

RESA-I STATUS REPORT	
PROGRAM:	Adult Basic Education & SPOKES
DATE:	July 2014
STAFF:	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
FUNDING SOURCE:	State & Federal

AREA: HSE Exam		
ACTIVITIES	POPULATION SERVED	COMMENTS
<ul style="list-style-type: none"> • Verified diploma obtainment for examinees. • Worked with instructors to update examinee records. • Verified, coded and processed timesheets for examiners. • 	Braxton, Greenbrier, Mercer, Nicholas, Raleigh, Summers, Webster Counties	

AREA: ABE Coordination		
ACTIVITIES	POPULATION SERVED	COMMENT S
Program visits <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. • Continued to mentor with SCC instructor • NRCTC work groups met twice to review needs for fall semester • Facilitated math workshops. Utilized savings from negotiated purchase of common core materials to purchase math kits. • Supported and attended Summers graduation • Attended state TECH-ED conference • Worked with AEC's to develop fall kick-off 	Raleigh/Greenbrier McDowell/Monroe Nicholas/Summers Wyoming	
AEMIS REVIEWS & Data Quality Audits:	Braxton ABE Fayette Spokes	

Program Visits	Outcomes
Braxton ABE 7.15	Data Quality Audit/delivered instructional resources
Fayette ABE 7.16	Delivered instructional resources
Greenbrier ABE 7.18	Delivered instructional resources; both locations
Mercer ABE 7.14	Delivered instructional resources/observed classroom
Southern Regional Jail 7.21	Delivered instructional resources
Stevens Correctional Center 7.11	Worked with instructor on professional development requirements
Summers ABE	Supported and attended graduation Delivered instructional resources
Summers Lamp 7.12	Strategic planning for NRCTC initiative
Webster ABE & Spokes 7.11/12/23/31	Preparation for program move to new location

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. • Continued to conduct employee observations and verify annual goals per evaluation policy. • Prepared class site and moved Webster Spokes program. • contracted with two new subs. 		
<p>Braxton: Sandra Adkins/Joy Walker and Tiffanie O'Brien</p> <ul style="list-style-type: none"> • Presented MATH1 and Investigating Math at RESA 6 - July 9 • Presented MATH1 and Investigating Math at RESA 1 - July 11 • Attended WVABE TIS Meeting - Charleston - July 23 & 24 • Attended WVABE Peer Trainers Meeting - Charleston - July 25 		
<p>Fayette: Shelia Radfor & Tiffanie O'Brien Tiffanie O' Brien: (see Raleigh)</p> <ul style="list-style-type: none"> • 5 – Customer Service, Level 1 • 1 – GCF Certificate • 2 – MOS Certifications • 24 – FEMA Certifications • 5 – WV Welcome Certifications • Sub shadowing with Shannon Bailey on July 1 • Attended Math Workshop Training 		
<p>Greenbrier: Teresa Godwin</p> <ul style="list-style-type: none"> • Two Customer Service 1 Certificates • One Customer Service 1 Certificate • Four Nutrition class sessions with Elizabeth Reynolds • Administered the TABE with two for Work Force West Virginia 		
<p>McDowell: Jared Cantrell & Joy Walker</p> <ul style="list-style-type: none"> • Mr. Freeland and Mr. Rice conducted CPR/First Aid class for 12 students on July 24th. • Three students took the TASC exam on July 30th. • Met with and discussed local SPOKES program with Debi Conrad on July 28th. 		
<p>Monroe County-Ted Davis & Tina White</p> <ul style="list-style-type: none"> • Program on hiatus 		
<p>Nicholas: Susan Leggett & Tiffanie O'Brien</p> <ul style="list-style-type: none"> • 4 students completed Customer Service Part I • 1 student received Gold Career Readiness • 1 student received Silver Career Readiness • 3 received GCF Word 2010 • 3 received GCF PowerPoint 2010 • 1 IC3 Certified • 1 WV Welcome • 1 obtained employment • July 18 - Math classes making cookies in a jar using fractions (picture attached) 		

July 28 & 30 - Canning class presented by Lauren Weatherford WVU Extension (pictures attached) July 30 - WorkKeys assessment		
Pocahontas: Vanessa Clay • Program on hiatus		
Raleigh: Helena Ellis & Tiffanie OBrien Tiffanie O'Brien • July 9- Shannon Bailey-shadowing as sub • July 11- Math Work Shop at RESA • July 16- Edith Hunter-shadowing as sub • July 21- Office 365 training at RES		
Summers: Carmella Browning, Evelyn Phillips & Joy Walker • Graduation Ceremony held on July 21 for all students that passed HS Eequivalency Test • Work Keys Testing on 7/2/14 • 2 students started work • 2 students passed Customer Service Part 1 & 2 • 1 student passed IC3 Computing Fundamentals and Living Online		
Webster: Melanie Hayslette •		
Wyoming (Denise Ballard & Joy Walker) • 2 students received CPR and First Aid certification • 2 students obtained employment • 1 student earned IC3 GS4 certification for Key Applications-Living Online-Computing Fundamentals • 1 student earned Microsoft Office Specialist Certification • 1 student earned Microsoft Office 2010 Word Expert • 2 students earned Customer Service • 1 student earned Living Online Certificate • 1 student earned Computing Fundamental • 1 student earned certificate in Microsoft Word (GCF) • 1 student earned certificate in Microsoft Access (GCF) • 1 student earned a WV Welcome certificate • Workshop scheduled with One Voice cancelled due to low enrollment		

AREA: RESA		
ACTIVITIES	POPULATION SERVED	COMMENTS
Attended staff meeting		
Attended health care workshop		
Attended Office 365 raining		

RESA-I STATUS REPORT	
PROGRAM:	MEDICAID
DATE:	July 31, 2014
STAFF:	JAMIE BAILEY
FUNDING SOURCE:	STATE & LOCAL

AREA: MEDICAID BILLING		
ACTIVITIES	POPULATION SERVED	COMMENTS
<i>Billed Medicaid</i>	McDowell Mercer Monroe Raleigh Summers Wyoming	18,869.91 34,213.21 31,142.99 195,187.82 274,987.42

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

AREA: Medicaid/Special Education		
ACTIVITIES	POPULATION SERVED	COMMENTS
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
Meetings/Training	All Counties	Met with Shelly Prince, Raleigh County.

RESA-I STATUS REPORT	
PROGRAM:	PUBLIC SERVICE TRAINING
DATE:	JULY 1 - 31, 2014
STAFF:	RICK RICE/SANDY HAWLEY
FUNDING SOURCE:	STATE

AREA:	FIRE CLASSES STARTED	
ACTIVITIES	POPULATION SERVED	COMMENTS
Firefighter 1	Nicholas	Craigsville Fire department
Firefighter 1	Raleigh	Sophia City Fire Department
Hazardous Materials Operations	Nicholas	Craigsville Fire Department
Hazardous Materials Operations	Raleigh	Sophia City Fire Department
Firefighter 1	Monroe	FCI/Alderson
Hazardous Materials Operations	Monroe	FCI/Alderson
Haz Mat Awareness	Braxton	Weyerhauser
Haz Mat Awareness	Mercer	Matoaka FD
Firefighter I	Mercer	Matoaka FD

AREA:	FIRE CLASSES COMPLETED	
ACTIVITIES	POPULATION SERVED	COMMENTS

AREA:	EMS CLASSES STARTED	
ACTIVITIES	POPULATION SERVED	COMMENTS
CPR	Nicholas	Craigsville Fire department
CPR	Raleigh	Rock & Coal Construction
CPR	Raleigh	Sophia City Fire Department
First Aid	Nicholas	Craigsville Fire Department
First Aid	Raleigh	Sophia City Fire Department
CPR	Monroe	FCI/Alderson
First Aid	Monroe	FCI/Alderson
MCI	Braxton	Weyerhauser
CPR	Mercer	Matoaka FD
FIRST AID	Mercer	Matoaka FD
EMTM 8 hr Recert	Raleigh	Marfork Coal
EMTM 8 hr REcert	Raleigh	MSHA

AREA:	EMS CLASSES COMPLETED	
ACTIVITIES	POPULATION SERVED	COMMENTS
CPR	Mcdowell	McDowell Co-Spokes (6)
First Aid	Mcdowell	McDowell Co-Spokes (6)
CPR	Wyoming	Wyoming Co- Spokes (2)
First Aid	Wyoming	Wyoming Co- Spokes (2)

AREA:	OTHER	
ACTIVITIES	POPULATION SERVED	COMMENTS

AREA:	SCHOOL IN SERVICE	
ACTIVITIES	POPULATION SERVED	COMMENTS

AREA:	MEETINGS	
ACTIVITIES	POPULATION SERVED	COMMENTS
Public Service Training Meeting Wheeling July 8 – 9, 2014	RESA 1 & 4	Public Service Training Up-Dates

RESA-I STATUS REPORT	
PROGRAM:	Programs Development
DATE:	July 1-31, 2014
STAFF:	Drexel Sammons
FUNDING SOURCE:	State & Federal

AREA: RESA 1 Activities		
ACTIVITIES	POPULATION SERVED	COMMENTS
7/01/2014 – Facilitated with WVDE the Kindergarten “Train the Trainer” PD.	Specific kindergarten teachers within the RESA1 area	The training was well received by the teachers.
7/07-08/2014 – Attended the Carnegie Math Academy in Orlando, FL	Priority & focus schools in RESA 1	The meeting was productive in seeing how the Carnegie Math aligns with Smarter Balanced assessment and Next Gen Common Core Standards.
7/11/2014 – Facilitated with WVDE by offering PD on Office 365.	Staff from the RESA 1 area	The training was well attended and provided excellent training on the new Office 365 format.
7/12/2014 – Completed the final report for the WVDE.	RESA 1	Provided a detailed report on Professional Development training sessions from April 1, 2014 through June 30, 2014.
7/21/2014 – Facilitated with WVDE by offering PD on Office 365.	Staff from the RESA 1 area	The training was well attended and provided excellent training on the new Office 365 format.
7/22/2014 – Facilitated with WVDE, the PD on upcoming information for the school year.	Administrators and central office personnel from all RESA 1 counties.	The training provide updates on school performance, educator evaluation system, Bright Bytes, and roster verification overview, school grading system, and educational impact.
7/23/2014 – Received a BAF grant (\$7,000) for STEMs activities centering on an integrated arts program.	Raleigh County Schools	The grant will provide creative movement activities with 3 elementary school in Raleigh County (primary grades)
7/24-25/2014 – Provided two days of training for Substitute Teachers (Policy 5202).	55 RESA 1 substitute teachers from all counties in RESA 1	The trainings were well received and well attended. Teachers were attentive, asked great questions, and were very engaged during the training. Most of the participants were new to the substitute teaching training.
7/28/2014 – Interviews applicants for the Curriculum Specialist position.	Over 15 people applied for this position.	The interviews went very well. There was a strong applicant pool to choose from for this important position.
7/29/2014 – Conducted our annual Leadership Forum for our administrators and central office personnel.	88 administrators from all counties in RESA 1	The PD was very well received. Topics included Updates on Legal Issues, Common Sense Media, Public Broadcasting System, and Robotics Presentation.

ACTIVITIES	POPULATION SERVED	COMMENTS
7/16/2014 – Met with Vickie Webb to review updates and plans for the afterschool program.	Students from Beckley-Stratton Middle School	Ms. Webb and I reviewed issues related to closing of the Afterschool Program.

AREA: MSP Grant		
ACTIVITIES	POPULATION SERVED	COMMENTS
7/5/2014 – Met with Debbie Cantley, MSP Math Coordinator, to discuss the upcoming events for the new school year.	25 teachers throughout RESA 1	We looked at the new contract and discussed providing the 4 classes need to complete the certification program for credentials as a math coach.
7/18/2014 – Provided the Math Roundup PD for our MSP participants	25 teachers throughout RESA 1	The Roundup was very successful. It showed the importance of having discussions with our students as we teach every aspect of mathematics and using real world problems on a daily basis that showcases the importance of mathematics.

AREA: Focus & Priority Schools		
ACTIVITIES	POPULATION SERVED	COMMENTS
7/30/2014 – RESA 1 Focus school team met briefly to discuss the upcoming school year.	Students & staff from the focus schools	A brainstorming activity was initiated to see how best we can help our schools as we begin a new school year.

AREA: Curriculum Planning		
ACTIVITIES	POPULATION SERVED	COMMENTS
7/14/2014 – Facilitated 3 academies for teachers throughout the week: Benedum Math Academy for Elementary School Teachers (Grades 3-5); Benedum Math Academy for Middle/High School Teachers (Grades 6- 9); and ITQ Academy.	All counties in RESA 1	The trainings were successful. All teachers were engaged and worked hard during the 3 to 5 days of training.
7/18/2014 – Held a PD session titled “Math Roundup” with math teachers.	Math teachers from the RESA 1 counties.	The Roundup went very well. We had speakers who emphasized the importance of using “higher order thinking” skills and project based learning in teaching mathematics.

RESA-1 STATUS REPORT	
PROGRAM:	WVEIS
DATE:	07/30/2014
STAFF:	Deena Tyree, Susan 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 Custom Transcripts & Mailing Labels for various high 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.

AREA: WVEIS		
ACTIVITIES	POPULATION SERVED	COMMENTS
Set up New Users as requested. Set up 2014-2015 Assignments for all users.	Mercer	Reset passwords as requested and assisted users as needed. Assisted schools with FY15 Student Scheduling.
Set up New Users as requested. Set up 2014-2015 Assignments for all users.	Monroe	Reset passwords as requested and assisted users as needed. Assisted schools with FY15 Student Scheduling.
Set up New Users as requested. Set up 2014-2015 Assignments for all users.	McDowell	Reset passwords as requested and assisted users as needed. Assisted Middle Schools & High Schools with FY15 Student Scheduling.
Set up New Users as requested. Set up 2014-2015 Assignments for all users.	Raleigh	Reset passwords as requested and assisted users as needed. Assisted schools with FY15 Student Scheduling.
Set up New Users as requested. Set up 2014-2015 Assignments for all users.	Summers	Reset passwords as requested and assisted users as needed. Assisted schools with FY15 Student Scheduling.
Set up New Users as requested. Set up 2014-2015 Assignments for all users.	Wyoming	Reset passwords as requested and assisted users as needed. Assisted schools with FY15 Student Scheduling.

RESA-I STATUS REPORT	
PROGRAM:	Assessment
DATE:	July 2014
STAFF:	Samuel Smith
FUNDING SOURCE:	TANF

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 12 counties.	DHHR Clients, WV Works Dept., SPOKES students	
Administered WorkKeys Assessment in 6 counties.	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:	Adolescent Health Initiative
DATE:	July 2014
STAFF:	Selina Vickers, Adolescent Health Initiative Coordinator
FUNDING SOURCE:	Office of Maternal Child and Family Health

AREA:	Education and Awareness	
ACTIVITIES	POPULATION SERVED	COMMENTS
Camp Segun	Raleigh	Camp Segun is a day camp for girls ages 5 through 18. The purpose of the camp is to build strong girls mentally and physically. One aspect of this camp involved healthy eating and encouraging eating 5 fruits and/or vegetables daily. Youth and their supervising unit leaders were offered the opportunity to learn about healthy foods and try various food items, some for the first time. Opportunities were also given to parents, guardians and siblings to try each food daily. This aspect of the camp was over a 4 day period. (125+ participants)
Faces of Leadership	RESA 1	Conference focusing on leadership with volunteers.

Other:

RESA-I STATUS REPORT	
PROGRAM:	Special Education
DATE:	July 2014
STAFF:	Robert G. Bartlett
FUNDING SOURCE:	Federal and State

AREA: Education and Awareness		
ACTIVITIES	POPULATION SERVED	COMMENTS
Substitute Teacher Training- Special Education Overview	All RESA 1 Counties	Presented special education overview for substitute teacher training.

AREA: Leadership and Collaboration		
ACTIVITIES	POPULATION SERVED	COMMENTS
State RESA Special Education Directors Monthly Meeting	All RESA 1 Counties	Discussed: Compliance Preparation Tool, PBIS Academy, WV Policy 2419 Review/Eligibility Determination Meetings, SSIP Stakeholders Meeting, District Monitoring Review
Office of Special Programs Monthly Meeting	All RESA 1 Counties	Discussed: WV Determination, State PD Plan, Compliance Monitoring, Results Monitoring, Indicators, ESEA Flexibility, State Performance Plan, Indicator 17-SSIP
PBIS Workshop- Mount View High/Middle- McDowell	Mount View High/Middle Staff	Participated in PBIS Planning workshop for 2014-2015 school year kick-off and implementation.

AREA: Leadership and Collaboration		
ACTIVITIES	POPULATION SERVED	COMMENTS
RESA 1 Special Education Directors Meeting	All RESA 1 Counties	Discussed: RESA 1 Trainings (on website), CPI Trainings, County Needs for 14-15 school year, PBIS Academy, IEP sign-off form, Fall leadership conference, WVACEEC presentations, Fall Pre-K conference, WVCASE and CEC State Conferences, WV Policy 2419 Review/Eligibility Training, Departing/Incoming Directors
Support for Personalized Learning (SPI) Academy	All RESA 1 Counties	Attended SPI Academy to become a district trainer for RESA 1 counties.
New River Community and Technical College Advisory Board	All RESA 1 Counties	Attended scheduled advisory board meeting for educational programming at New River.

AREA: Leadership and Collaboration		
ACTIVITIES	POPULATION SERVED	COMMENTS
RESA 1 Leadership Forum	All RESA 1 Counties	Attended RESA 1 Leadership Forum
Student Success Summit	All RESA 1 Counties	Attended Student Success Summit to gain information relating to innovative programs and opportunities for educators and students of West Virginia.

RESA-I STATUS REPORT	
PROGRAM:	WV ABE Technology Coordination
DATE:	July, 2014
STAFF:	Louise Miller
FUNDING SOURCE:	State and Federal

AREA: Adult Education Management Information System (AEMIS)		
ACTIVITIES	POPULATION SERVED	COMMENTS
<i>Continued development of “Adult Basic Education Management Information System (AEMIS)”</i> 1. General maintenance of error messages 2. Review PY’15 Programming Updates	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. Reset Passwords 4. Activate User Profiles	WV Adult Basic Education (ABE) Instructors / Administrators Statewide	

AREA: Professional Development Provided		
ACTIVITIES	POPULATION SERVED	COMMENTS
Email Training	Summers County ABE	July 28, 2014
WVABE PEER Meeting	WVABE Statewide	July 24, 2014
WVABE TIS Meeting	WVABE Statewide	July 23, 2014

AREA: Professional Development Attended		
ACTIVITIES	POPULATION SERVED	COMMENTS
NRS Training	WVABE Statewide	Washington, DC; July 8-10, 2014
WV State Technology Conference	WVABE Statewide	Morgantown, WV; July 14-17, 2014
Student Success Summit	WVABE Statewide	Morgantown, WV; July 30-31, 2014

AREA: Misc.		
ACTIVITIES	POPULATION SERVED	COMMENTS
RESA 3	WVABE Statewide	Delivered iPads for preparation of WVABE TIS Meeting
Data Quality Audit / Program Improvement Visit	Mercer County	July 3, 2014

RESA-I STATUS REPORT	
PROGRAM:	Technology Services
DATE:	July, 2014
STAFF:	Shane Radford
FUNDING SOURCE:	State and Local

AREA: Repair and Installation Services - Individual technician reports for 20 field technicians		
ACTIVITIES	POPULATION SERVED	COMMENTS
Kevin Anglin	McDowell County	From July 1 through July 11 I worked on updating the firmware of new servers, installed the Windows server 2008 OS and all the updates and device drivers of the servers. I then delivered and installed the servers into the network racks of the schools. In some cases this involved dismantling the network racks in order to make room for the servers. From July 14 through July 18 I attended the training sessions for Windows Server 2008.
Jeremy Ball	Summers County	The month of July has been a 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 windows update, software updates and access controls settings. I have also been performing regular maintenance on equipment and servers. At Summers Middle Schools, I responded to work orders that include windows update, software updates and access controls settings. I have also been performing regular maintenance on equipment and servers. I have also been working with Pomeroy to get the new smart projectors installed. Hinton Area Elementary School, I responded to work orders that include windows update, software updates and access controls settings. I have also been performing regular maintenance on equipment and server. I have also been work getting a new lab installed and setup. At Jumping Branch Elementary, I responded to work orders that include windows update, software updates and access controls settings. I have also been performing regular maintenance on equipment and server. At Talcott Elementary School, I responded to work orders that include windows update, software updates and access controls settings. I have also been performing regular maintenance on equipment and server. At Summers

		<p>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 updating email account to Office 365, new anti-virus installed and converting all the computers at the BOE to windows 7. I have also been performing regular maintenance on equipment and server. I have been working with vendors to get a new server setup for the Board Office.</p>
Ryan Blankenship	McDowell County	<p>During the month of July we reworked the wiring closet at Fall River Elementary in order to install a new server. I also attended a class called Configuring, Managing and Maintaining Windows Server 2008-based Servers.</p>
Daniel Cook	Raleigh County	<p>I imaged all labs at Ghent Elementary School to update them to Windows 7 and current software versions. Installed network hardware (switch and wireless access points) and configured in order to provide network access to new trailers at Shady Spring High School. Completed work on installing new phone system at Shady Spring Middle School including running network cables, installing face plates for the phone system, installing Nortel BCM, installing 50 pair phone cable and punching down cables for the new phone system. Installed new Food Service Point of Service workstations at all 4 schools within my region.</p>
Vince Estepp	McDowell County	<p>Completed delivery of new servers to be installed and a week of vacation and a week of Microsoft class.</p>
Benjamin Hazelwood	Raleigh County	<p>New hire/part time no report</p>
William Meador	Raleigh County	<p>For the month of July I have continued to prepare Raleigh County computers for next year via repair and any necessary updates.</p>
Walter Newcomb	McDowell County	<p>During the Thirty days since my last report the McDowell County Schools system hasn't encountered any significant issues. I only have a small amount of information to report for July. I supervised the removal and repair of sub-standard work by the State Contractor at River High School. This consisted of removal, relocation, and proper reinstallation of the A/V cabling system in the RVHS Auditorium. Also, thanks to the McDowell County Schools System, my colleagues and I were able to attend the first of several week long PD opportunities that will be</p>

		<p>offered as our schedules permit. These classes are preparing us for our next critical endeavor, upgrading the entirety of the infrastructure here in McDowell County. I will be reporting on that topic in more detail in the coming months.</p>
Lucy Pack	Mercer County	<p>I have been working on upgrading some of the High Schools labs to Microsoft Office 2013 and also adding the VM View client to many of the labs computers so we can have training during August for Windows 8.1, Office 365, and some other programs for the teachers and staff.</p>
Nathanial Perry	Raleigh County	New hire/part time no report
Joshua Prudich	Mercer County	No Report
Justin Prudich	Mercer County	<p>I have assisted Josh with replacing the old model 35 Smartboard projectors. We have been doing this over the last couple of weeks replacing close to 75. I have also reimaged a few machines in preparation of school starting soon. We have also been given the key to Windows 8 and I have installed it on my computer.</p>
Aaron Reed	Mercer County	<p>Since my previous status report, I have continued working with Windows Deployment Services, and have begun using it at Princeton Middle to deploy Windows 8.1 and Windows 7 to lab computers. I have also been readying the VMware servers for the new school year, including upgrading the virtual machines to Windows 8.1. This required upgrading the entire VMware system at both BOE and PVMS datacenters.</p>
Anthony Sever	Raleigh County	<p>The month of July has been mostly concerned with installing / replacing old camera systems at various locations in the county. Also I have been doing repairs and maintenance on security systems at various locations. I have also just recently completed a change in the Point of Sale computers at Independence Middle School and Coal City Elementary.</p>
Burl Smith	Monroe County	<p>This reporting period contained activity for the Monroe County Board of Education server room to replace the APC uninterrupted power system that supports the associated servers. This activity was successfully completed with minimal downtime by intentional scheduled during BOE Staff Member lunch period. Action was also taken, per direction of</p>

		the Monroe County Technical Director, on the physical relocation of a 30 workstations (Lenovo All-In-One) lab with Mountain View Elementary/Middle. All inclusive lab setup and connectivity was accomplished with every unit tested and operational. In addition, a network evaluation was performed on the PMS server suite.
Daniel Via	Raleigh County	I upgraded to Windows 7 and updated a total of 30 desktops and 256 laptops. I was also able to cable and install 6 new surveillance cameras at the central office. In addition, three new network drops and one TV drop installed. Eight SMART projectors were warranted and replaced.
John Watson	Mercer County	During this month I have worked to setup a WSUS server to facilitate fast, low bandwidth updates. I have been working with stakeholders to determine rollout strategies for Windows 8.1 and Office 2013. A Virtual Classroom training for Server 2008 OS opportunity was presented to me this month as well.
Tyler Webb	Raleigh County	My primary responsibility has been to inventory and reset all iPads at Liberty High, Trap Hill Middle, Marsh Fork Elem, Clear Fork Elem and Lester Elem. I have also been working on a summer project that includes going to each network drop in the above schools to tone and label each drop. I am currently still working on this project and should have it completed by the start of school.
Joel Weiss	Mercer County	I installed new cable at Oakvale Elementary School for the security cameras. I have been replacing battery backups for the door controllers at various schools. I have been working with the Office 365 software and installing it on some Administrator machines.
James Wilson	Raleigh County	July projects are moving along fairly well. We are currently mapping and setting up a topology with the data. The plan is to only patch in the necessary drops for each room and consolidate network hardware. I plan to keep the consolidated hardware available for my sites in the event of a failure. After the networking project I will resume lab imaging.

AREA: Training		
ACTIVITIES	POPULATION SERVED	COMMENTS
IT Associate Training	RESA 1 service area	6 RESA IT associates attended virtual Server 2008 training for 5 days.
IT Associate Training	RESA 1 service area	Two separate Office 365 trainings were made available for RESA Technicians at the RESA 1 office.

AREA: Infrastructure support		
ACTIVITIES	POPULATION SERVED	COMMENTS
Error Monitoring	Raleigh County	Monitored router at Beckley Stratton Junior High for errors.
Router configuration updates	Wyoming County	Added statements to access control lists in all Wyoming County routers to allow POP traffic for the new Office 365.
Wireless configuration	Summers County	Configured Board Office router to support wireless access points to be controlled by a remote wireless controller.

AREA: Personnel		
ACTIVITIES	POPULATION SERVED	COMMENTS
Position postings	Raleigh County	Candidate interviews were conducted and two successful candidates were selected.
Position postings	Raleigh County	Applications were accepted and screened. Candidate interviews to be scheduled in the near future.
Training	RESA 1 service area	Trainings conducted for new personnel.
Improvement Plan	RESA 1 service area	An improvement plan was created for an underperforming technician.

AREA: Special Projects and Activities		
ACTIVITIES	POPULATION SERVED	COMMENTS
TASC Testing	RESA 1 ABE service area	Reinstalled TASC testing software on a lab that has been updated and reimaged. Also performed maintenance on another ABE testing readiness lab.
RESA Office Support	RESA 1 Office	Provided technical support as needed for all staff and trainings at the RESA 1
SPOKES/ABE Support	RESA 1 SPOKES/ABE service area	Provided all levels of technical support for Adult Basic Education and SPOKES classes as needed.
End of year reports	RESA 1 service area	Retrieved reports showing all work orders completed by RESA 1 technology staff for FY 2013-2014
Computer lab network installs	Summers and Monroe County	Installed network wiring for 31 lab devices at Hinton Area Elementary. Added additional network wiring to expand a computer lab at Monroe County Technical Center. Installed additional network switches at both sites.

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

AREA: Collaboration, Education and Awareness		
ACTIVITIES	POPULATION SERVED	COMMENTS
<ul style="list-style-type: none"> Working with Beverly Ballengee, DHHR Caseworker Supervisor on date/time to facilitate workshop for unit workers on job search strategies. 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 Aimee Coots, regarding status of SPOKES students in Pocahontas and Monroe Counties. Continue regular meetings/visits to the Greenbrier 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 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, appropriate DHHR caseworker and SPOKES instructor each month. Continue to copy Shawn Cook on correspondence, along with DHHR representatives. 	<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 will resume September 2014</p>

<p>Continuing training initiatives in collaboration with NRCTC.</p> <ul style="list-style-type: none"> • The Greenbrier, White Sulphur Springs, WV – Continue coordination of pre-employment training for The Greenbrier. • Snowshoe Career Center – Continuing basic computer classes and <i>Bring Your A Game</i> workshops at the Snowshoe Career Center. • AEMIS – Continue AEMIS data-entry for Workplace Education Program participants. • Invoicing – Initiate invoicing for business and industry for services rendered. 		
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