

RESA-I STATUS REPORT	
PROGRAM:	ABE TECHNOLOGY COORDINATION
DATE:	November 2013
STAFF:	LOUISE MILLER
FUNDING SOURCE:	STATE / FEDERAL

AREA: ADULT EDUCATION MANAGEMENT INFORMATION SYSTEM (AEMIS)		
ACTIVITIES	POPULATION SERVED	COMMENTS
<p><i>Continued development of “Adult Basic Education Management Information System (AEMIS)”</i></p> <p>1. General maintenance of error messages</p> <p>2. Programming of NRS Tables continued</p> <p>a. Table 7</p> <p>b. Table 5, 5a, 10</p> <p>c. Updated Prof Dev Role</p>	WV Adult Basic Education (ABE) Instructors / Administrators Statewide	Contract with <i>Strictly Business</i> , to maintain and continue development
<p>Provide Technical Assistance to WVABE Instructors statewide upon request</p> <p>1. Student Enrollment Deletions</p> <p>2. Student Deletions</p> <p>3. Class Deletions</p> <p>4. Class Creations / Updates</p> <p>5. Misc. Calls / E-mails</p> <p>6. Duplicate Student Report Updated</p>	WV Adult Basic Education (ABE) Instructors / Administrators Statewide	
<p>AEMIS FAQ/Requests This Month</p> <p>1. Duplicate Enrollments</p> <p>2. Updated “WVEIS ID” or “User SSN” Certification Spreadsheet for import into AEMIS</p> <p>3. Duplicate Student Report</p>	WV Adult Basic Education (ABE) Instructors / Administrators Statewide	

AREA: Professional Development Provided		
ACTIVITIES	POPULATION SERVED	COMMENTS
AEMIS4U Online Course	AEMIS Technical Assistance Statewide	40+ Enrolled
AEMIS Data Entry	Options Program	WVDOE 3 Participants November 13, 2013

AREA: Professional Development Attended		
ACTIVITIES	POPULATION SERVED	COMMENTS
NRS Data Quality Webinar	WVABE Statewide	November 22, 2013 RESA 1
TIS Meeting	WVABE Statewide	November 5, 2013 RESA 1

AREA: Miscellaneous		
ACTIVITIES	POPULATION SERVED	COMMENTS
Fayette County Technology Advisory Council Meeting	Fayette County	November 14, 2013 Fayette Institute of Technology

RESA-I STATUS REPORT	
PROGRAM:	Adult Basic Education & SPOKES
DATE:	July 20: 2013
STAFF:	Shawn Cook, Nancy Shannon, Peter Minogue, Sandra Adkins, Carmella Browning, Jared Cantrell, Vanessa Clay, Ted Davis, Helena Ellis, Teresa Godwin, Melanie Hayslette, Melissa Jacobs, Susan Leggett, Shelia Radford, Tiffanie Bishop O'Brien, Joy Walker, Rachel Garringer, Mary Gladwell
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 GED exam. Initiated invoices to pay counties for GED exams administered. Verified, coded and processed timesheets for examiners. Purchased testing materials. 	Braxton, Greenbrier, Mercer, Nicholas, Raleigh, Summers, Webster Counties	Tested ytd 416
AREA: ABE		
ACTIVITIES	POPULATION SERVED	COMMENTS
<p>Program visits</p> <ul style="list-style-type: none"> Program administration, including review of student information, leave, budgets and technical assistance to ABE classes. 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. Public awareness in Summers, Wyoming & Pocahontas Counties through posting on community news bulletin boards.. Meeting with NRCTC & Concord to facilitate working with students. Continued ABE director preservice for all new directors. Participated in CCS and SCC graduation ceremonies. Moved furniture for RSAT program. Attended NRS webinar. Provided preservice and TABE orientation for new SCC instructor. <p>AEMIS REVIEWS</p>	<p>Raleigh/Greenbrier McDowell/Monroe Nicholas/Summers Wyoming</p> <p>All Spokes Programs Braxton ABE CCS Greenbrier ABE Wyoming ABE Monroe ABE Pocahontas ABE Stevens CC Webster ABE</p>	

AREA: SPOKES		
ACTIVITIES	POPULATION SERVED	COMMENTS
<ul style="list-style-type: none"> • Monitoring. • Program administration, including review of student information, leave and budgets. • Verified, coded and processed timesheets for instructors and substitutes. Monitored budgets, prepared requisitions in WEVIS, & coded invoices for payment. • Research cost effective supplies and facilitate purchases for all 12 counties within RESAs 1 & 4. • Worked with instructors to review AEMIS reports. • Hired Nicholas sub, and assisted with certification obtainment. • Continued to conduct employee observations and verify annual goals per evaluation policy. • Attended Summers Partner meeting. 		
<p>Braxton: Sandra Adkins/Joy Walker and Tiffanie O'Brien</p> <ul style="list-style-type: none"> • Wrapped up Teaching Basic Skills with Contextualized Lessons with Final Presentations in Providence RI on November 13. • Attended National Career Transitions Network Conference November 14 - 15, Providence RI • WorkKeys testing - 1 Silver, 2 Bronze • Guest Speaker - Ami Cook, WVU Extension, How Not to Marry a Jerk/ette - Part 2 - 8 participants • Class Visit to Randolph SPOKES to train teacher in IC3 proctor and assist with TeamBoard set up 		
<p>Fayette: Shelia Radford & Tiffanie O'Brien</p> <ul style="list-style-type: none"> • Lauren Weatherford presented Scream Free Parenting and Relationships • Hosted at a 5 hour Stress workshop by WVU-Ext for Raleigh and Fayette SPOKES @ RESA 1 		
<p>Greenbrier: Teresa Godwin</p> <ul style="list-style-type: none"> • Sarah Hawkin/WorkForce conducted mock job interviews • Elizabeth Reynolds conducted WVU nutrition class 3 days • Administered TABE for two WorkForce clients • Suzanne Soucier NTCUC spoke with two students in regard to their higher education plans • Registered one student for OPT/GED • Registered and scheduled two students for WorkKeys • Our class participated in the annual Veteran's Day activities at WorkForce aiding in serving refreshments. 		
<p>McDowell: Jared Cantrell & Joy White</p> <ul style="list-style-type: none"> • Delivered Thanksgiving dinner with all the fixings to McDowell County SPOKES student nominated by Jarred Cantrell • Scheduled CPR/1st aid classes 		
<p>Monroe County-Ted Davis & Tina White</p>		

<p>Nicholas: Susan Leggett & Tiffanie O'Brien</p> <ul style="list-style-type: none"> • November 7 - NRCTC - Amanda spoke to students about enrolling in the Spring semester • November 21 - Thanksgiving luncheon with Spokes, ABE & a few of the DHHR staff members • 6 students completed Part I of Customer Service • 4 students completed Part II of Customer Service • 1 student completed Word 2007 on GCF • 2 students completed Powerpoint 2007 on GCF • 1 student completed MOS Specialist in Word & Powerpoint • 6 students completed WV Welcome • 1 student obtained employment • 1 student received a Thanksgiving dinner donated by RESA I 		
<p>Pocahontas: Vanessa Clay</p> <ul style="list-style-type: none"> • Attended Snowshoe Career Center Partners meeting • Continuing TIS training • 1 student completed all IC3 components • 1 student completed Computing Fundamentals component • 1 student received WV Hospitality online training and certification 		
<p>Raleigh: Helena Ellis & Tiffanie OBrien</p> <ul style="list-style-type: none"> • New River Community and Technical College- Amanda Smarr- Presented to SPOKES and ABE • Gene Whitlow from EOE presented to SPOKES and ABE • Don't Marry and Jerk/Jerkette, presented by Terrill Peck, WV Extension Agency • Love Languages- presented by Terrill Peck, WV Extension Agency • Money Management (Money Habitudes), presently by Terrill Peck, WV Extension Agency • Job Shadowing by Dawn Dunlap and Teresa • WorkKeys Assessment • 11/1- Hosted Women's Resource Center in Beckley for information/services presentation 		
<p>Summers: Carmella Browning, Evelyn Phillips & Joy Walker</p> <ul style="list-style-type: none"> • Summers County SPOKES meeting including ABE staff, DHHR staff, Shawn Cook and Debi Conrad, Coordinator - Office of Adult Education and Workforce Development • Food Handler's class – Summers County SPOKES <p>Scheduled CPR/1st aid classes</p>		
<p>Webster: Melanie Hayslette</p> <ul style="list-style-type: none"> • November 1st: First Aid/CPR • November 7th: Workkeys Testing 		

<p>Wyoming (Denise Ballard & Joy Walker)</p> <ul style="list-style-type: none"> • New Mother's class - Wyoming County SPOKES - Speaker Rosie Jackson from SAFE in McDowell County spoke with students concerning Domestic Violence. • Attended "Cruise" meeting to finalize Thanksgiving "Giving Back" promotion • Scheduled CPR/1st aid classes • Scheduled local employers to provide mock interview for December "New Mother's" class 		
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AREA: RESA		
ACTIVITIES	POPULATION SERVED	COMMENTS
RESA Advisory Council meeting.		

RESA-I STATUS REPORT	
PROGRAM:	Adolescent Health Initiative
DATE:	November 2013
STAFF:	Selina Vickers, Adolescent Health Initiative Coordinator
FUNDING SOURCE:	Office of Maternal Child and Family Health

AREA: Leadership and Collaboration		
ACTIVITIES	POPULATION SERVED	COMMENTS
RESA 1 Bully Prevention Group	RESA 1	Provide bully prevention information to all schools during Bully Prevention week and throughout the year. Developed plan for a Bullying Prevention Toolkit that schools can use. Solidified plan for Nov 20 th to be Blue Shirt Day. Met with Tracy King from Behavioral Health and Detective Ellison with the WV State Police Crimes Against Children Task Force. Planned to combine resources for education and intervention in RESA 1 (8 participants)
Summers County Family Resource Network (Summers Co Substance Abuse Prevention Coalition)	Summers	This group seeks to work with the community to reduce alcohol, tobacco and drug use among teens and adults. Group has received monies from regional block grant to be able to provide more substance abuse education in the county and increase drug take back options. Current planning for education on “identifying drugs in the workplace” for Chamber of Commerce in January. Also, this group is promoting a bullying prevention movie that will be free to the public and show in Summers County. (10 participants)
Summers County High School	Summers County	Met with the school nurse at Summers County High School to share information about Bullying Prevention Week and Blue Shirt Day. Gave Bullying Prevention Toolkit (2 participants)
Summers County High School	Summers County	Met with the school nurse at Summers County High School to share information about Bullying Prevention Week and Blue Shirt Day. Gave Bullying Prevention Toolkit (2 participants)
WV SADD Conference	RESA 1	Met with coordinator on starting SADD chapters. Receive information and training.
Raleigh County Family Resource Network	Raleigh	This group works with the community to address alcohol, tobacco and drug use, provide early intervention services and prevent teen pregnancy. Shared information on resources. Coordinated to provide parent support meetings in So. WV (20 participants)

RESA-I STATUS REPORT	
PROGRAM:	COORDINATED SCHOOL PUBLIC HEALTH
DATE:	November 2013
STAFF:	Ann Sammons
FUNDING SOURCE:	WVDE Office of Healthy Schools

AREA: Bullying Prevention		
ACTIVITIES	POPULATION SERVED	COMMENTS
Meeting with county bullying prevention persons	All Counties	Tracy King, Director of Children's Services at FMRS and WV State Trooper Ellison with the Internet Crimes Against Children spoke to our group. Lisa Shrewsbury with the Beckley Newspaper interviewed the presenters and published an article on the front page of the November 13 th edition.
Newspaper article on the upcoming RESA 1 Bullying Prevention Week was published on November 13 th in the Beckley Newspaper.		The article was picked up by the Associated Press and published in several newspapers in the northern part of WV.
Attended the WV Regional Bullying Conference held in Morgantown	All Counties	This conference had several great speakers and provided good information. I made contact with one presenter to get information on coming to RESA 1 to possibly speak with principals.
Distributed copy of the book, <i>Please Stop Laughing At Us</i> , by Jodee Blanco to all principals	All Counties	Letter inserted into book asking principals to circulate book among school staff to encourage conversation on bullying prevention.

AREA: Discipline Management		
ACTIVITIES	POPULATION SERVED	COMMENTS
Distributed the laminated crosswalk of the Discipline Management System to all principals	All Counties	I received many positive comments on these and requests for additional copies. There are a few left. If anyone needs additional copies please contact me.

AREA: Behavioral Health		
ACTIVITIES	POPULATION SERVED	COMMENTS
Working with the WV Bureau of Behavioral Health and Health Facilities to schedule a workshop on Motivational Interviewing for counselors, school nurses, and social workers	All Counties	This workshop was requested by the participants at the SBIRT Workshop held in October.

AREA: Behavioral Health		
ACTIVITIES	POPULATION SERVED	COMMENTS
Attended meeting to discuss providing mental health services to students in McDowell County.	McDowell	Offered RESA services to work with Southern Highlands Mental Health as they look at providing staff development on mental health issues.

AREA: Discipline Management		
ACTIVITIES	POPULATION SERVED	COMMENTS
Provided two workshops for principals to use the WVEIS Discipline Management System	All Counties	26 attended the workshops
Materials printed	All Counties	Materials on the WVEIS Discipline Management System were printed and distributed at these workshops. These will be made available to other principals in November.

AREA: Behavioral Health		
ACTIVITIES	POPULATION SERVED	COMMENTS
Provided a Screening, Brief Intervention, Referral to Treatment Workshop	All Counties	9 attend the workshop. This workshop provided nurses with the substance abuse CEUs required for renewal of the nursing license
Attended the Region 6 Governor's Substance Abuse Task Force	All Counties	Group work to finalize recommendations to present to the Governor

AREA: Nutrition		
ACTIVITIES	POPULATION SERVED	COMMENTS
Participated in a conference call with Richard Goff and the Office of Child Nutrition for Child Nutrition Directors and Regional School Wellness Specialists	All Counties	
Attended the Country Road Cooperative Meeting and introduced Heather Copen, AmeriCorps Member working with the FARM2School Program	All Counties	

AREA: Coordinated School Public Health		
ACTIVITIES	POPULATION SERVED	COMMENTS
Attended the West Virginia Council of School Nurses Meeting and the Association of School Nurses Conference in Charleston as the Regional School Wellness Specialist	All Counties	There were 119 school nurses in attendance at this conference. I spoke with several speakers about coming to RESA 1 to provide a workshop for principals.

AREA: Coordinated School Public Health		
ACTIVITIES	POPULATION SERVED	COMMENTS
Provided a presentation to the Prevention Without Borders Group on November 1 st .	All Counties	Presentation included an update of the Coordinated School Public Health Model.
Distributed Cold vs. Flu posters and handouts to all principals	All Counties	A few more posters are available. Please contact me if interested.
Participated in a conference call on Community Schools with Paula Fields on November 14 th	All Counties	
Provided an update to the RESA Council	All Counties	Shared information on upcoming FitnessGram Training, HEAP, Epinephrine at School, Boost Balls, Out-of-State Field Trips and Health Services, Bullying Prevention Week, FARM2School, and Adult Immunizations. Made handouts available for those in attendance.

RESA-I STATUS REPORT

PROGRAM:	Curriculum Specialists
DATE:	November 2013
STAFF:	Sue Lee
FUNDING SOURCE:	State / Federal

AREA: Focus Schools		
ACTIVITIES	POPULATION SERVED	COMMENTS
November 5	Pineville Middle School	Observed in all of the Special Education classrooms. I worked with several students one on one.
November 6	Mullens Middle School	Observed in all of the Special Education classrooms. I worked with several students one on one.
November 7	Bluefield Middle School	I met with the 8 th grade teachers. I met with the TAS for the school. The 8 th . Grade team gave me several areas that they would like to have training. Several teachers gave me areas that they would like to some research.
November 11, 12, and 13	For All Focus Schools	Attended the SREB LDC/MDC Training in Charleston to provide support for the Focus Schools.
November 14	Bluefield Middle School	Worked with Ms. Staten, the TIS for Bluefield Middle School, on Acuity. Met with the 8 th . Grade teachers to discuss focus possible trainings and focus students.
November 5	Pineville Middle School	Observed in all of the Special Education classrooms. I worked with several students one on one.
November 6	Mullens Middle School	Observed in all of the Special Education classrooms. I worked with several students one on one.
November 7	Bluefield Middle School	I met with the 8 th grade teachers. I met with the TAS for the school. The 8 th . Grade team gave me several areas that they would like to have training. Several teachers gave me areas that they would like to some research.
November 11, 12, and 13	For All Focus Schools	Attended the SREB LDC/MDC Training in Charleston to provide support for the Focus Schools.
November 14	Bluefield Middle School	Worked with Ms. Staten, the TIS for Bluefield Middle School, on Acuity. Met with the 8 th . Grade teachers to discuss focus possible trainings and focus students.

RESA-I STATUS REPORT	
PROGRAM:	Curriculum Specialists
DATE:	November 2013
STAFF:	John Peal
FUNDING SOURCE:	State/Federal

AREA: Curriculum		
ACTIVITIES	POPULATION SERVED	COMMENTS
November 4-IPI evaluation at Spanishburg Elementary in Mercer County	Spanishburg Elementary a Priority School in Mercer County	
November 5-Peterstown Elementary	Peterstown Elementary in Monroe County	
November 6-Mountain View Elementary and Middle School	Mountain View in Monroe County	
November 7-Bluefield Intermediate School	Bluefield Intermediate School in Mercer County	
November 12-Peterstown Elementary	Peterstown Elementary in Monroe County	
November 13-Mountain View Elementary and Middle School	Mountain View in Monroe County	
November 14-Bluefield Intermediate School	Bluefield Intermediate School in Mercer County	
November 15-RESA 1 office	Focus School	
November 18-Bluefield Intermediate School	Bluefield Intermediate School in Mercer County	
November 19-Peterstown Elementary	Peterstown Elementary in Monroe County	
November 20-Mountain View Elementary and Middle School	Mountain View in Monroe County	
November 21-Attendance of West Virginia Reading Conference	Focus Schools	
November 22-Attendance of West Virginia Reading Conference	Focus Schools	
November 26-Office Work	Focus Schools	

RESA-I STATUS REPORT	
PROGRAM:	MEDICAID
DATE:	November 2013
STAFF:	JAMIE BAILEY
FUNDING SOURCE:	LOCAL / STATE

AREA: MEDICAID BILLING		
ACTIVITIES	POPULATION SERVED	COMMENTS
Billed Medicaid	McDowell Mercer Monroe Raleigh Summers Wyoming	44,978.34 224,176.79 28,838.26 137,891.66 32,451.87 3,156.29

AREA: MEDICAID		
ACTIVITIES	POPULATION SERVED	COMMENTS
Technical Assistance	McDowell Mercer Monroe Raleigh Summers Wyoming	Medicaid Provider Revalidation/ transmitted billing files and ran remittances Medicaid Provider Revalidation/ transmitted billing files and ran remittances Medicaid Provider Revalidation/ transmitted billing files and ran remittances Medicaid Provider Revalidation/ Transmitted billing files and ran remittances. Medicaid Provider Revalidation/ transmitted billing files and ran remittances Medicaid Provider Revalidation/ transmitted billing files

AREA: MEDICAID		
ACTIVITIES	POPULATION SERVED	COMMENTS
Technical Assistance	All Counties	Prepared Reimbursement Reports for all six counties. Prepared and mailed contracts/ requisitions for TAS program.
Meetings/Training	All Counties	RESA 1 Staff Meeting

RESA-I STATUS REPORT	
PROGRAM:	PUBLIC SERVICE TRAINING
DATE:	November 2013
STAFF:	RICK RICE/SANDY HAWLEY
FUNDING SOURCE:	STATE

AREA: FIRE STARTED		
ACTIVITIES	POPULATION SERVED	COMMENTS
Fire Officer 1	Mercer	Mercer County Firefighters
Fire Officer 1 On-line	Raleigh	Raleigh County firefighters
Fire Officer 2	Mercer	Mercer County Firefighters
Fire Officer 2 On-line	Raleigh	Raleigh County firefighters
Haz Mat Awareness	McDowell	McDowell 911
Hazardous Materials Operations	Pocahontas	Shavers Fork Fire Rescue
Haz Woper	Nicholas	B.E. Aerospace
Incident Command ICS – 300	Greenbrier	Fairlea EMS
Incident Command ICS – 300	Raleigh	Raleigh County 911
Incident Command ICS – 400	Raleigh	Raleigh County 911
Propane Fires	Summers	Pipestem Fire Department

AREA: FIRE CLASSES COMPLETED		
ACTIVITIES	POPULATION SERVED	COMMENTS
Fire Extinguisher Training	Mercer	Bluefield Regional Medical Ctr. (247)
Hazardous Materials Awareness	McDowell	McDowell 911 (13)
Hazardous Materials Awareness	Wyoming	Stat Ambulance EMT Class (20)
Haz Woper	Nicholas	B.E. Aerospace (3)
Incident Command ICS - 300	Greenbrier	Fairlea EMS (13)
Incident Command ICS - 400	McDowell	McDowell County Firefighters (23)

AREA: EMS STARTED		
ACTIVITIES	POPULATION SERVED	COMMENTS
Basic EMT Recertification	McDowell	McDowell County Area
CPR	Braxton	Braxton 911
CPR	Braxton	Gassaway Fire Department
CPR	Nicholas	RESA 4 Employees
CPR	Raleigh	Sophia
EMT Mining Recertification	Nicholas	Summersville Area
EMT Mining Recertification (2 Classes)	Raleigh	Mountaineer Mine Service
EMT Mining Recertification	Raleigh	RESA 1/Raleigh Convention Center
EMT Mining Recertification	Raleigh	Southern Safety
EMT Mining Recertification	McDowell	McDowell Ambulance Authority
Emergency Vehicle Driving	Braxton	Braxton 911
First Aid	Braxton	Gassaway Fire Department
First Aid	Nicholas	RESA 4 Employees
First Aid	Raleigh	Sophia

AREA: EMS COMPLETED		
ACTIVITIES	POPULATION SERVED	COMMENTS
Basic EMT Recertification	Mercer	Princeton Fire Department (7)
Basic EMT Recertification	Raleigh	Beckley (6)
Basic EMT Recertification	Raleigh	RESA 1 Area (16)
CPR	Mercer	American Heritage Girls (9)
CPR	Mercer	Princeton Fire Department (7)
CPR	Monroe	Peterstown Fire Department (11)
CPR	Nicholas	RESA 4 Employees (9)
CPR	Raleigh	Sophia (3)
EMT Mining Recertification	Nicholas	Summersville Area (65)
EMT Mining Recertification (2 Classes)	Raleigh	Mountaineer Mine Service (43)
EMT Mining Recertification	Raleigh	RESA 1/Raleigh Convention Center (44)
EMT Mining Recertification	McDowell	Southern Safety (88)
Emergency Vehicle Driving	Mercer	McDowell Ambulance Authority (14)
First Aid	Wyoming	American Heritage Girls (9)
MCI 1 & 2	Mercer	Stat Ambulance EMT Class (18)
MCI 1 & 2	Monroe	Princeton Fire Department (1)
First Aid	Raleigh	Peterstown Fire Department (12)
First Aid		Sophia (3)

AREA: SCHOOL IN SERVICE		
ACTIVITIES	POPULATION SERVED	COMMENTS
CPR	Fayette	Fayette Board (18)
First Aid	Fayette	Fayette Board (18)
CPR	Monroe	Monroe Board (10)
First Aid	Monroe	Monroe Board (10)
Fire Extinguisher Training	Mercer	Mercer Board (80)

AREA: OTHER PUBLIC SERVICE TRAINING		
ACTIVITIES	POPULATION SERVED	COMMENTS
National Incident ICS – 300	Raleigh	Raleigh County 911 (6)
National Incident ICS – 400	Raleigh	Raleigh County 911 (8)

AREA: MEETINGS		
ACTIVITIES	POPULATION SERVED	COMMENTS
RESA 6 Wheeling November 12 & 13	RESA 1	Public Service Training Staff Meeting

RESA-I STATUS REPORT	
PROGRAM:	Program Development
DATE:	November 2013
STAFF:	Drexel Sammons
FUNDING SOURCE:	State & Federal

AREA: RESA 1 Activities		
ACTIVITIES	ACTIVITIES	ACTIVITIES
11/5/2013 – Held an Informational Meeting on the Cohorts with Concord University including the masters and certificate programs for educators.	Over 50 people were in attendance from all RESA 1 counties	The meeting was very productive and provided relevant information to the educators. RESA 1& Concord University are offering 3 masters programs and 2 certificate programs beginning January 2014.
11/11/2013 – Attended 3 days of professional development on the LDC (Literacy Design Collaborative) and MDC (Mathematics Design Collaborative).	RESA 1 high schools that are affiliated with “High Schools that Work”	Teachers in high schools throughout RESA 1 will be trained in creating modules by using the tools, structures professional development/coaching, and follow-up by two trainers working with the SREB national trainers.
11/19/2013- Attended RESA 1 Science Bowl at WVU Tech.	Five schools in RESA 1 competed.	Woodrow Wilson HS placed first, Bluefield HS placed second, and Shady Spring place third.
11/25/2013 - Updated the current Professional Development Report for the WVDE.	All RESA 1 counties	Submitted plans for 44 PD sessions from July 1, 2013 through November 30, 2013.

AREA: 21st Century Community Learning Center		
ACTIVITIES	POPULATION SERVED	COMMENTS
11/1/2013 – Submitted form 13.60.10 for the 21 st Century CCLC Grant.	Students from Beckley-Stratton Middle School	This accounting form was needed by the state for the CCLC report.
11/6/2013 – Met with Vickie Webb to review updates and plans for the afterschool program.	Students at Beckley Stratton Middle School	The program is going very well and attendance is up for the school year.
11/6/2013 - Attended the CCLC Advisory Council Meeting at Beckley Stratton Middle School.	Students at Beckley Stratton Middle School	The meeting reviewed the happenings at the Afterschool Program and new initiatives for the year.

AREA: MSP Grant (TEAM Project)		
ACTIVITIES	POPULATION SERVED	COMMENTS
11/15/2013– Met with Deborah Cantley, MSP Math Coordinator, to set up for the MSP training session on Saturday, November 16, 2013.	18 teachers in RESA 1 counties	Dr. Edna Meisel from Marshall University conducted the PD session on “hands-on” math activities relating to algebraic expression and numbers.

AREA: Focus Schools		
ACTIVITIES	POPULATION SERVED	COMMENTS
11/18/2013 – Conducted a PD session on “Step Up to Writing” for our focus schools.	6 focus schools in RESA 1	Evaluations were very positive and participants “walked away” with wonderful ideas about the writing process that can be implemented immediately in classrooms.
11/20/2013 – Conducted a PD titled “Mini Conference for Focus Schools” in partnership with RESA 4.	Leadership teams from the 6 focus schools in RESA 1	The principals received training on teams, structures, processes and roles, growth data, leadership, curriculum, instruction and assessment, and educator growth and development.
11/22/2013 – Submitted the MOU from the county boards of education and the six focus schools.	RESA 1 Focus Schools	The MOU was reviewed extensively by each county and each school.

AREA: Curriculum Planning		
ACTIVITIES	POPULATION SERVED	COMMENTS
11/4/2013 – Completed a IPI Data Collection for Spanishburg Elementary School.	Students from Spanishburg Elementary School	Along with two other coders, we collected over 180 pieces of data for the school to analyze.
11/5/2013 – Held a PD on Principal Mentoring with WVDE & RESA 4.	Principals in Raleigh and Wyoming counties attended the session	The training was very beneficial and helpful to the participants.
11/25/2013 – In contact with Barbie Little, RESA1 social studies fair coordinator, regarding the upcoming Social Studies Fair and the new event called the National History Day.	All students in the RESA 1 counties.	Meeting was productive.

RESA-I STATUS REPORT	
PROGRAM:	Special Education
DATE:	November 2013
STAFF:	Robert “Greg” Bartlett
FUNDING SOURCE:	State and Federal

AREA: Education and Awareness		
ACTIVITIES	POPULATION SERVED	COMMENTS
Essential Elements Workshop	Raleigh Co. new Special Education Teachers and Mentors	Provided workshop on Common Core Essential Elements, Smarter Balanced Assessment and Dynamic Learning Maps Assessment
TIS Workshop	RESA 1 Technology Integration Specialists	Provided set-up and support for TIS workshop- Presented by Valerie Wilson
Focus Schools Leadership Mini-Conference	Focus Schools Principals of RESAs 1 and 4	Facilitated leadership conference w/Drexel Sammons, of RESA 1, presented by WVCPD, for Principals of Focus Schools 62 Participants

AREA: Education and Awareness: CPI		
ACTIVITIES	POPULATION SERVED	COMMENTS
CPI- Initial Certification	Monroe County Pre-K Staff	Provided CPI- Nonviolent Crisis Intervention training to Pre-K staff of Monroe County 15 Participants
CPI- Initial Certification	McDowell County Staff	Provided CPI- Nonviolent Crisis Intervention training to McDowell County staff 18 Participants
CPI- Initial Certification	Mercer County Staff	Provided CPI- Nonviolent Crisis Intervention training to Mercer County staff 4 Participants

AREA: Leadership and Collaboration		
ACTIVITIES	POPULATION SERVED	COMMENTS
State RESA Special Education Directors Monthly Meeting	All Counties of RESA 1	Discussed: Focus Schools, menu of interventions, Autism Mentor process, Autism Academy, PBIS Academy, Pre-K Outstanding Teacher nominees, Bullying Conference, Bookshare training, Special Education Leadership Fall Conference, Online Writing training, RESA Special Education Contact List
Office of Special Programs Monthly Meeting	All Counties of RESA 1	Introduction to West Virginia’s Special Education Facts 2012-2013, Agenda for Fall Conference, West Virginia Standards for High Quality Special Education Programs, RESA Technical Assistance Support/School Improvement Training, Standards-Based IEP Training (January 2014), 2014 Summer Academies, Upcoming Dates

AREA: Leadership and Collaboration cont.		
ACTIVITIES	POPULATION SERVED	COMMENTS
Alternate Assessment Advisory Team Alternate Assessment Item Writing/PD Development		Participated in workshop to develop assessment items for the 1% population. Participated in development of PD for special education teachers of the state on the application of tests and practice tests in their classrooms.
RESA 1 Special Education Directors Meeting	All Counties of RESA 1	Discussed: Curriculum Associates Presentation, Concord University Survey, CPI Trainings, IPI Coder Training, Focus Schools, Stride Academy, Fall Leadership Conference, Leadership Academy #2, Online Writing Training
RESA 1 Pre-K Directors Meeting	All Counties of RESA 1	Discussed: Pre-K Program Reviews (Monroe and Summers Counties), CPI Trainings, Pre-K Autism Overview, WV Pre-K Outstanding Teacher Nominations, Pre-K Autism Academy Follow-Up, WV System of Support Webinars, RESA/WV Pre-K Steering Team Leadership Meeting (Spring 2014)
Pre-K File Review/Prep for State Program Review	Monroe County Pre- K Programs	Conducted Pre-K File Review with staff members of Monroe County Central Office and Pre-K Staff in preparation for State Pre-K Program Review.

RESA-I STATUS REPORT	
PROGRAM:	WVEIS
DATE:	November 2013
STAFF:	DEENA TYREE / SUSIE HANDY
FUNDING SOURCE:	STATE

AREA: DAILY BACKUPS, PROGRAM UPDATES, MONTHLY SAVES AND AS400 MAINTENANCE		
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 1	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. Suddenlink in 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.

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, SMS and WHS.	All Counties	Assisted counties with Self-Backups, Queries, Sequel and Web-Based WVEIS and Teacher Evaluation Program.

AREA: IN-HOUSE DATA PROCESSING		
ACTIVITIES	POPULATION SERVED	COMMENTS
Query Design	All Counties	Designed FMS, EMS, FAS, HMS and SMS Queries for all counties on-line. Implementing Sequel software and security.
Database Maintenance and Development	All Counties	Printed 2nd Six Weeks Report Cards for all Raleigh County Schools. Printed student schedules and mailing labels 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 Raleigh County, transmitted via Internet to United Bank 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 Teacher User Assignments for 2013-2014 School Year in WOW. Assisted Teachers & Administrators with Teacher Evaluation Program.	Mercer	Reset passwords as requested and assisted users as needed. Assisted schools with 2 nd Month Enrollment Issues to assure accurate enrollment data before submission to state.
Set up New Users as requested. Set up Teacher User Assignments for 2013-2014 School Year in WOW. Assisted Teachers & Administrators with Teacher Evaluation Program.	Monroe	Reset passwords as requested and assisted users as needed. Assisted schools with 2nd Month Enrollment Issues to assure accurate enrollment data before submission to state.
Set up New Users as requested. Set up Teacher User Assignments for 2013-2014 School Year in WOW. Assisted Teachers & Administrators with Teacher Evaluation Program.	McDowell	Reset passwords as requested and assisted users as needed. Assisted schools with 2nd Month Enrollment Issues to assure accurate enrollment data before submission to state.
Set up New Users as requested. Set up Teacher User Assignments for 2013-2014 School Year in WOW. Assisted Teachers & Administrators with Teacher Evaluation Program.	Raleigh	Reset passwords as requested and assisted users as needed. Assisted schools with 2nd Month Enrollment Issues to assure accurate enrollment data before submission to state. Conducted WOW Training with Elementary & Secondary Counselors.
Set up New Users as requested. Set up Teacher User Assignments for 2013-2014 School Year in WOW. Assisted Teachers & Administrators with Teacher Evaluation Program.	Summers	Reset passwords as requested and assisted users as needed. Assisted schools with 2nd Month Enrollment Issues to assure accurate enrollment data before submission to state.

AREA: WVEIS		
ACTIVITIES	POPULATION SERVED	COMMENTS
Set up New Users as requested. Set up Teacher User Assignments for 2013-2014 School Year in WOW. Assisted Teachers & Administrators with Teacher Evaluation Program.	Mercer	Reset passwords as requested and assisted users as needed. Assisted SE Dept. with Dec 1 st Child Count Issues to assure accurate enrollment data before submission to state. Conducted training/informational session with all Counselors regarding student scheduling.
Set up New Users as requested. Set up Teacher User Assignments for 2013-2014 School Year in WOW. Assisted Teachers & Administrators with Teacher Evaluation Program.	Monroe	Reset passwords as requested and assisted users as needed. Assisted SE Dept. with Dec 1 st Child Count Issues to assure accurate enrollment data before submission to state.
Set up New Users as requested. Set up Teacher User Assignments for 2013-2014 School Year in WOW. Assisted Teachers & Administrators with Teacher Evaluation Program.	McDowell	Reset passwords as requested and assisted users as needed. Assisted SE Dept. with Dec 1 st Child Count Issues to assure accurate enrollment data before submission to state.
Set up New Users as requested. Set up Teacher User Assignments for 2013-2014 School Year in WOW. Assisted Teachers & Administrators with Teacher Evaluation Program.	Raleigh	Reset passwords as requested and assisted users as needed. Assisted SE Dept. with Dec 1 st Child Count Issues to assure accurate enrollment data before submission to state.
Set up New Users as requested. Set up Teacher User Assignments for 2013-2014 School Year in WOW. Assisted Teachers & Administrators with Teacher Evaluation Program.	Summers	Reset passwords as requested and assisted users as needed. Assisted SE Dept. with Dec 1 st Child Count Issues to assure accurate enrollment data before submission to state.
Set up New Users as requested. Set up Teacher User Assignments for 2013-2014 School Year in WOW. Assisted Teachers & Administrators with Teacher Evaluation Program.	Wyoming	Reset passwords as requested and assisted users as needed. Assisted SE Dept. with Dec 1 st Child Count Issues to assure accurate enrollment data before submission to state.
Susie and Deena participated in WVEIS State Staff Conference Calls.		

RESA-I STATUS REPORT	
PROGRAM:	WV WORKS ASSESSMENT SPECIALIST
DATE:	November 2013
STAFF:	SAMUEL SMITH
FUNDING SOURCE:	FEDERAL

AREA: Testing		
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		
ACTIVITIES	POPULATION SERVED	COMMENTS
Administered Test of basic skills in Reading, Math and Language at all levels. (Test of Adult Basic Education)	DHHR Clients, WV Works Dept., SPOKES students	
Scored, processed, and returned results to WV Works Supervisors in 13 counties in timely, efficient manner.	DHHR Clients, WV Works Dept., SPOKES students	
Administered Emotional Health Inventory and Learning Needs Screening in 13 counties. Administered WorkKeys Assessment in 4 counties.	DHHR Clients, WV Works Dept., SPOKES students DHHR Clients, WV Works Dept., SPOKES students	

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

RESA-I STATUS REPORT	
PROGRAM:	West Virginia Workplace Education Program – Statewide (75%)
DATE:	November 2013
STAFF:	Tina White
FUNDING SOURCE:	State & Federal

AREA: Collaboration; Training/Education Projects and Initiatives; and Program Awareness		
ACTIVITIES	POPULATION SERVED	COMMENTS
<ul style="list-style-type: none"> • Bureau of Prisons (BOP)/Federal Correctional Institution (FCI) Ex-Offender Task Force – Continue participation with quarterly BOP’s Southern WV Ex-Offender Task Force at the Beckley and McDowell FCIs. Coordinating <i>Bring Your A Game</i> classes to be offered within FCIs. • Brake Supply Company (BSC) Downard, LLC, Princeton, WV – Continuing follow-up training with entire plant staff; continuing follow-up supervisor survival and leadership training with supervisors. • Brake Supply Company, Inc., Beaver, WV – Continuing follow-up training with entire plant staff; continuing follow-up supervisor survival and leadership training with supervisors. • A C & S, Inc., Nitro, WV – Continuing monthly supervisor survival and leadership training with supervisors. • U. S. Well Services, Inc., Jane Lew, WV – Continuing monthly supervisor survival and leadership training with supervisors. • UTC Aerospace (previously Goodrich), Union, WV – Continuing meetings with HR director to develop/arrange staff training. Met w/HR Generalist Tuesday, October 15, 2013; training to begin January 2014. • New River Advanced Technology Center (NRATC), Ghent, WV – Continuing initiatives in collaboration with Lisa Hatcher and NRATC workforce development staff regarding upcoming training requests and shared training materials. Continuing contact with interim director, Ms. Mary Igo, to continue collaboration on various business and industry training programs. • New River Community and Technical College (NRCTC), Beckley, WV – Continuing training initiatives in collaboration with NRCTC. • The Greenbrier, White Sulphur Springs, WV – Continue coordination of pre-employment training for The Greenbrier. • Snowshoe Career Center – Coordinating a basic computer class and <i>Bring Your A Game</i> workshop at the Snowshoe Career Center, searching for instructors, advertising classes, etc. to be held throughout fall/winter 2013 and spring 2014; first <i>Bring Your A Game</i> for business and industry will begin on Tues, October 29 and run through Thur, Nov 21. • AEMIS – Continue AEMIS data-entry for Workplace Education Program participants. • Invoicing – Initiate invoicing for business and industry for services rendered. 	<p>Ex-offenders preparing for parole.</p> <p>Business and industry, and their incumbent workers throughout the State.</p>	

RESA-I STATUS REPORT	
PROGRAM:	SPOKES – Career Development Consultant (CDC) for Greenbrier, Monroe and Pocahontas (25%)
DATE:	November 2013
STAFF:	Tina White
FUNDING SOURCE:	State & Federal

AREA: Collaboration, Education and Awareness		
ACTIVITIES	POPULATION SERVED	COMMENTS
<ul style="list-style-type: none"> Continue regularly scheduled weekly meetings with DHHR caseworkers Etta, Michelle and Madonna at the Greenbrier Co DHHR office to discuss status of current SPOKES students and those in follow-up. Continue regularly scheduled communications with caseworkers, Debbie Walton and Michelle Gay (temporary replacement for Shelby Jennings), regarding status of SPOKES students in Pocahontas and Monroe Counties. Continue regular meetings/visits to the Greenbrier, Monroe and Pocahontas Co SPOKES class to follow-up with current students, conduct orientation and develop self-sufficiency plans. Forwarded employer contact/student status information to appropriate DHHR office caseworkers. Continue employer visits throughout Greenbrier, Monroe and Pocahontas Counties on behalf of the SPOKES students in an effort to solicit positive potential job leads for the students and spread awareness of SPOKES candidates. Continue preparing monthly CDC reports and supplemental report information; forward to Christina Harper and appropriate DHHR caseworker and SPOKES instructor each month. Continue to copy Shawn Cook on correspondence, along with DHHR representatives. 	<p>Greenbrier Co SPOKES Students</p> <p>Pocahontas and Monroe Co SPOKES Students</p> <p>Business and industry throughout Greenbrier, Monroe and Pocahontas Co</p>	<p>Pocahontas and Monroe Co SPOKES resumed September 1, 2013 and will run through December 31, 2013</p>

RESA-I STATUS REPORT	
PROGRAM:	Technology Services
DATE:	November, 2013
STAFF:	John Watson
FUNDING SOURCE:	State and Local

AREA: Repair and Installation Services - Individual technician reports for 16 field technicians		
ACTIVITIES	POPULATION SERVED	COMMENTS
Kevin Anglin	McDowell County	<p>Phoenix Center: I installed printer drivers and updated Windows, Flash, Java, Adobe reader on 10 units.</p> <p>BES: I printed a test page and found that the toner cartridge is empty. A replacement must be ordered and installed. BES: I ran a spyware utility on the PC and removed 66 spyware files. I opened web browsers and found no popups. BES: The VGA cable was defective and I replaced it with a temporary one until a more appropriate one can be ordered for the teacher to use. IES: I had to run the check disk utility to fix problems with the file structure. IES: I cloned the hard drive with a known good one in the room. AES: I configured the printer with a static address and installed the printer drivers on the PC's and printed test pages. I rearranged some PC's to accommodate others so they could be plugged into a drop.</p> <p>I changed the volume settings and configured the browser to accept popups on 25 units. I installed printer drivers and Lexia software on 25 units. I updated one PC and used it to clone the rest of 28 units. I installed the printer drivers on the PC and printed test pages on 2 units. I explained to the teacher that Deep Freeze was a necessity and could not be removed. SRMS: I could not reproduce the problem. SRMS: I had to edit the MAC callout list to allow those devices to connect. SRMS The hard drive was going bad. I replaced it with a good one that contained the same image.SRMS: I had to image the hard drive with a known good one. I had to image the hard drive with a known good one. Then I installed printer drivers.: I had to add</p>

		<p>a printer share to each PC and install the drivers for the printer. BES: It was believed that SRI and SMI was missing from the desktop, I found that it was in fact there, only the icon had changed. I changed the IP address to a static address that would not conflict with another device. I updated Java and configured Chrome to run Carnegie Math on 8 units.</p>
<p>Jeremy Ball</p>	<p>Summers County</p>	<p>I have visited all of the schools in Summers County several times and the Board of Education. Summers County Board Education Office, I have responded to day to day like email problems, internet issues, and WVEIS problems. At Hinton Area Elementary I have been putting workstations, laptops on the domain and I've been responding to work orders for workstations, printers, laptops, access cards, and the VGO robot. At Talcott Elementary School, I have been responding to work orders that include printers, access cards, HVAC Web Servers, workstations, laptops, doors access control server, and I setup a 30 unit workstation lab. Jumping Branch Elementary school I have been responding to work orders that include access cards, work stations, printers, and laptops. Summers Middle School, I have been responding to work orders that including creating access cards, setup up computers, workstations, laptops. I also installed moved the old lab out of Talcott Elementary into room 213 at Summers Middle School. Summers County High School, I have responding to work orders that include, workstations repair, printer repair, and laptop repair. Summers County Bus Garage, I worked laptops, and help the director pull video footage. Special projects for this month include seven new servers that needed to be setup and configured for the schools. I installed one domain controller at each of the Elementary Schools, and two servers for each of the Secondary Schools. Also I have been helping the staff in</p>

		Summers County Schools collect data on the recalled surge protectors.
Ryan Blankenship	McDowell County	During the first half of the month of November I had keeping up with work orders as they came up. The second half I have been doing inventory and getting specs of all the laptops in the county for testing purposes in the spring.
Delores Davis	Mercer County	Personal Leave
Josh McVey	Raleigh County	No Report
William Meador	Raleigh County	For the month of November I have continued to perform day to day Technology work at Stratton Elementary and Daniels Elementary with the recent addition of Beckley Stratton Middle School to my rotation. This is the typical problem solving/configuration of iPads, network issues, AppleTVs, Printers, and assorted electronic devices. I have also continued to perform necessary troubleshooting, maintenance, and script creation of routine tasks for Raleigh County's virtual labs, leading to a reported increased up time in their daily availability. In addition to this, I have been sent to various schools around the county to reconfigure 2nd grade and below iPads to a layered model. This month I also wrote a script to automate the procedure of correcting and creating Raleigh County's Active Directory accounts based on a weekly provided WVEIS report. This script sets the necessary security and school attributes for all student changes and has begun to greatly increase the accuracy of the County's active directory system, reduce downtime of freshly enrolled students, transfers, and drastically reduced the required administration of the system.
Walter Newcomb	McDowell County	Week of October 28th thru November 1st, Met with the new Jaeger Elementary School Architects to discuss and finalize the Technology needs for the facility. Performed an analysis of the architectural drawings for the new Jaeger Elementary School and made any necessary adjustments. Week of November 4th thru 8th, I

		<p>was in attendance at the 2013 Broadband Summit in Morgantown, WV. During the conference we discussed current technology goals and the future technological wants and needs of the State.</p> <p>Week of November 11th thru 15th, Performed interviews for a new Information Technology Technician position for the McDowell County School System. Also completed work orders for Jaeger and Fall River Elementary. Met with the Architects again to finish the Drawing Mark-ups needed for final submission to the SBA. Week of November 18th thru 22nd, Prepared for and attended a question and answer session at Southside K8 with representatives from Washington, DC</p>
Lucy Pack	Mercer County	No Report
Joshua Prudich	Mercer County	<p>This month I have done various things. I have installed a new lab of 25 machine. Replaced a smartboard projector with a led projector. Also moved a smart board from one room to another. I have replaced 5 or so bulbs. Diagnosed a few issues with pen trays as well as some software issues with smart. I have worked a some regular projectors, replacing bulbs, cleaning them out, reset timers and so forth. I have installed some software on a mobile lab, read naturally and chrome. I have installed a network printer and configured it on a group of teacher machines. Also removed some viruses and cleaned up a few machines on my way through the month.</p>
Justin Prudich	Mercer County	<p>For this month we have been busy trying to get all of the computers up to par for testing in the spring. I have been to my schools to make sure that they are ready hardware wise. I have also replaced BIS with a new lab and will be preparing to replace several other schools labs with new computers as they come in. Continuing with day to day maintenance and repair of computers is still high on my list of priorities.</p>
Shane Radford	Raleigh County	For the time period between 10-20-13

		<p>thru 11-19-13 my day to day tasks included iPad repair and replacement due to broken screens or non-functional iPads. Also in this time frame I synced roughly 800 iPads at Shady Spring Elementary and Shady Spring Middle to update restrictions and to remove problematic apps. Several labs at Shady Spring High were prepared for the Compass testing. General maintenance, repair and installation performed for Windows PC's and laptops, MacBooks, printers and wireless access points. On Monday November 18th my position changed from ITST Raleigh County to ITST RESA 1. Tasks performed at RESA 1 include virus removal and updates for Adult Basic Education workstations, assistance with a Power Point presentation and work space arrangement.</p>
<p>Aaron Reed</p>	<p>Mercer County</p>	<p>For the months of September, October, and November, since my last status report, I have finished setting up virtual labs at Melrose Elementary, Princeton High, Bluewell Elementary, and Whitethorn Elementary. To complete Melrose Elementary, the local domain controller there had a DNS problem that was preventing the virtual terminals from connecting to the VMware system located at Pikeview Middle, thus making it a candidate to convert it over to the MERCER.DOM domain, as is the plan to eventually do to all schools. All computers were rejoined to the new domain, and a Read-Only Domain Controller was installed locally at the school, replacing the previous domain controller. The new RODC server keeps a read-only copy of Active Directory on-hand which produces less network traffic to maintain than a normal domain controller. Whitethorn Elementary also had a server problem that had to be addressed as well, which required the time to be corrected between the Whitethorn domain controller and the Central Office servers. Also,</p>

		Bluewell Elementary's server had a critical failure, and their Active Directory information was lost. The school's programs were able to be recovered, and loaded onto a new, upgraded Windows Server 2008 R2 installation. In the coming month, the school will be converted to the MERCER.DOM domain as well.
Daniel Via	Raleigh County	No Report
Tyler Webb	Raleigh County	No Report
Joel Weiss	Mercer County	I installed a new security camera system at Melrose Elementary School. This consisted of seven cameras that cover three sides of the building and two hallways. I replaced the computer lab at Spanishburg Elementary School. The machines that we replaced were running the Windows XP operating system. The new machines are running Windows 7 so I had to adjust the scripts that are run at start time to accommodate the new system. I have applied this knowledge to the scripts at Princeton Middle School to assign certain printers to a machine based on the lab that it is located in. I have been working with a local security company to install and configure the buzz in systems for the front doors at various schools across the county.
James Wilson	Raleigh County	Things are starting to slow down on the iPad front. I have started back on work orders that were put on hold due to iPad app updates and iOS issues. It is a very welcome change of pace. Hopefully our team can catch up on the majority of the work and get items into place in preparation for the county wide app rollout in December.

AREA: Training		
ACTIVITIES	POPULATION SERVED	COMMENTS
HP warranty self maintainer	RESA 1 service area	Reminder to technicians that everyone must recertify, and notification of available Windows 8 training.
Technician training	RESA 1 service area	Discussed delivery and content needs with vendors and requested quote for Windows 8 training.
Network Design Conference	RESA 1 service area	Reservations were made for several

		RESA technicians to attend.
Online Testing	RESA 1 service area	Upcoming training to be held in Charleston. Plans to send several technicians are being made.

AREA: Infrastructure support		
ACTIVITIES	POPULATION SERVED	COMMENTS
Bandwidth Monitoring	RESA 1 service area	Reconfigured bandwidth statements in several routers to more accurately reflect actual usage on Statseeker monitoring application
Router configuration updates	RESA 1 service area	Reconfiguration of all Cisco 3945 routers in RESA 1 for new forensic software being tested by state network administrators has caused problems where bandwidth is above 100M . Statements were removed from several location to restore normal functionality.

AREA: Personnel		
ACTIVITIES	POPULATION SERVED	COMMENTS
Position postings	Monroe County	Applications were accepted and screened. Candidate interviews were conducted and a selection was sent to the state BOE for approval.
Position postings	McDowell County	Applications were accepted and screened. Candidate interviews were conducted and a selection was sent to the state BOE for approval.
Training	RESA 1 service area	Trainings conducted for new/transferred personnel.
Directed Leave Request	RESA 1 service area	Committee formed and business conducted. Approval of donated directed days.

AREA: Special Projects and Activities		
ACTIVITIES	POPULATION SERVED	COMMENTS
Updates to OZ	RESA 1 service area	Continuing modifications to the new WVNET hosted work order system to provide stakeholder data and reports as requested. Modifications for part tracking were made this month