

<b>RESA-I STATUS REPORT</b>	
<b>PROGRAM:</b>	<b>ABE TECHNOLOGY COORDINATION</b>
<b>DATE:</b>	<b>October 2012</b>
<b>STAFF:</b>	<b>LOUISE MILLER</b>
<b>FUNDING SOURCE:</b>	<b>STATE / FEDERAL</b>

<b>AREA: ADULT EDUCATION MANAGEMENT INFORMATION SYSTEM (AEMIS)</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
Continued development of "Adult Basic Education Management Information System (AEMIS)" 1. General maintenance of error messages	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. Duplicate Students 6. Class Creations 7. Duplicate SSNs	WV Adult Basic Education (ABE) Instructors / Administrators Statewide	
AEMIS FAQ/Requests This Month 1. Duplicate Enrollments 2. Duplicate SSNs	WV Adult Basic Education (ABE) Instructors / Administrators Statewide	

<b>AREA: Professional Development Provided</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
AEMIS4U Introduction	WVABE Statewide	WVAEA Conference/Stonewall Resort October 24, 2012
NRS4U Introduction	WVABE Statewide	WVAEA Conference/Stonewall Resort October 25, 2012

<b>AREA: Professional Development Attended</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
WVAEA Conference	WVABE Statewide	WVAEA Conference/Stonewall Resort October 21-25, 2012

<b>AREA: Miscellaneous</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
Fayette County / Ms Flint	WVABE Statewide	Discuss AEMIS4U content October 19, 2012
Fayette County / Ms Flint	WVABE Statewide	AEMIS User's Guide Revisions October 25 & 26, 2012

<b>AREA: Miscellaneous cont.</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
NRS4U Online PD Completed	WVABE Statewide	Instructions posted on the WVABE website
TechSHOW Workshop Completed	WVABE Statewide	Worked in conjunction with Cathy Shank, ABE Professional Development Coordinator; Instructions posted on the WVABE website
AEMIS4U Online PD Completed	WVABE Statewide	This Moodle-based online PD opportunity is housed on a server at RESA 1 and is available to WVABE instructors statewide; it is a managed intake professional development online activity. Instructions on how to participate are posted on the WVABE website.

<b>RESA-I STATUS REPORT</b>	
<b>PROGRAM:</b>	<b>ADULT BASIC EDUCATION &amp; SPOKES</b>
<b>DATE:</b>	<b>October 2012</b>
<b>STAFF:</b>	<b>SHAWN COOK</b>
<b>FUNDING SOURCE:</b>	<b>STATE / FEDERAL</b>

<b>AREA: GED</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
<ul style="list-style-type: none"> <li>• Administer the GED Exam (Peter Minogue).</li> <li>• Verified diploma obtainment for examinees.</li> <li>• Worked with instructors to update examinee records.</li> <li>• Assisted ABE instructors with registering students for the GED exam.</li> <li>• Initiated invoices to pay counties for GED exams administered.</li> <li>• Verified, coded and processed timesheets for examiners.</li> <li>• Attended GED conference. Nancy facilitated attendance for all RESA examiners.</li> <li>• Continued CBT testing application for Mercer County.</li> <li>• Met with Greenbrier County to explore offering testing through RESA.</li> </ul>	<p>Braxton, Mercer, Nicholas, Raleigh, Summers, Webster Counties</p>	<ul style="list-style-type: none"> <li>• GED examination administered to 112 examinees year-to-date.</li> </ul>

<b>AREA: ABE</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
<ul style="list-style-type: none"> <li>• Program administration, including review of student information, leave, budgets and technical assistance to ABE classes.</li> <li>• Verified, coded and processed timesheets for instructors and substitutes. Monitored budgets, prepared requisitions in WEVIS, coded invoices for payment. Reviewed budgets and transaction reports.</li> <li>• Provided support to instructors with purchasing of supplies.</li> <li>• Worked with instructors to review AEMIS.</li> <li>• Provided pre-service and support to new teachers at Wyoming ABE McDowell ABE, Stevens Correctional Center and Snowshoe Career Center (Pocahontas).</li> <li>• Provided substitute instructor for Wyoming Day ABE program.</li> </ul>	<p>CCS, OIEP, Braxton, Greenbrier, Nicholas, Pocahontas, Summers, Webster, Wyoming, Mercer &amp; Braxton.</p>	<ul style="list-style-type: none"> <li>• Under RESA direction 1 full time and three part-time ABE classes conducted.</li> <li>• Provided technical assistance and supervision to identified programs.</li> </ul>

<b>AREA: ABE cont.</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
<ul style="list-style-type: none"> <li>• Participated in required state staff meetings.</li> <li>• Met with Shalom Tazewell and Carrie DeAtley on NRCTC to discuss collaboration efforts.</li> <li>• Provided interactive whiteboard and laptops for conference training.</li> <li>• Met with Julie Shiftlett (new ABE directors) of Greenbrier Schools and Lisa Mustain of Monroe County.</li> </ul>		

<b>AREA: SPOKES</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
<ul style="list-style-type: none"> <li>• Monitoring</li> <li>• Program administration, including review of student information, leave and budgets.</li> <li>• Verified, coded and processed timesheets for instructors and substitutes. Monitored budgets, prepared requisitions in WEVIS, &amp; coded invoices for payment.</li> <li>• Research cost effective supplies and facilitate purchases for all 12 counties within RESAs 1 &amp; 4..</li> <li>• Worked with instructors to review AEMIS reports.</li> </ul> <p>Helena Ellis (Raleigh)</p> <ul style="list-style-type: none"> <li>• Hosted presentation by Terrill Peck -WV Extension Agency</li> </ul> <p>Teresa Godwin (Greenbrier)</p> <ul style="list-style-type: none"> <li>• Assisted two students with GED registration</li> <li>• Class attended <i>Quit Tobacco</i> with Janet Larson at The Robert C. Byrd Clinic</li> <li>• Anna Lusk from Legal Aid spoke in regard to legal barriers to employment</li> <li>• Assisted one student with NRCTC registration and FASFA application</li> </ul> <p>Melanie Hayslette (Webster)</p> <ul style="list-style-type: none"> <li>• Class attended smoking cessation workshop.</li> </ul> <p>Susan Leggett (Nicholas)</p> <ul style="list-style-type: none"> <li>• Lauren Weatherford, of the WV extension office, spoke to the class about Scream Free parenting.</li> <li>• We held a student recognition for student's obtaining monthly hours, passing the GED, obtaining drivers license, and completing part of IC3.</li> </ul>	<p>Programs in all counties</p>	<ul style="list-style-type: none"> <li>• Under RESA direction 9 full time and 2 part-time Spokes classes conducted.</li> <li>• Conducted 13 walk-throughs year to date.</li> </ul>

<b>AREA: SPOKES cont.</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
Tiffanie O'Brien-CDC Raleigh, Fayette, Nicholas <ul style="list-style-type: none"> <li>Facilitated presentation by WV extension office on positive relationships (Fayette Spokes).</li> </ul> Joy Walker <ul style="list-style-type: none"> <li>Staff Meeting with Summers County DHHR.</li> <li>Set up CPR/1st Aid Class for Summers &amp; McDowell SPOKES.</li> </ul> Developed packets for Resume Workshop for McDowell SPOKES & DHHR.		

<b>AREA: RESA</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
<ul style="list-style-type: none"> <li>Completed my portion of the strategic plan</li> </ul>		

<b>RESA-I STATUS REPORT</b>	
<b>PROGRAM:</b>	<b>Adolescent Health Initiative</b>
<b>DATE:</b>	<b>October 2012</b>
<b>STAFF:</b>	<b>Selina Vickers, Adolescent Health Initiative Coordinator</b>
<b>FUNDING SOURCE:</b>	<b>Office of Maternal Child and Family Health</b>

<b>AREA: EDUCATION AND AWARENESS</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
10-3-2012	Raleigh	Mentoring training for AmeriCorps volunteers working with the IZAP program at Independence Middle School. Total attendees - 2
10-8-2012	Raleigh	Anti-bully training at Coal City Elementary with staff and parents. Total attendees - 12
10-9-2012	Monroe	Met with superintendent and principals and Trooper Summers. Educated on role of AHIC with anti-bullying. Developed plan to do anti-bully and internet safety at all Monroe County Schools this school year. Total attendees –
10-10-2012	Raleigh	Confidentiality training for AmeriCorps volunteers working with the IZAP program at Independence Middle School. Total attendees - 2
10-11-12	RESA 1	Met with RESA 1 Council. Educated on the role of the AHIC and offered services as needed to the council members. Total in attendees – 25
10-11-12	McDowell	Met with 15 attendees at the McDowell County FRN meeting. Educated on the role of the AHIC and offered to coordinate with them on their strategic plan as it relates to the AHIC performance measures.
10-15-12	Monroe	Coordinated with and assisted State Trooper Mike Summers to provide anti-bullying and internet safety seminar to all students at Peterstown Middle School. Three groups were 5 <sup>th</sup> grade, 6 <sup>th</sup> grade and 7 <sup>th</sup> /8 <sup>th</sup> grade. Totals respectively were: 85, 93 and 176. Overall total was: 354
10-22-12	Monroe	Met with the Monroe County Family Resource Network Board of Directors. Discussed the role of the AHIC and offered to assist them with their strategic plan as it relates to the AHIC performance measures. Total attendees – 10

<b>AREA: EDUCATION AND AWARENESS CONT.</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
10-24-12	Mercer	Provided anti-bully information to 29 individuals 23 youth and 6 adults at Lashmeet Church of God. Total attendees – 29
10-27-12	Raleigh	Assisted with group event at the YMCA – “Spooktacular”. Event focused on healthy, fun activities that promoted healthy movement and play and healthy snacks. Event served approximately 150 kids in Raleigh and surrounding counties.

<b>AREA: LEADERSHIP AND COLLABORATION</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
10-3-2012	Raleigh	Mentoring training for AmeriCorps volunteers working with the IZAP program at Independence Middle School. Total attendees – 2
10-9-2012	Monroe	Met with superintendent and principals and Trooper Mike Summers in Monroe Co. Educated on role of AHIC with anti-bullying. Developed plan to do anti-bully and internet safety at all Monroe County Schools this school year.
10-9-2012	RESA	Met with Trooper Summers in Beckley to coordinate plan to work together to provide anti-bully training in schools and communities in RESA 1.
10-10-2012	Raleigh	Confidentiality training for AmeriCorps volunteers working with the IZAP program at Independence Middle School. Total attendees – 2
10-11-12	McDowell	Met with 15 attendees at the McDowell County FRN meeting. Educated on the role of the AHIC and offered to coordinate with them on their strategic plan as it relates to the AHIC performance measures.
10-15-12	Monroe	Coordinated with and assisted State Trooper Mike Summers to provide anti-bullying and internet safety seminar to all students at Peterstown Middle School. Three groups were 5 <sup>th</sup> grade, 6 <sup>th</sup> grade and 7 <sup>th</sup> /8 <sup>th</sup> grade. Totals respectively were: 85, 93 and 176. Overall total was: 354

<b>AREA: LEADERSHIP AND COLLABORATION con</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
10-22-12	Monroe	Met with the Monroe County Family Resource Network Board of Directors. Discussed the role of the AHIC and offered to assist them with their strategic plan as it relates to the AHIC performance measures.
10-25-12	RESA 1	Attended the Regional meeting of the Governor's Substance Abuse Task Force in Princeton, WV. The task force reviewed prior work to include needs assessment and plan implementation and progress.
10-27-12	Raleigh	Assisted with group event at the YMCA – "Spooktacular". Event focused on healthy, fun activities that promoted healthy movement and play and healthy snacks. Event served approximately 150 kids in Raleigh and surrounding counties.



<b>RESA-I STATUS REPORT</b>	
<b>PROGRAM:</b>	<b>COORDINATED SCHOOL PUBLIC HEALTH</b>
<b>DATE:</b>	<b>October 2012</b>
<b>STAFF:</b>	<b>Ann Sammons</b>
<b>FUNDING SOURCE:</b>	<b>WVDE Office of Healthy Schools</b>

<b>AREA: EDUCATION AND AWARENESS</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
Participated in the WebEx on Child Abuse through the Office of Healthy Schools and Marshall University	Mercer, Monroe, McDowell, Raleigh, Summers and Wyoming	
Orientation (half day) with RESA 4 School Wellness Specialist		
Attended the Dropout Prevention Summit in Charleston	Mercer, Monroe, McDowell, Raleigh, Summers and Wyoming	Collaborated with the Southern WV military contact for the Common Ground Project
Attended the WOW Early Warning System Training at RESA 4	Mercer, Monroe, McDowell, Raleigh, Summers and Wyoming	
Attended "Empowering Youth" Workshop in Summers County	Mercer, Monroe, McDowell, Raleigh, Summers, Wyoming	
Provided technical assistance to a PE teacher for tracking physical activity	Raleigh	
Presented the "It Does Matter" Project at a principal's meeting	Raleigh	Distributed XBOX to principals at Fairdale and Stanaford Elementary
Attended the Stewards of Children Sexual Abuse workshop in Raleigh County	Mercer, Monroe, McDowell, Raleigh, Summers, Wyoming	
Attended the two day WV Bullying Conference at Morgantown	Mercer, Monroe, McDowell, Raleigh, Summers, Wyoming	Assisted the Office of Healthy Schools with the "It Does Matter" exhibit

<b>AREA: LEADERSHIP and COLLABORATION</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
Attended the WV Immunization Network meeting at Jackson's Mill in Weston.	Mercer, Monroe, McDowell, Raleigh, Summers and Wyoming	Collaborated with two Mercer county school nurses and a WVU nursing professor.
Attended the Race to the Top Grant meeting.	Mercer, Monroe, McDowell, Raleigh, Summers and Wyoming	Presented plan for health services.
Participated in conference call with the State DOE for the "It Does Matter" Project	Mercer, Monroe, McDowell, Raleigh, Summers and Wyoming	
Attended the WV Immunization Network meeting at Jackson's Mill in Weston.	Mercer, Monroe, McDowell, Raleigh, Summers and Wyoming	Collaborated with two Mercer county school nurses and a WVU nursing professor.

<b>AREA: LEADERSHIP and COLLABORATION cont.</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
Meeting on Dropout Prevention	Raleigh	Discussing ways to implement dropout prevention at the PreK and kindergarten levels
Attended the kickoff event for the “It Does Matter” Project at Lewis County High School	Mercer, Monroe, McDowell, Raleigh, Summers, Wyoming	
Met with Summers County Superintendent	Summers	Set date to present the “It Does Matter” Project at a principal’s meeting
Attended the Substance Abuse Prevention Coalition meeting	Summers	
Attended the Mercer County Wellness meeting	Mercer	Distributed XBOX to PE teachers: Jane Strickland and Aleta Jo Crotty
Attended the Summers County Family Resource Network meeting	Summers	Sister Janet Peterfelt with the Christian Appalachian Project presented on strengthening non-profit organizations
Attended the Expanded School-based Mental Health Meeting	Mercer	Informed group of the “It Does Matter” Project
Attended the LPN Advisory Council at the Academy of Careers and Technology	Raleigh	Informed group of the “It Does Matter” Project
Participated in a conference call with the Health and Medical Services Team Subcommittee of the WV School-based Health Assembly	Mercer, Monroe, McDowell, Raleigh, Summers, Wyoming	This is a newly formed subcommittee
Met with Kyle Hoffman, US Tennis Representative	Mercer, Monroe, McDowell, Raleigh, Summers, Wyoming	Discussed tennis training opportunities for PE teachers and students

<b>RESA-I STATUS REPORT</b>	
<b>PROGRAM:</b>	<b>MEDICAID</b>
<b>DATE:</b>	<b>October 2012</b>
<b>STAFF:</b>	<b>JAMIE BAILEY</b>
<b>FUNDING SOURCE:</b>	<b>LOCAL / STATE</b>

<b>AREA: MEDICAID BILLING</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
Billed Medicaid	McDowell	30,371.02
	Mercer	9,140.47
	Monroe	5,666.62
	Raleigh	38,866.69
	Summers	
	Wyoming	

<b>AREA: MEDICAID</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
Technical Assistance	McDowell	Transmitted billing files and ran remittances.
	Mercer	Assisted Mark with questions concerning Medicaid billing, provider enrollment and RMTS. Transmitted billing files and ran remittances.
	Monroe	Transmitted billing files and ran remittances.
	Raleigh	Assisted Beverly Winter with questions concerning Medicaid billing and RMTS. Transmitted billing files and ran remittances.
	Summers	Transmitted billing files and ran remittances.
	Wyoming	Transmitted billing files and ran remittances.

<b>AREA: MEDICAID</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
Technical Assistance	All Counties	Prepared Reimbursement and Transmittal Reports for all six counties.
Meetings/Training		Prepared Professional Development / Service Report.

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

<b>AREA: FIRE COMPLETED</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
Emergency Vehicle Driving Firefighter 2 Hazardous Materials Awareness Vehicle Rescue Technician	Nicholas Raleigh Fayette Raleigh	Summersville Fire Department (14) Trap Hill Fire Department (13) Gauley Bridge Fire Department (17) Ghent Fire Department (20)

<b>AREA: EMS STARTED</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
CPR	Fayette	Fayette Starting Point
CPR	Fayette	Kingston Mining
CPR (2 Classes)	Fayette	WV OMHS
CPR	McDowell	Brooks Run Mining
CPR	McDowell	McDowell County Spokes
CPR	Nicholas	Brooks Run Mining
CPR	Nicholas	Fola Coal Company
CPR	Nicholas	Nicholas Energy
CPR	Nicholas	Summersville
CPR (3 Classes)	Raleigh	Arch Coal
CPR	Raleigh	Green Leaf Services
CPR	Raleigh	Mountaineer Mine
CPR	Raleigh	Mountaineer Mine/Poca. Coal
CPR	Raleigh	MSHA/Beckley
CPR (2 Classes)	Raleigh	Patriot Coal
CPR	Raleigh	Progress Coal
CPR (2 Classes)	Raleigh	Southern Safety
EMT Mining Recertification	Fayette	Kingston Mining
EMT Mining Recertification	McDowell	Brooks Run Mining
EMT Mining Recertification	Nicholas	Brooks Run Mining
EMT Mining Recertification	Nicholas	Fola Coal Company
EMT Mining Recertification	Nicholas	Nicholas Energy
EMT Mining Recertification	Nicholas	Summersville
EMT Mining Recertification (3 Classes)	Raleigh	Arch Coal
EMT Mining Recertification	Raleigh	Green Leaf Services
WMT Mining Recertification	Raleigh	Mountaineer Mine
EMT Mining Recertification	Raleigh	Mountaineer Mine/Poca. Coal
EMT Mining Recertification	Raleigh	MSHA/Beckley
EMT Mining Recertification (2 Classes)	Raleigh	Patriot Coal
EMT Mining Recertification	Raleigh	Progress Coal
EMT Mining Recertification (2 Classes)	Raleigh	Southern Safety
First Aid	Fayette	Fayette Starting Point
First Aid	McDowell	McDowell County Spokes
First Aid	Summers	Summers County Spokes

<b>AREA: EMS COMPLETED</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
Basic EMT	Raleigh	Jan Care Ambulance (13)
Basic EMT Recertification	Greenbrier	Fairlea Ambulance (16)
CPR	Fayette	Fayette Starting Point (6)
CPR	Fayette	Kingston Mining (14)
CPR	Fayette	Republic Energy (13)
CPR	Fayette	Western Coal (22)
CPR (2 Classes)	Fayette	WV OMHS (13)
CPR	McDowell	McDowell 911 (6)
CPR	Nicholas	Brooks Run Mining (16)
CPR	Nicholas	Fola Coal Company (9)
CPR	Nicholas	Nicholas Energy (19)
CPR	Nicholas	Nicholas Spokes (15)
CPR	Nicholas	Summersville (29)
CPR (3 Classes)	Raleigh	Arch Coal (65)
CPR	Raleigh	Green Leaf Services (9)
CPR	Raleigh	Jan Care Ambulance (13)
CPR	Raleigh	Mountaineer Mine (30)
CPR	Raleigh	Mountaineer Mine/Poca. Coal (13)
CPR (2 Classes)	Raleigh	Patriot Coal (40))
CPR	Raleigh	Progress Coal (9)
CPR (2 Classes)	Raleigh	Southern Safety (83)
EMT Mining Recertification	Fayette	Kingston Mining (14)
EMT Mining Recertification	Fayette	Republic Energy (13)
EMT Mining Recertification	Fayette	Western Coal (22)
EMT Mining Recertification	McDowell	Brooks Run Coal (14)
EMT Mining Recertification	Nicholas	Brooks Run Coal (16)
EMT Mining Recertification	Nicholas	Fola Coal Company (9)
EMT Mining Recertification	Nicholas	Nicholas Energy (19)
EMT Mining Recertification (2 Classes)	Nicholas	Summersville (29)
EMT Mining Recertification (3 Classes)	Raleigh	Arch Coal (65)
EMT Mining Recertification	Raleigh	Green Leaf Services (9)
EMT Mining Recertification	Raleigh	Mountaineer Mine (30)
EMT Mining Recertification	Raleigh	Mountaineer Mine/Poca. Coal 13)
EMT Mining Recertification	Raleigh	MSHA/Beckley (18)
EMT Mining Recertification	Raleigh	Patriot Coal (40)
EMT Mining Recertification	Raleigh	Progress Coal (9)
EMT Mining Recertification (2 Classes)	Raleigh	Southern Safety ( 83)
First Aid	Fayette	Fayette Starting Point (6)
First Aid	McDowell	McDowell 911 (6)
First Aid	Nicholas	Nicholas Spokes (10)

<b>AREA: SCHOOL IN-SERVICE</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
CPR	Raleigh	Transportation (8)
First Aid	Raleigh	Transportation (8)
CPR	Raleigh	Trap Hill Middle School (37)
CPR	Wyoming	Teachers/Aides (10)
First Aid	Wyoming	Teachers/Aides (10)
Proper Lifting Techniques/Slips & Falls	McDowell/Wyoming	Cooks (73)

<b>AREA: TRAINING</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
ACAMS 10/2 – 10/4/2012	Kanawha/ WV Homeland Security	Enroll in class for RESA 1
ACAMS Train-The-Trainer 10/29 – 11/1/2012	Kanawha/ WV Homeland Security	Enroll and complete train-the trainer for RESA 1 school counties

<b>RESA-I STATUS REPORT</b>	
<b>PROGRAM:</b>	<b>Program Development</b>
<b>DATE:</b>	<b>October 2012</b>
<b>STAFF:</b>	<b>Michelle Moore</b>
<b>FUNDING SOURCE:</b>	<b>State &amp; Federal</b>

<b>AREA: Substitute Training Class</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
Contact with county personnel coordinators about referrals for the Fall 2012 class; registration letters mailed to participants	RESA 1 Counties	
Prepared Moodle site for Fall 2012 course assignments, enrolled and notified participants, prepared grade books for facilitators	RESA 1 Counties	
10/29/12 Conducted Fall 2012 Orientation for the Substitute Training	RESA 1 Counties (7 in attendance)	

<b>AREA: SES</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
Agreement and job posting created for SES in Monroe County	Monroe County	8 students selected RESA 1 SES at Mountain View Elementary/Middle School
10/5/12 Met and coordinated SES tutor orientation plans with Rebecca Allen, Title I director Monroe County Schools	Mountain View Elementary/Middle students	
10/8/12 Orientation and contract agreements—Mercer SES	Bluefield Intermediate (20 tutors)	57 Students selected RESA 1 SES at Bluefield Intermediate.
10/26/12 Orientation and contracts with SES tutors—Monroe County	Mountain View Elementary/Middle (4 tutors, 1 director)	

<b>AREA: Graduate Cohorts</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
10/17/12 Meeting with Dr. Cheryl Barnes about January Leadership Cohort and beginning new cohorts in May		18-hr. Leadership group has been notified and are registering for class; Interest form and new agreements will be created for summer courses.

<b>AREA: Instructional Practices Inventory (IPI)</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
10/22/12 Phone conference with RESA 1 IPI TEAM	Mercer, Raleigh, Monroe, Summers Counties (3 in attendance)	Planning meeting to schedule IPI coding/data reviews for schools; Dr. Lewis, Ann Sammons, and Selina Vickers will be trained
10/25/12 IPI Shadowing Berlin McKinney IPI Tea	Berlin McKinney Elem (4 IPI coders)	

<b>AREA:</b>	<b>21<sup>st</sup> Century Community Learning Center</b>	
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
10/3/12-10/4/12 Staff Development training for Afterschool staff	BEST site (7)	
10/9/12-10/12/12 Prep Lights On Afterschool program		
10/18/12 Lights On Afterschool program	BEST, Raleigh County community, 65 in attendance	
10/25, 10/29, 10/30/12 Developed and completed the 2012-2013 Action Plan	BEST site	Submitted to Benitez Jackson
10/29-10/30 Budget items for the liquidation of the FY 11-12 funds (with Darrin Butcher)	BEST and Summers County sites	

<b>AREA:</b>	<b>TIS Consortium</b>	
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
10/12/12 RESA 1 TIS Consortium and STATE TIS meeting	RESA 1 counties (22 in attendance)	1 <sup>st</sup> session
10/26/12 Phone meeting with Dr. Cheryl Barnes about graduate credit for the Consortium participants		

<b>AREA:</b>	<b>SIG 1 &amp; SIG 2 Schools</b>	
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
10/22-10/24/12 SIS Leadership Team Meeting in Morgantown	McDowell County Schools	

<b>AREA:</b>	<b>Workshops Conducted</b>	
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
10/2/12 SAT (Student Assistance Team) training for Lori Buchanan at Princeton Senior High School	Mercer County Schools	
10/5/12 Common Core/NxG follow up conversations/professional development planning	Mountain View Elem/Middle school faculty and principal (individual...24 participants)	
10/26/12 New Counselor Evaluation process	Monroe County Schools (3 in attendance)	

<b>AREA:</b>	<b>MSP Grant (TEAM Project)</b>	
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
10/13/12 MSP Follow-up workshop	T.E.A.M. participants (RESA 1 counties) 31 in attendance	Session conducted by Michelle and Dr. Darlington



<b>AREA:</b>	<b>MSP Grant (TEAM Project) cont.</b>	
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
1 <sup>st</sup> 10/17/12 Meeting with MSP coordinator, Michelle Angle		Review Saturday's follow up session and make plans for next month's session; plan for summer institute and classroom visits.

<b>AREA:</b>	<b>Additional Activities</b>	
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
10/1/12 Attended RESA PD Director's meeting at RESA 4		NSF grant and Benedum grant plans; Share PD workshops occurring in each RESA; Coaching for Learning; Master Plan report
10/2/12 Webinar: Smarter Balanced Assessment update		
10/18/12 Attended Coaching For Learning (catch-up session) @ RESA 3		Session conducted by Linda Bragg, WVDE, for the RESA PD Directors; will collaborate to sustain coaching professional development in each RESA and assist with the end of the year workshop sessions in May.
10/17-10/23 Scheduled and coordinated workshop sessions for ELA and Social Studies with Rachel Hull, ACUITY training (all core areas) with Terri Sappington	RESA 1 Counties	Rachel Hull—Dec. 17 & 18 (both sessions are full and have a waiting list) Nov. 13-Nov. 14 <sup>th</sup> —sessions are full January 9 <sup>th</sup> —session is still open
10/11/12 Attended Regional Council Meeting		

<b>RESA-I STATUS REPORT</b>	
<b>PROGRAM:</b>	<b>Special Education</b>
<b>DATE:</b>	<b>October 2012</b>
<b>STAFF:</b>	<b>Robert “Greg” Bartlett</b>
<b>FUNDING SOURCE:</b>	<b>State and Federal</b>

<b>AREA: Education and Awareness</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
IEP Goals and PLEPs Workshop- Mercer County	Mercer County Special Education Staff	Conducted training session on writing effective PLEPs, goals and objectives. Distributed “The IEP, A to Z” books.
RESA 1 Special Education Directors Meeting	All RESA 1 Counties	Discussed: SLD Training, Autism Training, SPL Principals Training, Common Core Essential Elements Training, CPI Trainings, IPI Scheduling, CASE and CEC Conferences, Common Core Book Study
CPI Initial Certification Training w/Autism- Chief Logan	Autism Academy- Cohort 1	Conducted CPI Nonviolent Crisis Intervention Training- Initial Certification w/Autism- 18 Participants
CPI Initial Certification Training w/Autism- Chief Logan	Autism Academy- Cohort 2	Conducted CPI Nonviolent Crisis Intervention Training- Initial Certification w/Autism- 22 Participants
CPI Initial Refresher Training- McDowell County	McDowell County Staff	Conducted CPI Nonviolent Crisis Intervention Training- Refresher Training- 21 Participants
CPI Initial Certification Training- Summers County	Summers County Staff	Conducted CPI Nonviolent Crisis Intervention Training- Initial Certification- 14 Participants

<b>AREA: Leadership and Collaboration</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
State RESA Special Education Directors monthly meeting	All counties of RESA 1	Discussed: Academies, 1% Academy, CPI-Autism, SPL Parent Trainings, CASE, CEC, School Improvement, Bullying Conference, Committee updates, RESA PD Chart, Quarterly Reports
Office of Special Programs monthly staff meeting	WVDE OSP and RESA representatives, all RESA 1 counties	Discussed: Professional Development, OSP Calls, Conference Attendance, Curriculum, Online Modules for New Special Education Teachers, Monitoring Training, Flexibility Waiver, OSP Focus: Special Education Within the Context of General Education.
Attended State CEC Conference	All counties of RESA 1	Sessions: Positive Behavior Supports to Reduce Aggression in Young Adults with Autism, Enhancing Communication Skills of Young Children with ASD, Protecting the Health and Safety of Students and Others- Use of Restraint.
IPI Data Collection- Shadowed in-school coders- Berlin McKinney Elementary	Staff of Berlin McKinney Elementary	Shadowed in-school coders/assisted with data collection and prep for Data Review- November 7th
Met with Shelly Prince	Raleigh County/ eventually, all counties of RESA 1	Discussed: Raleigh County Action Plan, based on September 18 <sup>th</sup> workshop

**AREA: Leadership and Collaboration cont.**

<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
Attended SenseAbilities Advisory Board meeting	All counties of the state	Prepared for next grant cycle, reviewed past year and plan for upcoming year, build SenseAbilities website. Include info for Families, Educators, Webinars, and Links

<b>STATUS REPORT</b>	
<b>PROGRAM:</b>	<b>TECHNOLOGY SERVICES</b>
<b>DATE:</b>	<b>October 2012</b>
<b>STAFF:</b>	<b>JOHN D. WATSON</b>
<b>FUNDING SOURCE:</b>	<b>STATE / LOCAL</b>

<b>AREA: REPAIR AND INSTALLATION SERVICES</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
Eleven field technicians responding to work orders and assistance requests.	Entire RESA 1 service area	The team of 11 field technicians responded to 781 work orders and assistance requests throughout the service area. The technicians addressed 44 server issues 27 network issues 13 WVEIS issues 3 data circuit issues 146 router issues 390 workstation issues 158 printer and miscellaneous issues

<b>AREA: TRAINING</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
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.
VMWare training	Entire RESA 1 service area	RESA 1 hosted training for the benefit of several counties in and out of the RESA 1 service area. Coordination with the vendor allowed the attendees to realize a savings over traveling to the provider site.
HP Warranty Training	Entire RESA 1 service area	Continuation of training for all RESA 1 technicians to facilitate repairs for 21 <sup>st</sup> Century Tools for Schools purchases. A new Windows 8 training was announced this month.

<b>AREA: INFRASTRUCTURE SUPPORT</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
AEMIS Moodle server	Entire AEMIS service area	Course development continues this month.
BTOP Router Installations	Entire RESA 1 service area	Installation confirmation audits were performed at some locations this month. Several more locations have been reported as ready to order by the vendor responsible for installing the fiber to the various sites.

<b>AREA: PERSONNEL</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
Additional technician position	Entire RESA 1 service area	There have been several inquiries this month into the possibility of an additional technician.
Technician accountability.	Entire RESA 1 service area	Continued improved tracking and verification procedures for timesheet, personal day, and travel related issues

<b>AREA: Special Projects</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
Technician Training Events	Entire RESA 1 service area	Plans are being made to send technicians from several counties to the State sponsored training in Bridgeport this fall.
Technician training	Entire RESA 1 service area	Lenovo announced an updated certification program for all warranty self maintainers. We are scheduling training and testing for the near future for this recertification.
Monroe Network Issues	Monroe County	Assist with troubleshooting overloaded processor in networking equipment. Working with state technician to resolve issues. Reconfigured network core for layer 3 switching and removed VLANS and layer 2 configurations.
Summers Network Issues	Summers County	Assist with troubleshooting overloaded processor in networking equipment. Working with state technician to resolve issues. Reconfigured network core for layer 3 switching and removed VLANS and layer 2 configurations.

<b>RESA-I STATUS REPORT</b>	
<b>PROGRAM:</b>	<b>WVEIS</b>
<b>DATE:</b>	<b>October 2012</b>
<b>STAFF:</b>	<b>DEENA TYREE / SUSIE HANDY</b>
<b>FUNDING SOURCE:</b>	<b>STATE</b>

<b>AREA: WVEIS</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
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.**

<b>AREA: USER/PHONE SUPPORT</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
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.**

<b>AREA: IN-HOUSE DATA PROCESSING</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
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, student schedule cards and rolodex cards for various Raleigh County Schools. Printed First Six Weeks Report Cards for all Raleigh County Schools. Printed failure lists and honor roll lists 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.

<b>AREA: WVEIS</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
Set up New Users as requested. Set up new User Assignments for 2012-2013 School Year. Assisted Users with WVEIS 'WOW' Issues.	MCDOWELL	Set up numerous teacher id's and assignments for access to WVEIS WOW. Worked with Aaron Lester on issues with Engrade.
Set up New Users as requested. Set up new User Assignments for 2012-2013 School Year. Assisted Users with WVEIS 'WOW' Issues.	RALEIGH	Worked with Mary Ann Foster on setting up files to use with Blackboard Connect.
Set up New Users as requested. Set up new User Assignments for 2012-2013 School Year. Assisted Users with WVEIS 'WOW' Issues.	MONROE	Worked with Karen Gore on issues with Educator Evaluation System on WOW.
Set up New Users as requested. Set up new User Assignments for 2012-2013 School Year. Assisted Users with WVEIS 'WOW' Issues.	SUMMERS	Worked with Sarah Brown on issues with Educator Evaluation System on WOW.
Set up New Users as requested. Set up new User Assignments for 2012-2013 School Year. Assisted Users with WVEIS 'WOW' Issues.	WYOMING	Set up numerous teachers id's and assignments for access to WVEIS WOW.
Set up New Users as requested. Set up new User Assignments for 2012-2013 School Year. Assisted Users with WVEIS 'WOW' Issues.	MERCER	Worked with Libby Privette on issues with Educator Evaluation System on WOW.
Susie and Deena participated in two WVEIS Staff Conference calls and one Hot Topics WVEIS conference call regarding Early Warning System on WOW.		

<b>RESA-I STATUS REPORT</b>	
<b>PROGRAM:</b>	<b>WV WORKS ASSESSMENT SPECIALIST</b>
<b>DATE:</b>	<b>October 2012</b>
<b>STAFF:</b>	<b>SAMUEL SMITH</b>
<b>FUNDING SOURCE:</b>	<b>FEDERAL</b>

<b>AREA: TESTING</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
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 12 counties in timely, efficient manner.  Administered Emotional Health Inventory and Learning Needs Screening in 12 counties.  Administered Workkeys Assessment in three counties.

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