

# Minutes

## Regional Council Meeting Beckley, West Virginia June 13, 2013

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### ATTENDANCE:

#### REGIONAL COUNCIL MEMBER PRESENT:

<u>Mercer County</u>	Dr. Deborah Akers, Superintendent Edward “Ted” Gillespie, Board Member
<u>McDowell County</u>	J. Michael Callaway, Board Member
<u>Monroe County</u>	Joetta Basile, Superintendent
<u>Raleigh County</u>	Jim Brown, Superintendent Darrin Butcher, Treasurer
<u>Summers County</u>	Vicki Hinerman, Superintendent Dr. Deborah D. Clark, Board Member
<u>Wyoming County</u>	Mr. Frank Blackwell, Superintendent Mike R. Prichard, Board Member
<u>Higher Education</u>	Richard Druggish, Concord University

#### REGIONAL COUNCIL MEMBER NOT PRESENT:

<u>McDowell County</u>	Nelson Spencer, Superintendent
<u>Monroe County</u>	Lisa Mustain, Principal Danny Lively, Board Member
<u>Raleigh County</u>	Cynthia Jafary, Board Member
<u>Summers County</u>	Dr. Sarah Brown, Chief Instructional Leader
<u>Wyoming County</u>	Jeanette “Jeanie” Graham, Teacher
<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 West Virginia Department of Education School Board

**RESA 1 STAFF MEMBERS PRESENT:**

Dr. Robin Lewis, Executive Director  
LaDawn Mitchem, Executive Secretary  
Sandy Hawley, Public Service Training  
Rick Rice, Public Service Training  
Selina Vickers, Adolescent Specialist  
John Watson, Technology Coordinator

**CALL TO ORDER** The conference call meeting was called to order at 10:20am by Vickie Hinerman, Superintendent, Summers County Schools.

**REPORTS:**

**Financial Report Update:** The financial reports for May 2013 were posted online prior to the meeting and were available for review. There were no questions or discussion.

**RESA 1 2013-2014 Proposed Budget:** Darrin Butcher reviewed with the council the proposed budget for FY 2013-2014.

**June Supplements and Transfers Authorization:** Darrin Butcher discussed with the council the procedure for him as the fiscal officer to make the necessary supplements/transfers during the latter part of June. This is done annually to avoid and/or minimize the number of line item overdrafts that might occur for the FY 12-13 operating budget. All copies of the required supplements/transfers for June will be provided at the next regular meeting.

**Medicaid Report Update:** The Medicaid Reports for May 2013 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 May 2013 were posted online prior to the meeting and were available for review. There were no questions or discussion concerning the status reports.

**INFORMATION/DISCUSSION:**

**Executive Director's Report:** Dr. Lewis updated the regional council of the following

- Technical Assistance Support (TAS) Specialist Position
- Repurposed and Other Funds provided to RESAs by WVDE
- BRIM Safety Procedures
- Regional Council FY 14 Meeting Schedule (Day, Dates, Location and Times)
- The New Face of RESA
- Our best and our brightest highlighting county/school achievements

**Upcoming PD Sessions:** LaDawn Mitchem updated the council on the upcoming training and professional development sessions available at RESA 1.

**New Technology Work Orders:** John Watson gave an overview of the new Work Orders to be used by the computer technicians at RESA 1 and in the counties.

**AEPA Update:** LaDawn Mitchem

**Executive Director Evaluation:** Vickie Hinerman reviewed with the regional council the evaluation of the RESA 1 Executive Director Dr. Robin Lewis.

**ACTION:**

- 1 Motion by Michael Callaway and second by Dr. Deborah Akers to approve the May 2013 minutes. Motion passed. Minutes approved.
- 2 Motion by Edward “Ted” Gillespie and second by Frank Blackwell to accept the Monthly Financial Reports for May 2013. Motion passed. Monthly Financial Reports were accepted.
- 3 Motion by Jim Brown and second by Edward “Ted” Gillespie to approve the RESA 1 2013-2014 Proposed Budget. Motion passed. Proposed Budget approved.
- 4 Motion by Jim Brown and second by Frank Blackwell to authorize the Darrin Butcher to make necessary June supplements and transfers. Motion Passed. Authorization granted.
- 5 Motion by Frank Blackwell and second by Dr. Deborah Clark to accept staff positions and assignments pending funding. Motion passed. Positions and Assignments accepted.
- 6 Motion by Dr. Deborah Clark and second by Michael Callaway to hire Mary Jane Albin Pope for position in McDowell County. Motion passed. Hiring approved.
- 7 Motion by Frank Blackwell and second by Dr. Debbie Clark to transfer and hire the following technician positions in Raleigh County. Motion passed. Positions approved.
  - a. Shane Radford – Transfer
  - b. Tyler Webb – Transfer
  - c. James Wilson – New Hire
  - d. Josh McVey – New Hire
  - e. William Meador – New Hire
  - f. Daniel Via – New Hire
- 8 Class 3 – automobile purchase for RESA 1 tabled for further discussion
- 9 Motion by Edward “Ted” Gillespie and second by Michael Prichard to approve the out of state travel for the following people. Motions passed. Travel approved.
  - a. Sandra Adkins, Instructor Braxton County – ABE/SPOKES
  - b. Melissa Jacobs, Instructor Summers County – SPOKES
  - c. Susan Leggett, Instructor Nicholas County – SPOKES
  - d. Shalom Tazewell, Instructor Summers County – ABE
  - e. Dr. Robin Lewis and Drexel Sammons – RESA 1 July 1-3, 2013
  - f. Dr. Robin Lewis – RESA 1 July 22 – 25, 2013
- 10 Motion by Michael Callaway and second by Frank Blackwell to approve the FY 14 Regional Council Meeting Schedule. Motion passed. Schedule approved.
- 11 Motion by Dr. Deborah Akers to adjourn the June 13, 2013 Regional Council Meeting.

**GUEST PRESENTERS:**

Lisa Youell, State School Improvement Specialist, WVDE – West Virginia School Improvement Process

Nate Wray, Strategic Partner Advisor, School Improvement Network – 360 PD

Respectfully submitted,

Signed Copy on File

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Dr. Robin Lewis, Executive Director  
RESA 1

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Date