

<b>RESA-I STATUS REPORT</b>	
<b>PROGRAM:</b>	<b>WV ABE Technology Coordination</b>
<b>DATE:</b>	<b>April, 2014</b>
<b>STAFF:</b>	<b>Louise Miller</b>
<b>FUNDING SOURCE:</b>	<b>State and Federal</b>

<b>AREA: Adult Education Management Information System (AEMIS)</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
<i>Continued development of "Adult Basic Education Management Information System (AEMIS)"</i> 1. General maintenance of error messages 2. Updated programming of: a. Administrator Outgoing / Incoming Email	WV Adult Basic Education (ABE) Instructors / Administrators Statewide	Contract with <i>Strictly Business</i> , to maintain and continue development
Provide Technical Assistance to WVABE Instructors statewide upon request 1. Program Improvement 2. Misc. Calls / E-mails 3. Reviewed DMR for errors 4. Updated Grantee for RESA 6	WV Adult Basic Education (ABE) Instructors / Administrators Statewide	

<b>AREA: Professional Development Provided</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
Marion County AEMIS Technical Assistance	Marion County ABE	April 23-25, 2014

<b>AREA: Professional Development Attended</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
WV SPOKES Conference	WVABE	April 9-11, 2014

<b>AREA: Misc.</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
Preparation for WV OVAE Visit  Reviewed Literacy Pro / LACES  Reviewed DRAFT of AEMIS Cloud Proposal		

<b>RESA-I STATUS REPORT</b>	
<b>PROGRAM:</b>	<b>Assessment</b>
<b>DATE:</b>	<b>April 2014</b>
<b>STAFF:</b>	<b>Samuel Smith</b>
<b>FUNDING SOURCE:</b>	<b>TANF</b>

**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

<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
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 12 counties.	DHHR Clients, WV Works Dept., SPOKES students	
Administered WorkKeys Assessment in 5 counties.	DHHR Clients, WV Works Dept., SPOKES students	

<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  WV Works	

<b>RESA-I STATUS REPORT</b>	
<b>January</b>	
<b>PROGRAM:</b>	<b>Curriculum Specialist</b>
<b>DATE:</b>	<b>4/30/14</b>
<b>STAFF:</b>	<b>Sue Lee</b>
<b>FUNDING SOURCE:</b>	<b>State and Federal</b>

<b>AREA: Focus Schools</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
April 1	Peterstown Elementary	
April 2	Bluefield Intermediate	
April 3	Bluefield Middle	
April 4	Mountain View Elem. & Middle	
April 7	Mountain View Elem. & Middle	
April 8	Peterstown Elementary	
April 9	SPL Training Emmanuel Baptist Church	
April 10	Bluefield Intermediate	
April 11	Bluefield Middle	
April 14	Mountain View Elem. & Middle	
April 15	Peterstown Elementary	
April 16	Diagnostic Visit- McDowell County- Southside School	
April 17	Mountain View Elem. & Middle	
April 18	Peterstown Elementary	
April 21	Bluefield Middle	
April 22	Bluefield Intermediate	
April 23	Bluefield Middle	
April 24	Bluefield Intermediate	
April 25	Bluefield Intermediate & Bluefield Middle	
April 26	Attended Muriell Summers Training	
April 28	Mountain View Elem. & Middle	
April 29	Bluefield Intermediate	
April 30	Bluefield Middle	

<b>RESA-I STATUS REPORT</b>	
<b>PROGRAM:</b>	<b>MEDICAID</b>
<b>DATE:</b>	<b>April 30, 2014</b>
<b>STAFF:</b>	<b>JAMIE BAILEY</b>
<b>FUNDING SOURCE:</b>	<b>STATE &amp; LOCAL</b>

<b>AREA:</b>	<b>MEDICAID BILLING</b>	
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
Billed Medicaid	McDowell	50,319.15
	Mercer	78,270.25
	Monroe	10,790.25
	Raleigh	148,525.86
	Summers	42,050.13
	Wyoming	29,930.62

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

<b>AREA:</b>	<b>Medicaid/Special Education</b>	
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
Technical Assistance	All Counties	Prepared Reimbursement Reports for all six counties.  Random Moment Time Study Compliance Reports weekly  Special Education - Inputted Professional Development data, mailed letters/ invoices TAS- received invoices, copied purchase orders , mailed to Phillip Jarrell
Meetings/Training	All Counties	RESA 1 Staff Meeting  Attended RESA Medicaid Specialist Meeting at RESA 3

<b>RESA-I STATUS REPORT</b>	
<b>PROGRAM:</b>	<b>PUBLIC SERVICE TRAINING</b>
<b>DATE:</b>	<b>April 1 – 30, 2014</b>
<b>STAFF:</b>	<b>Rick Rice/Sandy Hawley</b>
<b>FUNDING SOURCE:</b>	<b>State</b>

<b>AREA: FIRE CLASSES STARTED</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
Emergency Vehicle Driving	Monroe	Union Fire Department
Engine Company Operations	Greenbrier	Lewisburg Fire Department
Firefighter 2	Mercer	Princeton Fire Department
Hazardous Materials Awareness	Greenbrier	Tri-County Fire Department
Hazardous Materials Tech. Refresher	Greenbrier	Lewisburg Fire Department

<b>AREA: FIRE CLASSES COMPLETED</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
Core Rescue Prerequisite	Summers	Hinton Fire Department (47)
Emergency Vehicle Driving	Webster	Hacker Valley Fire Department (13)
Engine Company Operations	Greenbrier	Lewisburg Fire Department (17)
Fire Officer 1	Braxton	Chapel Fire Department (8)
Fire Officer 1	Mercer	Mercer County Firefighters (15)
Fire Officer 2	Braxton	Chapel Fire Department (8)
Fire Officer 2	Mercer	Mercer County Firefighters (15)
Firefighter 1	Mercer	Bramwell Fire Department (11)
Firefighter 1	McDowell	McDowell County Firefighters (12)
Firefighter 1	Monroe	Peterstown Fire Department (12)
Firefighter 2	Mercer	Mercer County Firefithters (10)
Hazardous Materials Awareness	Braxton	Braxton EMT Class (20)
Hazardous Materials Awareness	Raleigh	Jan Care Ambulance (26)
Hazardous Materials Operations	Mercer	Bramwell Fire Department (11)
Hazardous Materials Operations	McDowell	McDowell County Firefighters (14)
Hazardous Materials Operations	Monroe	Peterstown Fire Department (11)
Hazardous Materials Operations	Raleigh	Mabscott Fire Department (19)
Hazardous Materials Tech. Refresher	Greenbrier	Lewisburg Fire Department (21)

<b>AREA: EMS CLASSES STARTED</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
CPR	McDowell	McDowell County
CPR	McDowell	McDowell County Spokes
CPR	Nicholas	Nicholas County Spokes
CPR	Pocahontas	Durbin Fire Department
CPR	Wyoming	Wyoming County Spokes
EMT Mining	McDowell	McDowell County
First Aid	Pocahontas	Durbin Fire Department

<b>AREA: EMS CLASSES STARTED</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
First Aid	McDowell	McDowell County Spokes
First Aid	Nicholas	Nicholas County Spokes
First Aid	Webster	Erbacon Fire Department
First Aid	Wyoming	Wyoming County Spokes

<b>AREA: EMS CLASSES COMPLETED</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
Initial EMT	Raleigh	Jan Care Ambulance (26)
CPR	Fayette	Montgomery Fire Department (32)
CPR	Greenbrier	Quinwood Fire Department (12)
CPR	McDowell	McDowell County Spokes (4)
CPR	Nicholas	Nicholas County Spokes (10)
CPR	Pocahontas	Durbin Fire Department (10)
CPR	Raleigh	Beckley Area EMT Mining (8)
CPR	Raleigh	Jan Care Ambulance (26)
CPR	Webster	Erbacon Fire Department (9)
CPR	Wyoming	Pineville Fire Department (18)
CPR	Wyoming	Wyoming County Spokes (4)
EMT Mining	Raleigh	Beckley Area EMT Mining (8)
First Aid	Fayette	Montgomery Fire Department (32)
First Aid	Greenbrier	Quinwood Fire Department (12)
First Aid	McDowell	McDowell County Spokes (4)
First Aid	Nicholas	Nicholas County Spokes (11)
First Aid	Pocahontas	Durbin Fire Department (6)
First Aid	Webster	Erbacon Fire Department (10)
First Aid	Wyoming	Pineville Fire Department (18)
First Aid	Wyoming	Wyoming County Spokes (4)
Mass Casualty Incident	Raleigh	Jan Care Ambulance (26)

<b>AREA: MEETINGS</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
WV State Fire Commission April 3 – 4, 2014, Martinsburg	RESA 1 & 4	RESA 1 & 4 Public Service Training
WV Office of EMS April 14, 2014	RESA 1 & 4	RESA 1 & 4 Public Service Training

<b>RESA-I STATUS REPORT</b>	
<b>PROGRAM:</b>	<b>Special Education</b>
<b>DATE:</b>	<b>April 2014</b>
<b>STAFF:</b>	<b>Robert G. Bartlett</b>
<b>FUNDING SOURCE:</b>	<b>Federal and State</b>

<b>AREA: Education and Awareness</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
Alternate Performance Task Assessment (APTA) Training	Monroe County Special Educators	Conducted APTA administration training for teachers of the 1% population
Alternate Performance Task Assessment (APTA) Training	Wyoming County Special Educators	Conducted APTA administration training for teachers of the 1% population
Substitute Teacher Training- Special Education Overview	All RESA 1 Counties	Presented special education overview for substitute teacher training.

<b>AREA: Education and Awareness: CPI</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
CPI- Initial Certification	Raleigh County Staff	Provided CPI- Nonviolent Crisis Intervention (Initial Certification) training for Raleigh County staff. 15 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 RESA 1 Counties	Discussed: Integrated Community Engaged Collaborative, Focus Schools, PBIS Academy registration clarification, Grants for Autism and PBIS follow-ups, Data access and Management Guidance, Budget Applications
Office of Special Programs Monthly Meeting	All RESA 1 Counties	Discussed: RESA 6 Bullying initiative, Policy 2419 revisions, Policy 2320, IHE Meeting, Reading Initiative, Scaffolding PD, Review Checklist, State Systemic Improvement Plan (SSIP) capacity building and PD, Compliance/Performance Tiered Model
Positive Behavior Interventions and Supports (PBIS) Training	All RESA 1 Counties	Attended PBIS training explaining school teams and summer academies.



<b>AREA: Leadership and Collaboration</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
Special Education Spring Leadership Conference	All RESA 1 Counties	Attended spring leadership conference sponsored by the Office of Special Programs
RESA 1 Special Education Directors Meeting	All RESA 1 Counties	Discussed: CPI trainings, APTA trainings, Focus/Priority/Support Schools- Principal's Workshops, PBIS Academies, Drop-Out Prevention Training, Spring Conference, Out-of-State Placement clarifications, Summer academies, Camp Gizmo, Kid-Strong Conference, Policy 2419 Public Hearings
Alternate Assessment Advisory Team- Alternate Assessment Item Writing/ PD Development	All WV Counties	Participated in a 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.

<b>AREA: Leadership and Collaboration</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
Regional Technical Integration Specialist (TIS) Training	All RESA 1 Counties	Hosted Regional TIS Training- Presented by Valerie Wilson- WVDE

<b>RESA-I STATUS REPORT</b>	
<b>PROGRAM:</b>	Adult Basic Education & SPOKES
<b>DATE:</b>	April 2014
<b>STAFF:</b>	Shawn Cook, Nancy Shannon, Peter Minogue, Sandra Adkins, Denise Ballard, Carmella Browning, Jared Cantrell, Vanessa Clay, Ted Davis, Helena Ellis, Teresa Godwin, Melanie Hayslette, Tammy Holcomb, Susan Leggett, Shelia Radford, Tiffanie Bishop O'Brien, Joy Walker, Tina White
<b>FUNDING SOURCE:</b>	State & Federal

<b>AREA: HSE Exam</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
<ul style="list-style-type: none"> <li>• Verified diploma obtainment for examinees.</li> <li>• Worked with instructors to update examinee records.</li> <li>• Verified, coded and processed timesheets for examiners.</li> <li>• Worked with Nicholas and Wyoming County to assist them in implementing testing.</li> <li>• Implemented TASC testing at all RESA 1 sites.</li> <li>• Attended TASC training.</li> </ul>	Braxton, Greenbrier, Mercer, Nicholas, Raleigh, Summers, Webster	Tested ytd 615

<b>AREA: ABE Coordination</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
<p><b>Program visits</b></p> <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>• Provided HSE in-service in Monroe, McDowell, Wyoming Counties.</li> <li>• Attended pre-service revision committee meeting (1 day).</li> <li>• Attended curriculum committee (1 day)</li> <li>• continued to mentor SCC ABE instructor. Also provided TABE training and instructional materials.</li> <li>• Delivered TASC instructional materials and the readiness test to ABE programs.</li> <li>• Reviewed grant applications for two counties.</li> <li>• Prepared and submitted grant application for three counties.</li> <li>• Attended Mercer Advisory and provided graduation materials.</li> </ul>	Raleigh Greenbrier McDowell Monroe Nicholas Summers Wyoming	

AEMIS REVIEWS: Programs		
All Spokes	Braxton ABE	
CCS	Stevens CC	
Webster ABE	Greenbrier ABE	
McDowell ABE	Wyoming ABE	

<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> <li>Continued to conduct employee observations and verify annual goals per evaluation policy.</li> <li>Attended Spokes conference.</li> <li>Completed and submitted grant application.</li> <li>Met and contracted with three new subs.</li> </ul>		
<p>Braxton: Sandra Adkins/Joy Walker and Tiffanie O'Brien</p> <ul style="list-style-type: none"> <li>First Computerized TASC testing completed!!!</li> <li>Guest Speaker: Ami Cook, WVU Extension on Food Budgeting</li> <li>Certificates:</li> <li>Customer Service 1 - 1</li> <li>Customer Service 2 - 1</li> <li>GCF Access Class - 1</li> <li>EverFi Financial Literacy - 1</li> <li>EverFi Civics - 2</li> <li>IC3 Key Applications - 1</li> <li>Attended Curriculum Design Meeting - Apr 24/25</li> <li>Attended SPOKES conference - Apr 10/11</li> <li>Presented at SPOKES conference with TIS's</li> </ul>		
<p>Fayette: Shelia Radfor &amp; Tiffanie O'Brien</p> <ul style="list-style-type: none"> <li>3 – Employed</li> <li>2 – Customer Service, Level 1</li> <li>1 – Customer Service, Level 2</li> <li>25 – FEMA Certifications</li> <li>4 – WV Welcome Certifications</li> <li>Attended 2 day SPOKES Conference at Stonewall Resort</li> </ul> <p>Tiffanie O' Brien</p> <ul style="list-style-type: none"> <li>Attended the Tamarack Job Fair with 5 Raleigh County students and assisted with 3 Summers County students</li> <li>Wrote 11 resumes for new students and updated 2 resumes for past students</li> </ul>		

<p>Greenbrier: Teresa Godwin</p> <ul style="list-style-type: none"> <li>• Elizabeth Reynolds taught nutrition to the class 3 days</li> <li>• One obtained a job</li> <li>• One Customer Service Certificate</li> </ul>		
<p>McDowell: Jared Cantrell &amp; Joy Walker</p> <ul style="list-style-type: none"> <li>• McDowell County SPOKES – Guest Speaker Dana Lester, WVU Extension Office spoke on How Not to Marry a Jerk or a Jerkette</li> <li>• McDowell County SPOKES – CPR/1<sup>st</sup> Aid, 10 students earned certifications</li> <li>• Mr On April 21<sup>st</sup>, Dana Lester with the West Virginia University Extension Office held the training session, “How not to marry a Jerk or Jerkette”.</li> <li>• I received course syllabus from Thomas Bell for CDL class. I am currently working with DHHR to offer this training to both clients and the public.</li> <li>• Attended SPOKES Conference on April 10<sup>th</sup> and 11<sup>th</sup> and help deliver a workshop on educational apps, sites, and software to participants via a TIS presentation.</li> </ul>		
<p>Monroe County-Ted Davis &amp; Tina White</p> <ul style="list-style-type: none"> <li>• Attended SPOKES Conference at Stonewall on 4/10 and 4/11.</li> <li>• Acquired DSL for learning Center and TASC Testing.</li> <li>• Downloaded and installed TASC test software (Requested that Monroe County Public Library (Monroe County ABE/SPOKES) be listed as an official TASC testing site.</li> <li>• One SPOKES Student completed IC3 certification and achieved Gold level ready to work certificate.</li> </ul>		
<p>Nicholas: Susan Leggett &amp; Tiffanie O'Brien</p> <ul style="list-style-type: none"> <li>• 5 people completed Customer Service</li> <li>• 1 person received Gold Career Readiness</li> <li>• 2 people received Silver Career Readiness</li> <li>• 1 person received Bronze Career Readiness</li> <li>• 4 completed GCF Word 2010</li> <li>• 5 people completed IC3 Living Online</li> <li>• 3 people completed IC3 Key Applications</li> <li>• 6 people completed IC3 Computing Fundamentals</li> <li>• 3 people became IC3 Certified</li> <li>• 12 people received their CPR/First Aid cards</li> <li>• 2 completed WV Welcome</li> <li>• 5 people obtained employment</li> <li>• April 28 - Lauren Weatherford came to class and did a presentation on Developmental Play</li> <li>• April 30 - NRCTC came to discuss their college</li> </ul>		
<p>Pocahontas: Vanessa Clay</p> <ul style="list-style-type: none"> <li>• WorkKeys Testing - April 3rd, 1 silver certificate</li> <li>• Attended DHHR/SPOKES meeting - April 9 &amp; 10</li> <li>• Attended Parenting Class sponsored by the Family Resource Network - April 23rd</li> </ul>		

<ul style="list-style-type: none"> <li>Finished Schoology course for CORE credit</li> <li>Continuing TIS training</li> </ul>		
<p>Raleigh: Helena Ellis &amp; Tiffanie OBrien</p> <ul style="list-style-type: none"> <li>4/9/14 EOE, Gene Whitlow, Educational Outreach Counselor-Presentation</li> <li>4/10-11 SPOKES Retreat</li> <li>4/23-24 3 students took TASC-waiting for results</li> <li>4/24 NRTCE-Stacy Green, Presentation</li> <li>Customer Service Certificates-2</li> </ul>		
<p>Summers: Carmella Browning, Evelyn Phillips &amp; Joy Walker</p> <ul style="list-style-type: none"> <li>Attended Tamarack Job Fair – 3 Summers County SPOKES students attended</li> <li>Guest Speaker Scott Durham, Supt. Of Twin Falls State Park spoke on What Employers are Looking For and Job Retention</li> <li>Completed Defensive Driving Course</li> <li>Stacy Green, Student Recruiter, from New River Community and Tech. College spoke to class about degrees offered through New River</li> <li>Work Keys, 2 tested, 1 platinum and 1 gold level</li> <li>3 students earned WV Tourism Certification</li> <li>2 students obtained food handler’s card</li> <li>2 students earned Customer Service Pt 1 and 2 Certificates</li> <li>5 students received CPR/First Aid Certification</li> <li>1 student earned MOS Specialist Certification</li> <li>2 students started working</li> <li>Attended Spring Conference at Stonewall Jackson Park</li> </ul>		
<p>Webster: Melanie Hayslette</p> <ul style="list-style-type: none"> <li>April 7th: Class attended the Children's Memorial Flag Day to raise awareness about child abuse</li> <li>April 17th: Guest Speaker: Connie Lynch Spoke about the issues of domestic violence</li> <li>FEMA Certificates: 24</li> <li>Customer Service: 2</li> <li>Students who obtained a job: 4</li> </ul>		
<p>Wyoming (Denise Ballard &amp; Joy Walker)</p> <ul style="list-style-type: none"> <li>Wyoming County SPOKES New Mother’s Class – Guest Speaker Scott Durham, Supt. Of Twin Falls State Park spoke on What Employers are Looking For and Job Retention</li> <li>Wyoming County SPOKES – Food Handler’s Class – 2 participants earned certifications</li> <li>Wyoming County SPOKES – CPR/1<sup>st</sup> Aid, 4 students earned certifications</li> </ul>		

<b>AREA: RESA</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
Completed defensive driving course.		

<b>RESA-I STATUS REPORT</b>	
<b>PROGRAM:</b>	<b>Programs Development</b>
<b>DATE:</b>	<b>April 1-30, 2014</b>
<b>STAFF:</b>	<b>Drexel Sammons</b>
<b>FUNDING SOURCE:</b>	<b>State &amp; Federal</b>

<b>AREA: RESA 1 Activities</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
4/1-3/2014 – Attended a conference on “Blended Learning” in Charlotte, NC	RESA 1 counties	The conference was excellent in providing new ideas for the implementation of Next Gen Common Core Standards in mathematics.
4/5/2014 – Provided a PD session to Mercer County Beginning Teachers on “Upcoming Offerings at RESA 1”	57 Mercer County teachers	The teachers were a wonderful group. They were enthusiastic and asked many pertinent questions.
4/9/2014 – Attended a PD training session on Positive Behavior in Children	RESA 1 counties	The training set the framework for the PBIS (Positive Behavioral Interventions and Support Academy Scheduled for this summer.
4/14/2014 – Finalized the Upcoming Trainings at RESA 1 for summer 2014	All educators within the RESA 1 area	Currently over 13 sessions encompassing 27 days are being scheduled for summer 2014.
4/16/2014 – Participated in a diagnostic visit at Southside Elementary/Middle School in McDowell county	Students attending Southside Elementary/Middle School	The visit was enjoyable and showed an overall snapshot of the school and its many offerings.
4/23-24/2014 – Provided 2 days of substitute training for teachers from all 6 counties of RESA 1	Teachers in all six counties of RESA 1	The participants were excellent; very attentive; and extremely attentive to the two days of intensive training for substitute teachers.
4/28/2014 – Attended the State PD Meeting for all directors of professional development throughout the state.	8 PD Directors	The meeting was very productive and several important educational topics were discussed.
4/30/2014 – Updated the PD report for the WVDE.	All counties in RESA 1	From December 1, 2013 until April 30, 2014, RESA 1 provided 59 professional sessions for educators in our six counties.

<b>AREA: 21<sup>st</sup> Century Community Learning Center</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
4/4/2014 – Met with Vickie Webb to review updates and plans for the afterschool program	Students from Beckley-Stratton Middle School	Ms. Webb provided updates on various projects at the Afterschool Program.
4/10-11/2014 – Attended the 21 <sup>st</sup> CCLC Spring Conference (Afterschool Program)	Students from Beckley-Stratton Middle School	The conference was very beneficial in presenting interesting topics that can be implemented in afterschool programs.
<b>AREA: MSP Grant</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
4/5/2014 – Along with Dr. Lewis and Ms. Cantley planned a PD training for elementary teachers in RESA 1 on “Strategies for Teaching Mathematics”.	All RESA 1 counties	Over 129 teachers attended the Saturday math session in Beckley.
4/14/2014 – Met with Debbie Cantley, MSP Math Coordinator, to plans the upcoming MSP Academy in June.	20 teachers throughout RESA 1	The Academy will be held the week of June 24, 2014 for 4 days.
<b>AREA: Focus &amp; Priority Schools</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
4/15/2014 – Along with Dr. Lewis and Mr. Bartlett, assembled the Notebook needed for the Monitoring Audit scheduled for May for both Mercer and Wyoming counties.	6 focus schools	The notebook will provide the necessary monitoring tools needed for the Monitoring Audit for the counties of Mercer and Wyoming.
4/29/2014 – Conducted the regular meeting with principals and central office staff from the Focus Schools.	Staff from the Focus Schools.	Updates were provided to the Focus Schools on ESEA Flexibility Monitoring Procedures, School Notebooks for the Monitoring, discussion of RESA 1 and Focus Schools, and discussion of “A Monitoring Tool for Professional Learning Communities”.
<b>AREA: Curriculum Planning</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
4/22/2014 – Worked on initiative “WV Early Childhood Reporting, Proficiency, and Support System” regarding “Train the Trainers” at the kindergarten level.	All kindergarten classes in schools throughout RESA 1	Kindergarten teachers will be trained on the system on June 30 – July 1, 2014 at RESA and will take back to their specific counties to train their kindergarten teachers on this specific model.

<b>RESA-I STATUS REPORT</b>	
<b>PROGRAM:</b>	<b>Regional School Wellness</b>
<b>DATE:</b>	<b>April 2014</b>
<b>STAFF:</b>	<b>Ann Sammons, BSN MS</b>
<b>FUNDING SOURCE:</b>	<b>Community School Public Health</b>

<b>AREA: School Mental Health</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
"It Does Matter" Bullying Prevention Meeting	All	Meeting held at RESA 1. Sharing of information and resources. Discussion of establishing a week for the upcoming school year to be recognized as RESA 1 Bullying Prevention Week.

<b>AREA: Employee Health</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
Met with a personal trainer to discuss employee wellness	All	Discussion of how to implement school-based physical activity opportunities for employees. Further exploration is planned.

<b>AREA: School Health</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
Provided presentation on school health issues during substitute teacher training.	All	Group was very attentive and asked questions.
Attended two day meeting with State Department Office of Child Nutrition and Stakeholders.	All	Worked toward developing work plan for the upcoming school year.
Participated in the RSWS work session held at RESA 7.		Sharing of resources and discussion of ways to implement the work plan for the upcoming school year.

<b>AREA: Nutrition</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
Collaborated with Heather Copen, AmeriCorps Member to plan for school garden groundbreaking activities.	Spanishburg Elementary	This school is establishing a school garden for each classroom to promote nutrition and nutrition education!!



<b>RESA-I STATUS REPORT</b>	
<b>PROGRAM:</b>	<b>Technology Services</b>
<b>DATE:</b>	<b>April 29, 2014</b>
<b>STAFF:</b>	<b>John Watson</b>
<b>FUNDING SOURCE:</b>	<b>State and Local</b>

<b>AREA: Repair and Installation Services - Individual technician reports for 18 field technicians</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
Kevin Anglin	McDowell County	I removed spyware from a BoE PC. I installed Westest icons at FES. I cloned several laptops, installed Westest icons, installed 4 switches and several keyboards and troubleshot network connectivity for SRMS. I installed Westest for KES. I attended the Bridgeport Tech Conf. for two days. I installed the Westest icons at WES. I installed the Westest icons for RVHS and did some configuration for the firewall and lastly I installed Time Summit software at the bus garage.
Jeremy Ball	Summers County	The month of April has been a very busy month I have traveled to all the Schools and offices in Summers County Schools numerous times. At Summers County High School, I responded to work orders that include part replacement, bandwidth issues, spyware issues, issues with the cameras and key cards and phone issues. At Summers Middle Schools, I responded to work orders that include part replacement, bandwidth issues, spyware issues, script issues, printing issues, ups, and server issues. Hinton Area Elementary School, I responded to work orders that include part replacement, bandwidth issues, spyware issues, projector issues, ups and access card issues. At Jumping Branch Elementary School, I responded to work orders that include part replacement and network setup after painting of the building. Talcott Elementary School, I responded to work orders that include 25 laptop setup, door access control settings,

		issues with power. At Summers County Board Office, I have worked on day to day issues for the users; imaging computers and sorting thru equipment. The big project this month has been to make sure all the computer is ready for WESTEST 2 online and Westest2 online. I have spent a good part of the month doing the updates necessary, and installing the icons. I also submitted the DEP reports for Talcott and Jumping Branch schools.
Ryan Blankenship	McDowell County	The first half of April I installed, troubleshot, and tested testing software. The 6th and 7th I attended the network design conference in Bridgeport.
Daniel Cook	Raleigh County	No Report
Vince Estepp	McDowell County	the monthly status for the month of April has been specifically geared towards installing testing content.
William Meador	Raleigh County	For the month of April I have continued my efforts to prepare Raleigh county for testing, provide daily technical support for all types of technology questions, problems, and issues in addition to addressing the flow of work order requests that are sent in.
Walter Newcomb	McDowell County	The work accomplished during the month of April has finally brought an end to the West Test 2 Online preparation. McDowell County is fully ready and capable for testing all students eligible to take the exams. My colleagues and I have worked tirelessly and diligently towards that goal and it has been achieved. With that now behind us, we can begin to move forward with several projects that I will be reporting on in the future.
Lucy Pack	Mercer County	No Report
Joshua Prudich	Mercer County	No Report
Justin Prudich	Mercer County	No Report
Shane Radford	Raleigh County	Over the last month my job duties have included content updates and support for the TASC examinations. Technology support was provided to

		<p>RESA 1 office staff as well as SPOKES/ABE classrooms in multiple counties. Support was also provided, as requested, Monroe, Mercer and Wyoming county public schools for various tasks including, Smart Board installations, WVEIS Training/repair, router support and WESTEST content support. Trainings attended during this time frame include Office 365 introduction and the Spring Network Strategies and Design Workshop.</p>
Aaron Reed	Mercer County	No Report
Anthony Sever	Raleigh County	<p>The first part of the month I spent catching up and sorting through old work orders and completing ones that weren't done and verifying the ones that were done. The majority of the latter of the month was syncing and resetting iPads due to testing needs and recent updates to software. There were some announcing system problems that needed to be addressed and/or repaired that were also completed.</p>
Burl Smith	Monroe County	<p>Within the month of April 2014 we had multiple tasks for the RESA Technical staff in Monroe County which had a potential impact on the complete county educational system student, teacher, and administrative areas of responsibility. Susceptibilities, upgrades, virus issues, lab upgrades, and State testing requirement complications continued at all schools in the county. Resolution of each issue averted potential negative impact on the whole county student population during a critical time of operation. Resolved issues of importance included School Food Service Point of Sale Server upgrade (1 school approx. 300 students), wireless extension, State test required desktop availability, software compatibility, and new UPS installation. In addition to the above items, Monroe County Vgo robot has gone through training by which unit utilization</p>

		should be in place by next reporting period. The Tele-presence Device is remotely controlled by a home bound student with a laptop. This project is a priority in the County as it is only the third county in West Virginia to participate in same.
Daniel Via	Raleigh County	For March and April, I have completed the updates and installation of applications required for both Writing Assessment and WESTEST on 22 mobile labs in 5 elementary schools. I have also updated one elementary school's iPads for the WESTEST app. I also installed, configured and demonstrated the use of a computer for the library at Sophia Soak Creek Elementary. This was done while completing normal duties such as maintaining iPads and teacher MacBooks for day to day use.
Tyler Webb	Raleigh County	No Report
Joel Weiss	Mercer County	No Report
James Wilson	Raleigh County	Project work is proceeding as planned so far this month. The new supervision and activation system is now in testing phase. Most of the major app updates are to be completed within the next few weeks as the testing windows are on the horizon. Everyone is making sure to take advantage of the time available during spring break for catching up.

<b>AREA: Training</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
HP warranty self maintainer	RESA 1 service area	Distributed program updates to all technicians.
Technician training	RESA 1 service area	Shared Online Writing training and updates to all technicians.
Network Design Conference	RESA 1 service area	Attended Network Design Conference and distributed information accordingly.
Online Testing	RESA 1 service area	Assisted with Online Writing installs and provided updates as received by the West Virginia Department of Education.

<b>AREA: Infrastructure support</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
Bandwidth Monitoring	RESA 1 service area	Reconfigured bandwidth statements in several routers to more accurately reflect actual usage on Statseeker monitoring application. Monitored bandwidth for several locations in preparation of the WESTEST assessments.

<b>AREA: Personnel</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
Position postings	Mercer County	Applications were accepted and screened. Candidate interviews to be scheduled.
Training	RESA 1 service area	Attended Network Designs and Strategies Workshop. Also attended Office 365 introduction session.

<b>AREA: Special Projects and Activities</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
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 comments and reporting.
Apple OS	RESA 1 service area	Procured MacBooks in order to become familiar with Apple OS's as support for these devices are becoming more prevalent.
Twinax replacement	RESA 1 service area	Researched devices to convert SNA devices to IP due to a fast approaching upgrade to the AS/400 that will discontinue use of these devices.
High School Equivalency Exam	RESA 1 service area	Supported locations providing the new High School Equivalency Exam "TASC"

<b>RESA-1 STATUS REPORT</b>	
<b>PROGRAM:</b>	<b>WVEIS</b>
<b>DATE:</b>	<b>04/30/2014</b>
<b>STAFF:</b>	<b>Deena Tyree, Susan Handy</b>
<b>FUNDING SOURCE:</b>	<b>State</b>

<b>AREA: DAILY BACKUPS, PROGRAM UPDATES, MONTHLY SAVES AND AS400 MAINTENANCE</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 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.

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

<b>AREA: IN-HOUSE DATA PROCESSING</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
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 5 <sup>th</sup> Six Weeks Report Cards for all Raleigh County Schools. Printed Rolodex Cards, Student Schedule Cards, mailing labels and failure 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 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.

NARRATIVE: Assisted Users by phone, in person, system messages and emails.

<b>AREA: WVEIS</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
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. Set up 2014-2015 Assignments for various users.	Mercer	Reset passwords as requested and assisted users as needed. Conducted FY15 Student Scheduling session with Elementary School Counselors & Principals in RESA Lab.
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. Set up 2014-2015 Assignments for various users.	Monroe	Reset passwords as requested and assisted users as needed. Conducted FY15 Student Scheduling Session with Mountain View Elementary/Middle School Counselors, Secretary & Principal.
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. Set up 2014-2015 Assignments for various users.	McDowell	Reset passwords as requested and assisted users as needed. Assisted Middle Schools & High Schools with FY15 Student Scheduling.

<p>Set up New Users as requested. Set up Teacher User Assignments for 2013-2014 School Year in WOW. Assisted Teachers &amp; Administrators with Teacher Evaluation Program. Set up 2014-2015 Assignments for various users.</p>	<p>Raleigh</p>	<p>Reset passwords as requested and assisted users as needed. Assisted Carol Cooper &amp; Judy Jarrell with Pre-School enrollments (RESA Lab). Assisted Liberty HS counselors with FY15 Student Scheduling (RESA Lab). Assisted Middle Schools &amp; other High Schools with FY15 Student Scheduling.</p>
<p>Set up New Users as requested. Set up Teacher User Assignments for 2013-2014 School Year in WOW. Assisted Teachers &amp; Administrators with Teacher Evaluation Program. Set up 2014-2015 Assignments for various users.</p>	<p>Summers</p>	<p>Reset passwords as requested and assisted users as needed. Assisted Summers County HS, Summers Middle &amp; Hinton Area with FY15 Student Scheduling.</p>
<p>Set up New Users as requested. Set up Teacher User Assignments for 2013-2014 School Year in WOW. Assisted Teachers &amp; Administrators with Teacher Evaluation Program. Set up 2014-2015 Assignments for various users.</p>	<p>Wyoming</p>	<p>Reset passwords as requested and assisted users as needed. Assisted High Schools &amp; Middle Schools with FY15 Scheduling.</p>
<p>Susie and Deena participated in WVEIS State Staff Conference Calls.</p>		



<b>RESA-I STATUS REPORT</b>	
<b>PROGRAM:</b>	<b>SPOKES – Career Development Consultant (CDC) for Greenbrier, Monroe and Pocahontas (25%)</b>
<b>DATE:</b>	<b>April 2014</b>
<b>STAFF:</b>	<b>Tina White</b>
<b>FUNDING SOURCE:</b>	<b>State &amp; Federal</b>

<b>AREA: Collaboration, Education and Awareness</b>		
<b>ACTIVITIES</b>	<b>POPULATION SERVED</b>	<b>COMMENTS</b>
<ul style="list-style-type: none"> <li>• Monroe and Pocahontas SPOKES classes resumed March 3, 2014; resumed regular visitations.</li> <li>• Working with Beverly Ballengee, DHHR Caseworker Supervisor on date/time to facilitate workshop for unit workers on job search strategies.</li> <li>• 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.</li> <li>• Continue regularly scheduled communications with caseworkers, Debbie Walton and Aimee Coots, regarding status of SPOKES students in Pocahontas and Monroe Counties.</li> <li>• 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.</li> <li>• Forwarded employer contact/student status information to appropriate DHHR office caseworkers.</li> <li>• Continue employer visits throughout Greenbrier, Monroe and Pocahontas Counties on behalf of the SPOKES students in an effort to solicit potential job leads for the students and spread awareness of SPOKES candidates.</li> <li>• Continue preparing monthly CDC reports and supplemental report information; forward to Christina Harper, appropriate DHHR caseworker and SPOKES instructor each month.</li> <li>• Continue to copy Shawn Cook on correspondence, along with DHHR representatives.</li> </ul>	<p>Monroe and Pocahontas Co</p> <p>Greenbrier Co SPOKES</p> <p>Greenbrier Co SPOKES</p> <p>Monroe and Pocahontas Co SPOKES</p> <p>Business and industry throughout Greenbrier, Monroe and Pocahontas Co</p>	<p>Monroe and Pocahontas Co SPOKES resumed March 3, 2014</p>

RESA-I STATUS REPORT	
<b>PROGRAM:</b>	West Virginia Workplace Education Program – Statewide (75%)
<b>DATE:</b>	April 2014
<b>STAFF:</b>	Tina White
<b>FUNDING SOURCE:</b>	State & Federal

AREA: Collaboration; Training/Education Projects and Initiatives; and Program Awareness		
ACTIVITIES	POPULATION SERVED	COMMENTS
<ul style="list-style-type: none"> <li>• <b>Bureau of Prisons (BOP)/Federal Correctional Institution (FCI) Ex-Offender Task Force</b> – Continue participation with quarterly BOP’s Southern WV Ex-Offender Task Force at the Beckley and McDowell FCIs. Next task Force meeting is scheduled for June at FCI Beckley.</li> <li>• <b>Bureau of Prisons (BOP)/Federal Correctional Institution (FCI) Bring Your A Game Training</b> – Coordinating/Delivering <i>Bring Your A Game</i> classes for upcoming parolees at FPC Alderson, and FCIs Beckley and Welch.</li> <li>• <b>Brake Supply Company (BSC) Downard, LLC, Princeton, WV</b> – Continuing follow-up training with entire plant staff; continuing follow-up supervisor survival and leadership training with supervisors.</li> <li>• <b>Brake Supply Company, Inc., Beaver, WV</b> – Continuing follow-up training with entire plant staff; continuing follow-up supervisor survival and leadership training with supervisors</li> <li>• <b>A C &amp; S, Inc., Nitro, WV</b> – Continuing monthly supervisor survival and leadership training with supervisors.</li> <li>• <b>U. S. Well Services, Inc., Jane Lew, WV</b> – Continuing monthly supervisor survival and leadership training with supervisors.</li> <li>• <b>UTC Aerospace (previously Goodrich), Union, WV</b> – Continue meetings with HR director to develop/arrange staff training; delivering training as approved and appropriate.</li> <li>• <b>Regional Education Service Agency (RESA) 8</b> – Preparing for facilitating training for Professional Administrative Training on Friday, April 25, 2014 in Moorefield.</li> <li>• <b>Region 1 Workforce Investment Board/Workforce Center staff</b> – Preparing for facilitating training for Region 1 Workforce WV Center staff on Friday, May 16, 2014.</li> <li>• <b>The Connections Program</b> – Attended The Connections Program meeting; discussed summer youth training opportunities and distributed fliers for collecting new and used prom and formal dresses for the youth in high schools across the 11 county region.</li> <li>• <b>Experience Works “Participate Assistant”</b> – Met with new Experience Works rep and discussed training opportunities for individuals enrolled in their Participate Assistant program.</li> <li>• <b>Mercer County Workforce WV Career Center Partner Meeting</b> – Attend monthly Career Center Partner Meetings.</li> <li>• <b>Mercer County Annual Career Fair</b> – Assisted and attended the Annual Mercer County Annual Career Fair held at the Bluefield Recreation and Youth Auditorium on Wednesday, April 16.</li> <li>• <b>Pocahontas Co/Snowshoe Career Center Partner Meeting</b> – Attended</li> </ul>	<p>Ex-offenders preparing for parole.</p> <p>Business and industry, and their incumbent workers throughout the State.</p>	

<p>Pocahontas County/Snowshoe Career Center Partner Meeting on Wednesday, April 2.</p> <ul style="list-style-type: none"> <li>• <b>Pocahontas County Memorial Hospital</b> – Coordinating training/meeting with Ms. Lay to deliver Bring Your A Game to Work curriculum.</li> <li>• <b>K.I.S.R.A. “Getting the Job You Really Want” classes</b> – Attending KISRA training classes in Princeton.</li> <li>• <b>New River Advanced Technology Center (NRATC), Ghent, WV</b> – Continuing initiatives in collaboration with 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.</li> <li>• <b>New River Community and Technical College (NRCTC), Beckley, WV</b> – Continuing training initiatives in collaboration with NRCTC.</li> <li>• <b>The Greenbrier, White Sulphur Springs, WV</b> – Continue coordination of pre-employment training for The Greenbrier.</li> <li>• <b>Snowshoe Career Center</b> – Continuing basic computer classes and <i>Bring Your A Game</i> workshops at the Snowshoe Career Center.</li> <li>• <b>AEMIS</b> – Continue AEMIS data-entry for Workplace Education Program participants.</li> <li>• <b>Invoicing</b> – Initiate invoicing for business and industry for services rendered.</li> <li>• <b>FY2015 Budget</b> – Prepared FY2015 Workplace Education Program (75%) budget for review and approval.</li> </ul>		
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