

RESA-I STATUS REPORT	
PROGRAM:	WV ABE Technology Coordination
DATE:	May, 2014
STAFF:	Louise Miller
FUNDING SOURCE:	State and 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. Updated programming of:</p> <p> a. DMR</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. Program Improvement</p> <p>2. Misc. Calls / E-mails</p> <p>3. Updated Grantee Information</p>	WV Adult Basic Education (ABE) Instructors / Administrators Statewide	

AREA: Professional Development Provided		
ACTIVITIES	POPULATION SERVED	COMMENTS
Fayette County AEMIS Technical Assistance	Fayette County ABE	May 9 & 21, 2014 OVAE Visit
Mercer County AEMIS Technical Assistance	Mercer County ABE	May 12 & 21, 2014 OVAE Visit

AREA: Misc.		
ACTIVITIES	POPULATION SERVED	COMMENTS
MIS Demo	WVABE	May 2, 2014 WVDOE
OVAE Visit	WVABE	May 19-20 & 22-23, 2014 WVDOE May 21, 2014 Fayette & Mercer County

RESA-I STATUS REPORT	
PROGRAM:	Adult Basic Education & SPOKES
DATE:	May 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. • Continued to work with Nichols and Wyoming County to assist them in implementing testing. • Attended TASC training webinar. 	Braxton, Greenbrier, Mercer, Nicholas, Raleigh, Summers, Webster Counties	Tested ytd 645

AREA: ABE Coordination		
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. • Assisted with Raleigh and Mercer ABE graduation ceremonies. • Assisted with preparation for OVAE monitoring and participated in interview process. <p>AEMIS REVIEWS: Programs All Spokes Braxton ABE Stevens CC Webster ABE</p>	Raleigh/Greenbrier McDowell/Monroe Nicholas/Summers Wyoming	

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. 		

<ul style="list-style-type: none"> Continued to conduct employee observations and verify annual goals per evaluation policy. Met and contracted with two new subs. 		
<p>Braxton: Sandra Adkins/Joy Walker and Tiffanie O'Brien</p> <ul style="list-style-type: none"> 5 completed "How Not to Marry a Jerk/Jerkette" by Ami Cook, WVU Extension Agent 6 completed "Stewards of Children" Sexual Abuse Training by Ami Cook, WVU Extension Agent Completed TASC Webinar on Self-Registration Worked on presentation materials for 2014 Teacher Academy Began WV Learns Course - Google Apps for Educators 		
<p>Fayette: Shelia Radfor & Tiffanie O'Brien</p> <ul style="list-style-type: none"> 3 presentations from Lauren Weatherford (WVU Extension): Developmental Play, Scream Free Parenting and Healthy Families Eat Together Hosted Farmer's Market Focus Research Group for SNAP recipients (through WVU Extension) Staci Green from New River met with students at my location to talk about applying for college 4 – Employed 4 – Customer Service, Level 1 4 – Customer Service, Level 2 1 – IC3 Certification 1 – Living Online Achievement Credential 1 – Key Applications Achievement Credential 1 – Computing Fundamentals Achievement Credential 92 – FEMA Certifications 3 – WV Welcome Certifications Shadowing for 2 subs (Vanessa Thompson and Sara Clay) Assisted one student with college application <ul style="list-style-type: none"> 2 students completed accuplacer testing with New River <p>Tiffanie O' Brien: (see Raleigh)</p>		
<p>Greenbrier: Teresa Godwin</p>		
<p>McDowell: Jared Cantrell & Joy Walker</p>		
<p>Monroe County-Ted Davis & Tina White</p>		
<p>Nicholas: Susan Leggett & Tiffanie O'Brien</p> <ul style="list-style-type: none"> May 19th - Lauren with WVU Extension Scream Free Relationships 3 students completed Customer Service Part I 2 students completed Customer Service Part II 2 completed GCF Word 2010 1 completed GCF Excel 2010 1 completed GCF Powerpoint 210 1 certified in IC3 Key Applications 1 IC3 Certified 6 obtained employment 		
<p>Pocahontas: Vanessa Clay</p> <ul style="list-style-type: none"> WorkKeys testing was May 6th. 1 Gold, 1 Silver and 1 Bronze certificate earned. TIS training - ongoing (Action Research project, Blended Delivery project & Podcasting lesson plan completed this month). 		

<p>Raleigh: Helena Ellis & Tiffanie OBrien</p> <ul style="list-style-type: none"> • May 1 ABE Graduation-Helena-participated in program • May 1 Substitute instructor shadowing- Sarah Clay • Terrill Peck, WV Extension Services-Presentation-Don't Marry a Jerk or Jerkette • May 7 Gene Withrow- EOE • May 8 Substitute instructor shadowing- Vanessa Thompson • May 9 Webinar- Helena-TASC Examinee-Self Registration • Terrill Peck-WV Extension Services-Presentation-Love Languages • May 16 NRCTC-Presentation • Terrill Peck, WV Extension Services-Presentation-Money Habitudes • WorkKeys Assessment-Sam Smith • Donald Reed, 4-H Youth Development Extension Agent, Smoking Cessation presentation • Passed TASC-2 • Customer Service Certification -2 • W V Welcome- Certificate-1 • Employed-2 <p>Tiffanie O'Brien</p> <ul style="list-style-type: none"> • Resumes- 7 • Completed the Raleigh County ABE class with 6 Strategic Compass Assessments • Facilitated WVU-EXT Panel Research in Fayette County 5/9 • Facilitated WVU-EXT in Fayette County class 5/6, 5/13 • Hosted New River Community & Technical College in Raleigh County 5/16 • Hosted New River Community & Technical College in Fayette County 5/29 • Subbed 6 days. 		
<p>Summers: Carmella Browning, Evelyn Phillips & Joy Walker</p> <ul style="list-style-type: none"> • 1 student started working • 3 students received Customer Service 1 &2 Certifications • 2 students obtained WV Welcome Certification • 1 student obtained Word Specialist, Excel Specialist, Excel Expert & PowerPoint MOS Certification • 1 student obtained Word Expert & PowerPoint MOS Certification • 2 students obtained MOS Specialist Level • Numerous modules were covered • Several students earned WIN Certifications 		
<p>Webster: Melanie Hayslette</p> <ul style="list-style-type: none"> • Two students obtained employment • Workkeys Testing • New River Community and Technical College -Stacy came to share information • 3 National Career Readiness Certificates • 2 Customer Service • 1 Customer Service Part 2 • 1 Food Handlers • 7 FEMA Certificates 		

RESA-I STATUS REPORT

PROGRAM:	Assessment
DATE:	May 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 13 counties.	DHHR Clients, WV Works Dept., SPOKES students	
Administered WorkKeys Assessment in 5 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:	MEDICAID
DATE:	May 31, 2014
STAFF:	JAMIE BAILEY
FUNDING SOURCE:	STATE & LOCAL

AREA:	MEDICAID BILLING	
ACTIVITIES	POPULATION SERVED	COMMENTS
Billed Medicaid	McDowell Mercer Monroe Raleigh Summers Wyoming	108,451.07 246,241.42 17,260.81 69,789.25 58,571.21 91,888.14

AREA:	MEDICAID	
ACTIVITIES	POPULATION SERVED	COMMENTS
Technical Assistance	McDowell Mercer Monroe Raleigh Summers Wyoming	Medicaid Provider Revalidation/ transmitted billing files and ran remittances Assisted Mark Townley with provider enrollment and reimbursements. 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

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
Meetings/Training	All Counties	Special Education - Inputted Professional Development data, mailed letters/ invoices TAS- received invoices, copied purchase orders , mailed to Phillip Jarrell

RESA-I STATUS REPORT	
PROGRAM:	PUBLIC SERVICE TRAINING
DATE:	May 1 – 31, 2014
STAFF:	Rick Rice/Sandy Hawley
FUNDING SOURCE:	State

AREA: FIRE CLASSES STARTED		
ACTIVITIES	POPULATION SERVED	COMMENTS
Confined Space Refresher (4 Classes)	Braxton	Weyerhaeuser Corporation
Haz Mat Awareness	Fayette	Mt. Hope Fire Department

AREA: FIRE CLASSES COMPLETED		
ACTIVITIES	POPULATION SERVED	COMMENTS
Firefighter 1	Fayette	Fayette County Firefighters (32)
Firefighter 1	Raleigh	Clear Creek Fire Department (15)
Firefighter 1	Wyoming	Pineville Fire Department (33)
Firefighter 2	Raleigh	Rhodell Fire Department (10)
Hazardous Materials Awareness	Greenbrier	Tri-County Fire Department (32)
Hazardous Materials Awareness	Greenbrier	White Sulphur EMT Class (19)
Hazardous Materials Operations	Fayette	Fayette County Firefighters (41)
Hazardous Materials Operations	Raleigh	Clear Creek Fire Department (15)
Hazardous Materials Operations	Wyoming	Pineville Fire Department (33)
Rescue Core Prerequisite	Greenbrier	Lewisburg Fire Department (35)

AREA: EMS CLASSES STARTED		
ACTIVITIES	POPULATION SERVED	COMMENTS
CPR	McDowell	McDowell 911
CPR	Raleigh	Beaver Fire Department
CPR	Raleigh	Sophia
CPR (3 Classes)	Raleigh	ICG Mining
CPR	Wyoming	Wyoming East High School Students
EMT Mining (3 Classes)	Raleigh	ICG Mining
First Aid	McDowell	McDowell 911
First Aid	Raleigh	Beaver Fire Department
Initial EMT Recertification	Fayette	Mt. Hope Fire Department
Medical Time Out	RESA 1 EMS	Beckley

AREA: EMS CLASSES COMPLETED		
ACTIVITIES	POPULATION SERVED	COMMENTS
Initial EMT	Braxton	Weyerhaeuser (20)
Initial EMT	Greenbrier	White Sulphur Rescue Squad (19)
CPR	McDowell	McDowell Spokes (9)
CPR	McDowell	McDowell Workforce (22)
CPR	McDowell	McDowell 911 (4)
CPR (3 Classes)	Raleigh	Marfork Coal Company (47)
CPR	Raleigh	Sophia (4)
CPR	Wyoming	Wyoming East H.S. Students (63)
First Aid	McDowell	McDowell 911 (4)
First Aid	Raleigh	Beaver Fire Department (4)
EMT Mining	McDowell	McDowell Workforce (22)
EMT Mining (3 Classes)	Raleigh	Marfork Coal Company (47)
First Aid	McDowell	McDowell Spokes (9)
MCI 1 & 2	Greenbrier	White Sulphur EMT Class (16)

AREA: SCHOOL IN-SERVICE		
ACTIVITIES	POPULATION SERVED	COMMENTS
CPR	Mercer	New Bus Drivers (3)
CPR (5 Classes)	Raleigh	Transportation (69)
First Aid	Mercer	New Bus Drivers (3)
First Aid (5 Classes)	Raleigh	Transportation (69)

AREA: MEETINGS		
ACTIVITIES	POPULATION SERVED	COMMENTS
RESA 5 May 15 – 16 PST Staff Meeting	RESA 1 & 4 PST	Discuss Public Service Training

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

AREA: Education and Awareness: CPI		
ACTIVITIES	POPULATION SERVED	COMMENTS
CPI- Key Point Refresher	Wyoming County Staff	Provided CPI- Key Point Refresher training for Wyoming County staff members. 13 Participants
CPI- Key Point Refresher	Summers County Staff	Provided CPI- Key Point Refresher training for Summers County staff members. 23 Participants
CPI- Key Point Refresher	McDowell Pre-K Staff	Provided CPI- Key Point Refresher training for McDowell County Pre-K staff members. 25 Participants

AREA: Leadership and Collaboration		
ACTIVITIES	POPULATION SERVED	COMMENTS
State RESA Special Education Directors Monthly Meeting	All RESA 1 Counties	Budget Application Workshop to develop Grant Applications for Special Education and Technical Assistance Support Specialist (TAS)
Office of Special Programs Monthly Meeting	All RESA 1 Counties	Discussed: Confidentiality, School Improvement Conference Calls, Standards-based IEPs, State Systemic Improvement Plan (SSIP), Analysis of State Infrastructure to Support Improvement and Build Capacity, Measurable Results, Coherent Improvement Strategies, Theory of Action.
Drop-Out Prevention Special Education/TAS Training	All RESA 1 Counties	Attended training for drop-out prevention and transition strategies.

AREA: Leadership and Collaboration		
ACTIVITIES	POPULATION SERVED	COMMENTS
RESA 1 Special Education Directors Meeting	All RESA 1 Counties	Discussed: CPI Trainings, Focus and Priority Schools, Summer Professional Development, 2014-2015 Meeting Schedule, Training Needs, Summer Academies, PBIS Initiative, Policy 2419 Revisions/Public Hearing.
Policy 2419 Revision Workshop	Raleigh County Schools	Discussed: Changes to Policy 2419 and developed questions for Public Forum.
Policy 2419 Public Hearing/Forum	All RESA 1 Counties	Attended Public Hearing/Forum for Policy 2419 Revisions w/ WVDE Staff.

AREA: Leadership and Collaboration		
ACTIVITIES	POPULATION SERVED	COMMENTS
Wyoming County Focus Schools Conference Call	Wyoming County	Participated in Conference Call with Wyoming County Staff and the Office of School Improvement.
Monroe County Title Monitoring Conference Call	Monroe County	Participated in Conference Call with Monroe County Staff and the Office of School Improvement.
Mercer County Focus Schools Conference Call	Mercer County	Participated in Conference Call with Mercer County Staff and the Office of School Improvement.

AREA: Leadership and Collaboration		
ACTIVITIES	POPULATION SERVED	COMMENTS
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.
Hearing Testimony	McDowell County	Testified at county hearing on CPI Control Dynamics and Philosophy.
RESA 1 Focus Team Meeting	All RESA 1 Focus, Priority and Support Schools	Discussed: Where we are in the process, What worked, What requires improvement, Where we are going, Plans for summer trainings, Plans for 2014-2015 School Year.

AREA:		
ACTIVITIES	POPULATION SERVED	COMMENTS
Pre-K Collaborative Teams – Certification Administrative Overview	All RESA 1 Counties	Hosted an administrative overview, provided by the WVDE Office of Early Education, on service personnel certification requirements.
Pre-K Support Staff workshop	All RESA 1 Counties	Hosted an overview, provided by the WVDE Office of Early Education, on service personnel certification requirements

RESA-I STATUS REPORT	
PROGRAM:	Programs Development
DATE:	April 1-30, 2014
STAFF:	Drexel Sammons
FUNDING SOURCE:	State & Federal

AREA: RESA 1 Activities		
ACTIVITIES	POPULATION SERVED	COMMENTS
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.

AREA: 21st Century Community Learning Center		
ACTIVITIES	POPULATION SERVED	COMMENTS
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 st 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.

AREA: MSP Grant		
ACTIVITIES	POPULATION SERVED	COMMENTS
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.
AREA: Focus & Priority Schools		
ACTIVITIES	POPULATION SERVED	COMMENTS
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”.
AREA: Curriculum Planning		
ACTIVITIES	POPULATION SERVED	COMMENTS
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.

RESA-I STATUS REPORT	
PROGRAM:	Regional School Wellness
DATE:	May 2014
STAFF:	Ann Sammons, BSN MS
FUNDING SOURCE:	Community School Public Health

AREA: Nutrition		
ACTIVITIES	POPULATION SERVED	COMMENTS
Met with Carol Cooper, Early Learning Coordinator to discuss professional development for Pre-K staff.	Raleigh	Evaluations from previous childhood obesity workshop revealed teachers were interested in more professional development on implementing gardening into the classroom.
Met with Jenny Totten, WV State University Extension Service, to discuss professional development opportunities for Pre-K staff in the fall.	All Pre-K Staff	This would involve incorporating the Junior Master Gardener Program into the Pre-K classroom. Discussion included Heather Copen with RESA 1 Farm 2 School and Greg Bartlett, RESA 1 Special Education Director. Additional discussion to follow.
Reviewed work plan and provided technical assistance to Heather Copen, RESA 1 Farm 2 School.		

AREA: School Health		
ACTIVITIES	POPULATION SERVED	COMMENTS
Met to discuss opportunities to establish community schools in RESA 1.	All	Great discussion and sharing of information. Paula Fields and Rebecca King from the Office of Special Programs participated. Additional discussion to follow.
Attended RESA 1 Staff Meeting		
Met with Director of Program Development to review Professional Development Master Plan and upcoming wellness opportunities.	All	Tentatively planning to offer the FitnessGram and SBIRT workshops in the fall.
Reviewed WV Immunization Grant and explored expansion opportunities for upcoming school year for adult immunizations.	All	Planning to continue to promote adult immunization information and opportunities this fall.

RESA-I STATUS REPORT	
PROGRAM:	Technology Services
DATE:	May 30, 2014
STAFF:	John Watson
FUNDING SOURCE:	State and Local

AREA: Repair and Installation Services - Individual technician reports for 19 field technicians		
ACTIVITIES	POPULATION SERVED	COMMENTS
Kevin Anglin	McDowell County	I helped setup a DVR system at RVHS and blocked a wireless MAC address in the WLAN controller. I installed West test software on 10 PC's and two battery extenders on 2 laptops at SRMS. I installed Java on one laptop at SRMS. I installed West test on 1 PC and WVEIS on the secretary's PC at MVHS. I installed Read180 on two PC's and troubleshot the VGA cable of a Smart board at MVHS. I installed wireless printer drivers on 5 laptops at the CTC and filtered rogue devices from the DHCP leases on the DC.
Jeremy Ball	Summers County	The month of May 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, bandwidth issues and testing issues. I have also been performing regular maintenance on equipment and servers. At Summers Middle Schools, I responded to work orders that include bandwidth issues, testing issues, printing issues, and server issues. I have also been performing regular maintenance on equipment and servers. Hinton Area Elementary School, I responded to work orders that include bandwidth issues, wireless issues, projector issues, testing issues, email, and access card issues. I have also been performing regular maintenance on equipment and server. At Jumping Branch Elementary School, I responded to work orders that include bandwidth issues, wireless issues, testing issues, and access card issues. I have also been performing regular maintenance on equipment and server. At Talcott Elementary School, I responded to work orders that include 25 laptop setup, and install, and door access control settings. I have also been performing regular maintenance on equipment and server. 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 there are no problems with West Test 2 Online. I have also been performing regular maintenance on equipment and server. I have also worked at Summers County Bus Garage with the mechanics on making sure the cameras are working on the buses.
Ryan Blankenship	McDowell County	I started the month of May with installing the new secretary computers. Then getting Read 180 up and running at Mount View became my main project.
Daniel Cook	Raleigh County	No Report
Vince Estepp	McDowell County	No Report
William Meador	Raleigh County	For the month of May I have continued to prep my primary responsibility schools for WEST Test and all the county virtual labs in addition to the daily work order requests.
Walter Newcomb	McDowell County	The month of May has brought us back around to our regularly scheduled work. With the beginning of the online assessments this month, McDowell County has, thus far, had only minor errors. Most of which have been issues with the testing site itself. (i.e. Dropped students or students entered in the wrong grade.) My regular work in May has included the setup and configuration of a bank of new PCs and printers for each of the school Secretaries. I am currently working with Scott Recycling Inc. to have our discarded and faulty technology recycled instead of sitting in landfill and becoming an environmental hazard. Also, as a member of the Reconnect McDowell Technology Committee, I am proud to report that our project is moving forward with purchase of the property for what will become the Teacher housing facility to be located in Welch, WV.
Lucy Pack	Mercer County	I have spent the month checking on the labs in the high schools to make sure the west test was working smoothly. I have also been working with the TIS' and whomever the school person is that transfers the grades to WVEIS from Edline/Grade Quick program to make sure the final grade average is transferring and all the grades are there for the year. I have been to some of the schools to work on the lunch program .

Joshua Prudich	Mercer County	No Report
Justin Prudich	Mercer County	No Report
Shane Radford	RESA 1	Over the last month my accomplished tasks have included continued support for the TASC and WESTEST assessments, general technology related repairs at the RESA 1 office and ABE/SPOKES locations, network related support for Raleigh and Monroe counties and fiber optic repair/replacement a Raleigh County elementary school. Special projects for this time period include shadowing the current Technology Coordinator as I will assume these job duties on an interim basis and preparation for an upcoming Technology staff training.
Aaron Reed	Mercer County	No Report
Anthony Sever	Raleigh County	No Report
Burl Smith	Monroe County	The month of April/May had multiple challenges for the RESA Technical staff members in Monroe County. A mixture of environmental events, unit repair, end of life issues associated with Microsoft XP support termination, and West Virginia Department of Education required testing connectivity at all schools in the county called on all resources available to resolve identified work orders. Each of these items individually has a potential impact on the whole county student population. Among the problems resolved include multiple virus issues (ad-ware, Malicious software, and others), WVEIS printing issues, new computer setup, security system repair, network connectivity, and compromised email solutions. In addition to the above items, the NSC Defensive Driving Course was successfully completed in a timely manner. The Certificate of Completion was sent to the RESA 1 Technical Administration staff for confirmation.
Daniel Via	Raleigh County	I was able to complete all testing preparations to include 6 mobile labs for the alternative school, which resulted in a total of 30 mobile labs in five schools as a secondary method of taking the WESTEST. I was also able to save the county money in the future by finding an already on hand power supply that is common to the phone systems, to now replace broken ones in the bell/intercom systems which were serviced by a third party previously. I have also briefed the

		schools I am assigned to on best practices for testing with the iPads and solutions to common problems. This brief has made testing very efficient and relatively trouble free.
Tyler Webb	Raleigh County	No Report
Joel Weiss	Mercer County	I setup the new wireless system at Oakvale Elementary School and connected all of the new laptops to it. I also setup the printers in the classrooms and administrative offices. I have been assisting with any technical problems during the West Test at Princeton Middle School and Lashmeet/Matoaka School. I upgraded the three labs at the Princeton Alternative Learning Center in preparation for the West Test. I have performed maintenance and replaced backup batteries on several of the door controllers throughout the county.
James Wilson	Raleigh County	Preparation and practice for Westest has yielded some very interesting results. The practice sessions have really helped with teachers and staff to get used to the new testing structure with the iPads. The majority of my time this month has been utilized for the practice testing and preparation. I am currently monitoring my sites and dealing with any issues that occur for the duration of the testing.

AREA: Training		
ACTIVITIES	POPULATION SERVED	COMMENTS
Technician training	RESA 1 service area	All RESA Technology staff gathered for peer discussion and training on Office 365, power shell, iPad management and other various topics.
Office 365 training	RESA 1 service area	Attended Office 365 and Microsoft Management training in Reston Va.
Online Testing	RESA 1 service area	Continued support for online testing for both K-12 and ABE environments.

AREA: Infrastructure support		
ACTIVITIES	POPULATION SERVED	COMMENTS
Wireless reliability issues	Monroe and Raleigh Counties	Verified configurations and adjusted accordingly.

AREA: Personnel		
ACTIVITIES	POPULATION SERVED	COMMENTS
Position postings	RESA 1 IT Systems	Applications were accepted. Applicants

	Coordinator	will be interviewed in the near future.

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 invoicing were made this month.
Twinax controller replacement	RESA 1 service area	Created requisition for a replacement device, awaiting arrival of device.

RESA-1 STATUS REPORT	
PROGRAM:	WVEIS
DATE:	05/31/2014
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 6 th Six Weeks Report Cards for all Raleigh County High School seniors. Printed senior transcripts and transcript labels. Printed Drivers Ed Certification Cards for Raleigh and Summers County.

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. 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 sessions with Glenwood and Princeton Middle School.
Set up New Users as requested. 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 Peterstown Middle & Peterstown Elementary Schools.
Set up New Users as requested. 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. Conducted FY15 Scheduling Sessions with Elementary Schools at the Phoenix Center.
Set up New Users as requested. Assisted Teachers & Administrators with Teacher Evaluation Program. Set up 2014-2015 Assignments for various users.	Raleigh	Reset passwords as requested and assisted users as needed. Assisted Independence HS counselors with FY15 Student Scheduling (RESA Lab). Assisted Middle Schools & other High Schools with FY15 Student Scheduling.
Set up New Users as requested. Assisted Teachers & Administrators with Teacher Evaluation Program. Set up 2014-2015 Assignments for various users.	Summers	Reset passwords as requested and assisted users as needed. Assisted Summers County HS, Summers Middle with FY15 Student Scheduling.
Set up New Users as requested. Assisted Teachers & Administrators with Teacher Evaluation Program. Set up 2014-2015 Assignments for various users.	Wyoming	Reset passwords as requested and assisted users as needed. Assisted High Schools & Middle Schools with FY15 Scheduling.
Susie and Deena participated in WVEIS State Staff Conference Calls, attended Class Roster Verification Training at Center for Professional Development in Charleston and attended Office 365 Training at Microsoft Training Center in Reston, Va.		

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

AREA: Collaboration, Education and Awareness		
ACTIVITIES	POPULATION SERVED	COMMENTS
<ul style="list-style-type: none"> • Monroe and Pocahontas SPOKES classes resumed March 3, 2014; resumed regular visitations. • 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, 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 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>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 and will conclude for short hiatus on June 30, 2014 (classes will resume again September 2014).</p>

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

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. Next task Force meeting is scheduled for June 10th at FCI Alderson. • Bureau of Prisons (BOP)/Federal Correctional Institution (FCI) Bring Your A Game Training – Coordinating/Delivering <i>Bring Your A Game</i> classes for upcoming parolees at FPC Alderson, and FCIs Beckley and Welch. • 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 – Continue meetings with HR director to develop/arrange staff training; delivering training as approved and appropriate. • Region 1 Workforce Investment Board/Workforce Center staff – Delivered/Facilitated professional development training for Region 1 Workforce WV Center staff on Friday, May 16, 2014. • Experience Works “Participate Assistant” – Continuing training opportunities for individuals enrolled in their Participate Assistant program. • Mercer County Workforce WV Career Center Partner Meeting – Attend monthly Career Center Partner Meetings. • ABE Teacher’s Academy at Glade Springs Resort – Coordinating training for the Teacher’s Academy week of June 9th. • Pocahontas Co/Snowshoe Career Center Partner Meeting – Attend Pocahontas County/Snowshoe Career Center Partner Meetings/Coordinating training for Pocahontas Co area to be delivered at the Snowshoe Career Center • Pocahontas County Memorial Hospital – Coordinating training with Ms. Lay to deliver Bring Your A Game to Work curriculum. • K.I.S.R.A. “Getting the Job You Really Want” classes – Attending KISRA training classes in Princeton. • New River Advanced Technology Center (NRATC), Ghent, WV – 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. • 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. 	<p>Ex-offenders preparing for parole.</p> <p>Business and industry, and their incumbent workers throughout the State.</p>	

<ul style="list-style-type: none">• 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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