autism Collaborative Community of Practice meeting	All Counties	Began discussion/preliminary work on a special education curriculum for teachers of the state. Discussed status of autism mentor requirements.
Attended County Test Coordinators Training	All RESA 1 counties.	Received training with focus on administration of Alternate Assessments to assist RESA 1 counties in PD concerning the administration of Alternate Assessments.
Attended Support for Personalized Learning- Digital Rollout	All RESA 1 counties	Receive training on the new SPL guidance document, presented in a digital (power-point) format, for rollout to counties by RESA personnel.

STATUS REPORT	
PROGRAM:	TECHNOLOGY SERVICES
DATE:	March 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 1442 work orders and assistance requests throughout the service area. The technicians addressed 67 server issues 16 network issues 10 WVEIS issues 29 data circuit issues 6 router issues 1084 workstation issues 230 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.
Preparation for Basic Networking Seminar	Entire RESA 1 service area	Vendor responsible for installation and configuration of building automation equipment has requested training.

AREA: INFRASTRUCTURE SUPPORT		
ACTIVITIES	POPULATION SERVED	COMMENTS
AEMIS Server upgrade project	AEMIS service area	The new server is up and running. Several issues remain to be worked out. The database redesign will require the recreation of shortcuts, icons, and queries.
BTOP Router Installations	Entire RESA 1 service area	Began documentation for Federal program. Configuring special service modules in all counties with new BTOP routers
Warranty support for HP products	Entire RESA 1 service area	Registration in progress. Technician training must be completed to activate authorization.
Development of implementation plan for encryption	RESA 1	Reload of OS on server planned to facilitate EFS for local domain. New Acceptable Use Policy requirements are being considered for implementation.

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
SPOKES Upgrades	RESA 1 SPOKES service area	Richwood ABE Server setup is complete and domain and proxy server functions are active. Location has requested additional service configuration, and has reported some issues to be worked through.
New email server	Entire RESA 1 service area	Clean up scattered problems. This implementation seems to be almost complete.
Technician Training on HP product	Entire RESA 1 service area	Working with vendor to begin training of technicians. 2 technicians are currently enrolled.
Network Design Conference	Entire RESA 1 service area	Prepare for several technicians to attend this upcoming event in Bridgeport.

RESA-I STATUS REPORT	
PROGRAM:	WVEIS
DATE:	March 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)
Equipment Failures	RESA-I	None to report.
Devices/Configurations	All Counties	Devices configured as needed for new installations or problems in all counties.
Phone Communication Failures	All Counties	GTE failures in Mercer, McDowell, Raleigh.
System Jobs/Tasks	All Counties	Control Language Programming, Library and Program Maintenance. Library reorganization completed for 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.
Database Maintenance and Development	All Counties	Printed mailing labels, grade verification sheets, student schedule cards and rolodex cards for various Raleigh County Schools.

AREA: IN-HOUSE DATA PROCESSING cont.		
ACTIVITIES	POPULATION SERVED	COMMENTS
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 and Promise Scholarship submissions.	MCDOWELL	Assigned 2013 Menus to various users for Next Year Scheduling.
Set up New Users as requested. Set up new User Assignments for 2011-2012 School Year. Assisted Users with WVEIS 'WOW' Issues and Promise Scholarship submissions.	RALEIGH	Assigned 2013 Menus to various users for Next Year Scheduling. Worked with Park Middle and WWSH on next year scheduling.
Set up New Users as requested. Set up new User Assignments for 2011-2012 School Year. Assisted Users with WVEIS 'WOW' Issues and Promise Scholarship submissions.	MONROE	Assigned 2013 Menus to various users for Next Year Scheduling. Worked with Peterstown Elem and Peterstown Middle on next year scheduling. Conducted training session with Joetta Basile and Joy Ferguson on Special Ed Reports at Monroe BOE.
Set up New Users as requested. Set up new User Assignments for 2011-2012 School Year. Assisted Users with WVEIS 'WOW' Issues and Promise Scholarship submissions.	SUMMERS	Assigned 2013 Menus to various users for Next Year Scheduling. Worked with Summers County HS on next year scheduling.
Set up New Users as requested. Set up new User Assignments for 2011-2012 School Year. Assisted Users with WVEIS 'WOW' Issues and Promise Scholarship submissions.	WYOMING	Assigned 2013 Menus to various users for Next Year Scheduling. Worked with High Schools on next year scheduling.
Set up New Users as requested. Set up new User Assignments for 2011-2012 School Year. Assisted Users with WVEIS 'WOW' Issues and Promise Scholarship submissions.	MERCER	Assigned 2013 Menus to various users for Next Year Scheduling. Worked with middle schools on next year scheduling.
Susie and Deena participated in one WVEIS Staff Conference call and attended meeting on new WVEIS Discipline Module and meeting with WVEIS County Contacts and State Department personnel at RESA 3.		

RESA-I STATUS REPORT	
PROGRAM:	WV WORKS ASSESSMENT SPECIALIST
DATE:	March 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 four counties.

AREA: COORDINATION		
ACTIVITIES	POPULATION SERVED	COMMENTS
Accumulated statistical data from counties; prepared monthly reports and transmitted to State Department of Education.	WVDE	