

STRATEGIC PLAN

2016-2017

*Regional Education
Service Agencies*

RESA

• *one* •

A powerful engine for education



INTRODUCTION

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AREAS OF SERVICE

Technical assistance to low-performing schools and school systems.....	
Providing high quality, targeted staff development designed to enhance the performance and progress of students	
Facilitating coordination and cooperation among county boards/cost savings.....	
Installing, maintaining and/or repairing education related technology equipment and software.....	
Receiving and administering grants under the provisions of federal and/or state law.....	
Developing and/or implementing any other programs or services as directed by law or by the State Board of Education	

CONTACT INFORMATION

Personnel Contact Information	
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West Virginia Board of Education

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Lloyd Jackson, II, Vice-President
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Thomas Campbell
Beverly Kingery
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Chancellor, West Virginia Higher Education Policy Commission

Dr. Sarah Tucker, Ex Officio
Interim Chancellor, West Virginia Council for Community and Technical
College Education

Dr. Michael Martirano, Ex Officio
State Superintendent of Schools

MISSION

The West Virginia Board of Education established policies and rules to assure implementation of education goals and to ensure the general supervision, oversight and monitoring of a thorough and efficient educational system.

VISION

All West Virginia students will exceed national educational standards and prepare for higher learning and the world of work through the programs, services and offerings of West Virginia's thorough, efficient, safe and nurturing education system.

GOAL

The West Virginia Board of Education will provide a statewide system of education that ensures all students graduate from high school prepared for success in high quality postsecondary opportunities in college and/or careers.



WV STATUTE §18-2-26

WV BOARD OF EDUCATION (WVBE) POLICY 3233

WV Code §18-2-26 and WV Board of Education (WVBE) Policy 3233 identifies six areas of services for RESAs which include:

- 1. Providing technical assistance to low-performing schools and school systems.**
- 2. Providing high quality, targeted staff development designed to enhance the performance and progress of students;**
- 3. Facilitating coordination and cooperation among county boards within their respective regions in such areas as cooperative purchasing; sharing of specialized personnel, communications and technology; curriculum development; and operation of specialized programs for exceptional children;**
- 4. Installing, maintaining and/or repairing education related technology equipment and software with special attention to the state technology initiatives;**
- 5. Receiving and administering grants under the provisions of federal and/or state law;**
- 6. Developing and/or implementing any other programs or services as directed by law or by the State Board of Education.**

WVBOE Goals for Professional Learning

- 1. Increase deep content knowledge and proficiency in designing and delivering standards-driven instruction and assessments for all preK through 12th grade West Virginia educators.**
- 2. Increase the knowledge and skills of all preK through third grade educators to deliver a comprehensive preK through third grade approach to early childhood education that includes a balanced approach to early literacy.**
- 3. Establish and sustain effective collaborative learning teams in schools and districts in alignment with the board standards for professional learning and a cycle of continuous improvement.**
- 4. Improve leadership competencies for principals and assistant principals to support high quality teaching and learning.**
- 5. Utilize the educators' evaluation system as an important component of continuous educator development.**

WVDE State Superintendent Goals

- 1. Ensure all students graduate from high school with a world-class education, PreK-12, who are college and/or career ready**
- 2. Improve safe and supportive school environments which meet the physical, social, emotional, and academic needs of every child.**
- 3. Improve organizational effectiveness through promotion, recruitment, and retention of a highly skilled workforce focused on strong instructional leadership.**
- 4. Develop extensive and meaningful parent and community relations where we communicate regularly and often.**
- 5. Implement and expand data management systems, teacher evaluation systems that include student performance, and overall performance management systems.**

REGIONAL COUNCIL 2016-2017

McDowell County

Nelson Spencer, Superintendent, Co-Chair
Michael Callaway, Board Member
Carolyn Falin, Assistant Superintendent

Mercer County

Dr. Deborah Akers, Superintendent
Mary Alice Kaufman, Board Member

Monroe County

Joetta Basile, Superintendent
Danny Lively, Board Member

Raleigh County

Dave Price, Superintendent, Chair
Cynthia Jafary, Board Member
Darrin Butcher, Treasurer
John Henry, Principal
Amanda Meadows, Teacher

Summers County

Kimberly Rodes, Superintendent
Dr. Deborah Clark, Board Member

Wyoming County

Deidre Cline, Superintendent
Mike Davis, Board Member

Higher Education

Dr. Shelia Sargent-Martin, Bluefield State College
Darrell Thompson, Bluefield State College
Dr. Kathy Liptak, Concord University

West Virginia Department of Education

Dr. Kathy D'Antoni
Assistant State Superintendent

Mendy Marshall, Executive Director
Office of Adult Education

WV Board of Education

William White, State Board Member

WV Board of Education

Jason Butcher, State Department Representative
Division of Educator Quality and System Support

MISSION STATEMENT

To provide high quality, cost effective,
life-long education programs and services
to students, schools, school systems and communities.

VISION STATEMENT

To serve the educational needs
of the total community.

AREAS OF SERVICE

AREA OF SERVICE #1: Technical assistance to low-performing schools and school systems.

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
Improve teen health	<p>*Provide by-stander training for administration, faculty, staff, student leaders, students, parents and community, as requested</p> <p>*Provide FLASH training to health teachers, school nurses and school counselors</p> <p>*Promote Well Child exams in schools and communities</p> <p>*Provide Youth Mental Health First Aid training to school faculty, staff, parents and community member.</p>	<p>Quarterly and Year-End Reports</p> <p>Quarterly and Year-End Reports</p> <p>Quarterly and Year-End Reports</p> <p>Quarterly and Year-End Reports</p>	1, 4	<p>Adolescent Health – Selina Vickers, Coordinator</p> <p>Adolescent Health – Selina Vickers, Coordinator</p> <p>Adolescent Health – Selina Vickers, Coordinator</p> <p>Project Aware Team</p>
Improve AdultEd program performance measures to ensure student completion rates leading to High School Equivalency (HSE) and/or post-secondary enrollment or training	<p>*Facilitate program evaluations of all SPOKES and AdultEd classrooms through review of NRS and DMR reports</p> <p>*Conduct data quality audits with all AdultEd programs not achieving benchmarks</p> <p>*Provide follow-up/technical assistance to those programs who will be completing a corrective action plan</p> <p>*Conduct iWalk observations with all AdultEd classrooms, including SPOKES</p>	<p>Continuous</p> <p>Review of data in AEMIS</p> <p>Quarterly and Year-End Data Match results</p> <p>Two times per class per year</p>	1,5,3 1,5	AdultEd – Shawn Cook, Director

<p>Graduation 20/20 Initiative: Improve Graduation Rate and decrease the number of students who drop out of school in each of our 14 high schools.</p>	<p>*Collaborate with school leadership teams to provide assistance in creating and implementing targeted intervention for all students who need it to ensure they graduate</p> <p>*Place contracted retired, exemplary educators in each school to connect with at-risk students in an effort to keep them in school</p> <p>*Provide assistance with ongoing school improvement efforts as requested</p>	<p>At least once per month throughout the school year</p> <p>One coach per school in each of 11 schools</p> <p>Professional Learning opportunities, data analysis (ongoing)</p>	<p>1, 2, 3</p> <p>1, 3, 4</p> <p>1, 2, 4, 5</p>	<p>Teresa Epperley Regional School Support Specialist,2,4</p>
<p>Improve access to health care in the schools through school base health centers.</p>	<ul style="list-style-type: none"> • Educating school personnel to understand community school model as a school improvement model. • Create partnerships with providers to deliver services in the school. 	<p>Quarterly and year end reports.</p>	<p>1.2,3,4</p>	<p>Community Schools – John Kennedy, Coordinator</p>
<p>Foundations of Early Literacy Initiative: Improve access to early literacy and increase third grade ELA scores in each Early Literacy school identified.</p>	<p>*Collaboration with leadership and literacy teams at the individual school level to provide assistance and guidance with data analysis and targeted interventions for struggling students.</p> <p>*Provide support assist schools in building data driven team instructional PLCs.</p>	<p>Providing Professional Learning Opportunities, ongoing data analysis, PLC support</p>	<p>1,2,3</p> <p>1,2,3,4</p> <p>1,2,4</p>	<p>Amy Semonco, Regional School Support Specialist</p>

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
<p>Collaborate with Schools requesting Technical Assistance to facilitate school improvement in schools in the five RESA 1 counties. Lead, Coordinate, Facilitate Focus School/Low Performing Schools Improvement Process</p>	<ul style="list-style-type: none"> *Collaborate with County Office Staffs and schools to provide requested technical assistance *Collaborate with WVDE and relevant groups in providing targeted professional development and technical assistance * Assist Counties with School Improvement Process (SIP) with Low Performing Schools based on A-F School Grading System * Continue Memorandum of Understanding (MOU) * FAST Teams (RESA 1 & County/School) designated * Assist/Facilitate/Review Culture Survey for continuous improvement (upon request) * Present, Facilitate Review of Culture Survey Results, Modified Diagnostic and/or Interim Self-Reflection Activities * Assist with Seven High Quality Standards (HQS) Website * Schedule, Present, Collaborate with schools in providing technical assistance and PD * ESEA Flex Monitoring Conference 	<p>July 1, 2016 through June 30, 2017 Documentation of meetings, data collection, technical assistance logs and professional development provided</p>	<p>1,2,4,5</p>	<p>Programs Development- Dr. Robin Lewis, Professional Learning and Technical Support Team</p>

Measurable Objectives	Action Plan/Activities	Progress/Evaluation Outcome(s)	WVBE Priority	Program/Person Responsible
Support IPI Process with schools upon County Request:	<ul style="list-style-type: none"> *Schedule & Provide Coder Training for Schools *Assist schools with Review of IPI Process with previously Certified Trainers. *Assist schools with initial IPI Data Collection and Data Review 	July 1, 2016 through June 30, 2017 Documentation of meetings, data collection, technical assistance logs and professional development provided	1, 2, 4, 5	Dr. Robin Lewis, Professional Learning and Technical Support Team
Office of Educational Performance Audit (OEPA)	<ul style="list-style-type: none"> *Provide support and assistance for continuous school improvement *Create and provide HQS timeline including OEPA requirements and evidence *Complete the OEPA Monitoring Report for RESA 1 including RESA practices, processes or programs that substantiate the presence of each area of service. 	July 1, 2016 through June 30, 2017 Documentation of meetings, data collection, technical assistance logs and professional development provided	1, 2, 4, 5	Dr. Robin Lewis, Professional Learning and Technical Support Team
Improve performance measure outcomes for students in low performing schools and school systems with an emphasis on focus schools	<ul style="list-style-type: none"> * Collaborate with the Office of Organizational Leadership and the Office of Special Programs * Attend training to enhance personal skills that will increase effectiveness of work with low performing schools based on the A-F Grading System * Assist schools with required protocols (strategic plans, culture survey, IPI walk-through, and school leadership team meetings) * Provide or facilitate professional development as identified by school staff or the Statewide System of Support (SSOS) 	July 1, 2015 through June 30, 2016	1,2,3	Greg Bartlett, Special Education Dr. Robin Lewis Professional Learning and Technical Support

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
<p>Improve Academic and performance outcomes for students.</p>	<ul style="list-style-type: none"> *Certain elements of providing technical assistance to specify low performing schools are defined in other areas of this strategic plan are performed in conjunction with Director of Special Education. *Provide targeted technical assistance to school(s) districts to those schools identified by the WVDE A-F School Grading System. *Collaborate with WVDE and county personnel. *Utilize PL (Personalized Learning) and its components, such as Co-Teaching, Scaffolding, UDL, and D1. *Utilize RESA 1 Menu of Services for our schools with an emphasis on low performing schools as designated by the A-F School Grading System. *Profiles to collect data and participate in discussions with all district and schools staff to determine appropriate professional development and technical assistance. *Assist in training personal in analyzing and interpreting data. *Provide professional development and technical assistance requested by school(s)/districts as a result of data driven decision making. 	<p>July 1, 2016 through June 30, 2017 Sign-In Sheets</p> <p>Evaluation Forms MS365 Calendar Travel</p> <p>Reimbursement Sheet</p> <p>Meeting Notes/Minute</p>	<p>1,4,6</p>	<p>Dr. Robin Lewis</p> <p>Professional Learning and Technical Support Team</p>

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
Improve Academic and performance outcomes for students.	<p>*Attend trainings to enhance personal skills to work successfully with low performing schools.</p> <p>*Actively participate on School Leadership Teams to provide support, guidance, and follow-up.</p>	<p>July 1, 2016 through June 30, 2017 Sign-In Sheets Evaluation Forms MS365Calendar Travel Reimbursement Sheet Meeting Notes/Minutes</p>	1, 4, 6	<p>Dr. Robin Lewis</p> <p>Professional Learning and Technical Support Team</p>
Provide training to school staff to enable them to deliver required programs for graduation	Identify qualified and interested parties in the school system and set up instructor classes that meet their needs	Monitor outcomes of training and provide qualified candidates support for service delivery. Ensure candidates meet requirements for certifications and document the same.		Public Service Training – Robbie Bailey, Coordinator / Specialist
Support for analysis of multiple data sources to implement collaborative inquiry and problem solving for student interventions	Professional learning on collaborative teams, data workshops and data-driven plans for increasing graduation rates and lowering the dropout rate	Documentation of school visits and working with leadership teams; monthly reports, calendar entries, sign-in sheets and evaluation forms (professional learning events)	1 4 1, 5	Regional School Support – Teresa Epperley, Specialist
Create awareness and utilization of Bright Bytes Early Warning System to improve graduation rates and decrease dropouts	Utilize and support Bright Bytes Early Warning System to identify and respond to student needs such as attendance, behavior, and academics	Communication documentation: emails, phone calls, agendas, monthly report logs, calendar entries, sign-in sheets	1,2,3,6 1,4 5	Regional School Support – Teresa Epperley, Specialist

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
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<p>Increase the number of graduates through the implementation of Graduation 2020</p>	<p>Collaborate with WVDE Office of Special Programs on the scope and sequence of the program</p> <p>Utilize monthly benchmarks</p> <p>Support identified schools and school districts through collaboration and providing guidance and technical assistance in writing a grant for dropout prevention</p> <p>Support identified schools</p> <p>Identified schools for 2015-2017: Raleigh County: Woodrow Wilson High School Independence High School Shady Spring High School</p> <p>Monroe County: James Monroe High School</p> <p>Mercer County: Pikeville High School Princeton Senior High School Bluefield High School Montcalm High School</p> <p>McDowell County: Mt. View High School Riverview High School</p> <p>Summers County: Summers County High School</p> <p>Support for unidentified schools including:</p> <p>Raleigh County: Liberty High School</p> <p>Wyoming County: Wyoming East High School Westside High School</p>	<p>Utilize Bright Bytes Data Utilize WV Zoom and WV Zoom-e Data</p> <p>Review monthly benchmarks; make adjustments as necessary</p> <p>Monthly report logs, calendar entries, updates</p>	<p>1,2,3,4,6 1,3,4,5 1,3,4,5</p>	<p>Regional School Support – Teresa Epperley, Specialist</p>
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Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
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<p>Increase the number of graduates through the implementation of Graduation 2020</p>	<p>Collaborate with WVDE Office of Special Programs on the scope and sequence of the program</p> <p>Utilize monthly benchmarks</p> <p>Support identified school districts through collaboration and providing technical assistance in writing a grant for dropout prevention</p> <p>Support identified schools</p> <p>Identified schools for 2015-2017:</p> <p>Raleigh County: Woodrow Wilson High School Independence High School Shady Spring High School</p> <p>Monroe County: James Monroe High School</p> <p>Mercer County: Pikeville High School Princeton Senior High School Bluefield High School Montcalm High School</p> <p>McDowell County: Mt. View High School Riverview High School</p> <p>Summers County: Summers County High School</p> <p>Support unidentified schools:</p> <p>Raleigh County: Liberty High School</p> <p>Wyoming County: Wyoming East High School Westside High School</p>	<p>Utilize Bright Bytes Data; Utilize Zoom and Zoome Data</p> <p>Review monthly benchmarks; make adjustments as necessary</p> <p>Monthly report logs, calendar entries, updates</p>	<p>1,2,3 1,3,4,5 1,4,5</p>	<p>Regional School Support – Teresa Epperley, Specialist</p>
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Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
Improve performance measure outcomes for students in low-performing schools and school systems	<ul style="list-style-type: none"> -Collaborate with the Office of Special Programs -Attend training to enhance personal skills that will increase effectiveness of work with low-performing schools -Assist LEAs with schools identified by the A-F School Grading System in narrowing achievement gaps in identified subgroups by providing technical assistance or professional development on achievement strategies -Provide, or facilitate, Professional Development as requested by LEAs, or, as suggested by the Statewide System of Support (SSOS) and the State Systemic Improvement Plan (SSIP) -Assist LEAs with schools identified as Priority and Support Schools, as requested 	Agendas, e-mails, sign-in sheets, purchase orders, invoices, travel documentation, status reports and annual reports	1, 3,4 1,2,5	Special Education – Greg Bartlett, Director
Improve intervention delivery systems for students experiencing delays/difficulties with the acquisition of skills.	Develop a functional Student Assistance Team (SAT) Tool-Kit outlining current best-practice for providing intervention strategies for referred students. Provide training on the development of strong SAT Teams and available resources.	Agendas, e-mails, sign-in sheets, purchase orders, invoices, status reports and annual reports	1,2,3,4 1,2,3,4,5	Special Education – Greg Bartlett, Director
Provide any level of technology support needed.	Continue to provide technology staff to support implemented technology.	On-Going as needed/requested	3,4,6 5	Technology Services – Shane Radford, Coordinator
Improve performance measure outcomes for students in low performing schools and school systems	<ul style="list-style-type: none"> *Work in partnership with OEPA/WVDE and county personnel to provide technical assistance to school and school districts identified for improvement through the Statewide System of Support (SSOS) *Identify activities resources needed; visit schools and school districts to deliver and monitor requested programs and services 	On-Going as needed/requested	1,2,3,6	WVEIS – Susie Handy and Deena Tyree, Computer System Operators

AREA OF SERVICE #2: Providing high quality, targeted staff development designed to enhance the performance and progress of students.

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
Increase and improve AdultEd and SPOKES instructor effectiveness through training and staff development	<ul style="list-style-type: none"> *Facilitate and promote teacher participation in the WVAEA Fall Conference *Plan and deliver CORE and elective training sessions as determined by state coordinator for professional development. *Conduct training needs assessment survey with teaching personnel as follow-up to conference/regional offerings *Facilitate training sessions focused on technology for the AdultEd and SPOKES classrooms (including substitute teachers) *Conduct annual performance evaluations of full-time teachers (paper-based version) 	<p>Fall 2016</p> <p>Fall 2016 & Spring 2017</p> <p>Monitor feedback, evaluation and progress through Schoology assignments</p> <p>Monitor professional development transcripts in AEMIS</p> <p>Policy 5310 Timelines</p>	<p>1,3,4,5 1,3,5</p>	<p>AdultEd – Shawn Cook, Director</p>
Increase community partnerships with local schools to deliver high quality professional development in areas specific to the needs of the school	<p>Facilitate the building of partnerships with state, regional and local agencies</p> <p>Create a directory of services</p>	<p>Quarterly and year end reports</p>	<p>1,2 2,3,4 1,2,3</p>	<p>Community Schools – John Kennedy, Coordinator</p>
Increase school system effectiveness by providing Medicaid billing	<ul style="list-style-type: none"> *Coordinate and facilitate Medicaid billing for the Medicaid providers identified in each RESA 1 county providing services to Medicaid eligible students *Provide training for Medicaid service provide 		<p>3</p>	<p>Medicaid – Jamie Bailey, Specialist</p>

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
Increase school and school district administrator knowledge and effectiveness	<p>Provide targeted professional development through RESA 1 Leadership Forum Series of professional development for school and school district leaders</p> <p>Planning a Principal's Academy for the principals, assistant principals, central officer personnel with an emphasis on leadership in curriculum</p>	<p>July 1, 2016 – June 30, 2017</p> <p>Summer 2017</p>	1, 2, 3	<p>Programs Development- Dr. Robin Lewis</p> <p>Professional Learning and Technical Support Team</p>
Deliver Effective, Efficient and Equitable services to RESA 1 counties	<p>*Collaborate with each county to supply requested support</p> <p>*Facilitate and/or Provide requested professional development and technical assistance</p> <p>*Share personal growth model by sharing information gleaned during learning process with WVDE Initiatives to implement into classrooms</p>	<p>July 1, 2016– June 30, 2017</p> <p>Document survey feedback with professional development activities Provided. Document "Satisfaction Survey" results collected from member counties</p>	1,2,3,4,5,6	<p>Program Development – Dr. Robin Lewis</p> <p>Professional Learning and Technical Support Team</p>
Support full implementation of new Evaluation for Administrators, Teachers and Counselors at all Schools	*Provide support as requested *HQS Monthly Timeline	<p>July 1, 2016 through June 30, 2017</p> <p>Documentation of training and meetings</p>	6	<p>Program Development – Dr. Robin Lewis</p> <p>Professional Learning and Technical Support Team</p>

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
LDC and MDC Initiatives	<ul style="list-style-type: none"> *Coaches are trained by SREB in specialized unit planning in ELA and mathematics *Coaches support and provide technical assistance to both middle and high schools *Coaches will provide PD with continued trainings throughout the year 	<p>July 1, 2016 through June 30, 2017</p> <p>Documentation of meetings, data collection, technical assistance logs and professional development provided</p>	2,4,5	<p>Program Development – Dr. Robin Lewis</p> <p>LDC & MDC Coaches</p>
Increase educator knowledge of 21st century, research-based instructional practices and strategies	Collaborate with state educational agencies and/or counties to plan and provide professional learning for educators in areas such as teacher leadership, beginning principal mentor training, new teacher training, College and Career Readiness Standards, Health Education Lesson Partnership, and online/face to face professional development sessions with low performing schools	July 1, 2016 through June 30, 2017	1,2,3	<p>Program Development – Dr. Robin Lewis</p> <p>Professional Learning and Technical Support Team</p>
Increase service personnel knowledge and effectiveness	Collaborate with State educational agencies and/or counties to plan and provide professional learning for county service personnel as requested	July 1, 2016 through June 30, 2017	1,2	<p>Program Development – Dr. Robin Lewis</p> <p>Professional Learning and Technical Support Team</p>
Provide specific instructional and professional development services to low performing schools	<p>Work with low performing schools based on the A-F School Grading System</p> <ul style="list-style-type: none"> *Provide a “Menu of Services” to enhance instruction at focus schools *Complete an MOU between our agency and the county/school system 	July 1, 2016 through June 30, 2017	1,2	<p>Program Development – Dr. Robin Lewis</p> <p>Professional Learning and Technical Support Team</p>

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
Improve the effectiveness of RESA training for substitute teachers	<p>* Plan and provide certification and re-certification training for substitute teachers</p> <p>*Evaluate and improve substitute teacher training</p>	<p>July 1, 2016 through June 30, 2017</p> <p>Evaluations</p>	1,2,3	<p>Program Development – Dr. Robin Lewis</p> <p>Professional Learning and Technical Support Team</p>
Provide Professional Learning opportunities for beginning teachers of reading at the elementary level.	<p>*Through a reading grant, 40 teachers will be invited to attend an Adventure in Reading Academy encompassing 3 days of intense instruction in reading instruction.</p> <p>*The Academy will kick off in October 2016 with a day featuring reading skills in phonics, reading vocabulary, instructional strategies in comprehension, etc.</p> <p>*Teachers will network with other teachers throughout the RESA 1 area.</p>	October 2016 – June 2017	1,2,3	<p>Program Development – Dr. Robin Lewis</p> <p>Professional Learning and Technical Support Team</p>
Coordinate professional development opportunities for Public Service Training instructors in areas of traditional and computer based information delivery.	Public Service instructors will be evaluated by the training coordinator and program specialist. In-service courses will be provided to address any issues in program delivery.	Documentation of in-service training and performance will be provided to maintain a high level of professionalism in field delivery of programs		Public Service Training – Robbie Bailey, Coordinator/Specialist
Develop, train and certify new instructors in the emergency services field.	Coordinate with Training Officers and Agency Representatives to identify prospective instructors and provide instructor training classes for qualified candidates	Provide training that results in State and National Certifications and document and retain the results in the data base.		Public Service Training – Robbie Bailey, Coordinator/Specialist
Provide training to school staff to enable them to deliver required programs for graduation	Identify qualified and interested parties in the school system and set up instructor classes that meet their needs	<p>Monitor outcomes of training and provide qualified candidates support for service delivery.</p> <p>Ensure candidates meet requirements for certifications and document the same.</p>		Public Service Training – Robbie Bailey, Coordinator/Specialist

Increase student achievement by providing professional learning as requested by Graduation 2020-identified and unidentified schools	Provide sustained and supported professional learning experiences that are unique to the school/school system making the request	Agendas, calendar entries, professional learning supporting documentation (handouts, powerpoints), sign-in sheets, evaluation forms	2,3,5 1,3,4,5 1,5	Regional School Support – Teresa Epperley, Specialist
Increase student achievement and the overall effectiveness of schools by providing meeting forums, professional learning, coaching support in all counties	Provide sustained support to enhance literacy, mathematics, STEM, attendance, behavior, graduation rates through instructional coaching support, monitoring tools, professional learning, and Graduation 2020	Communication documentation, Graduation 2020 Webinars, artifacts, evaluations, and sign-in sheets	1,2,6 1, 3,4 5 1,2,4,5	Regional School Support – Teresa Epperley, Specialist
Provide evidence based DHHR endorsed training and technical support in the area of suicide prevention in RESA I counties	Coordinate regional trainings for school personnel and community organizations	Attendance will be documented FY 2016-17 Data will be collected and provided to the counties	1 2,4	Regional School Wellness – Sandy McClung, Specialist
Provide Training and technical support to Health Teachers in the area of Health Education as requested in RESA I counties	Coordinate and facilitate trainings as requested for identified staff	Attendance will be documented FY 2016-2017 Data will be collected and provided to the county	1 2	Regional School Wellness- Sandy McClung Specialist
Provide training and technical support in RESA I counties in Bullying Prevention	Coordinate and facilitate trainings as requested for identified staff	Attendance will be documented FY 2016-2017, Date will be collected and provided	1 2,4	Regional School Wellness Sandy McClung Specialist
Increase collaboration and utilization of DHHR endorsed oral health programs in schools	Collaborate with oral health educators to develop a list of recourses to target priority schools.	Documentation, resource list, implementation of sealant program	5,6	Regional School Wellness Sandy McClung Specialist
<i>Increase number of schools implementing physical activity per Policy 2510</i>	<i>Provide resources for Policy 2510</i>	<i>Training, documentation and presentations</i>	<i>1,5,6</i>	<i>Regional School Wellness Sandy McClung Specialist</i>

<i>Measurable Objectives</i>	<i>Action Plan/Activities</i>	<i>Progress/Evaluation Outcome(s)</i>	<i>WVBE Priority</i>	<i>Program/Person Responsible</i>
Increase well-child visits in middle and high schools	Collaborate Health Check and SBHC to develop a plan to increase well child visits & oral health visits	Monitoring of well child visits, documentations	1 5	Regional School Wellness Sandy McClung Specialist
Increase assessment scores for students taking Alternate Assessments	Provide Professional Learning for teachers of the 1% population, in the areas of differentiated instruction, technology, mathematics, literacy, writing, multiple test item types, unit teaching and autism	Agendas, e-mails, sign-in sheets, purchase orders, invoices, status reports and annual reports.	1 1,5	Special Education – Greg Bartlett, Director
Increase student engagement and higher order thinking skills	Provide overviews, assist with data collections, facilitate data reviews for schools incorporating the Instructional Practices Inventory (IPI) model	Agendas, e-mails, sign-in sheets, purchase orders, invoices, status reports and annual reports.	1,2	Special Education – Greg Bartlett, Director
Increase graduation rate for all students of West Virginia, but specifically for students with disabilities	Provide assistance to counties by offering professional learning opportunities, workshops, modeling and resources to counties to increase graduation rate specifically for students with disabilities	Agendas, e-mails, sign-in sheets, purchase orders, invoices, status reports and annual reports.	3,4 1	Special Education – Greg Bartlett, Director
Facilitate and support requested technology related staff development.	Work as a liaison and facilitator to provide staff development resources for requested topics.	On-Going as needed/requested	3,4,6 5	Technology Services – Shane Radford, Coordinator
Increase and improve professional staff and service personnel workplace performance.	Develop, coordinate and facilitate customized essential skills and professional development staff training/opportunities as needed and requested.	Training and presentation assessments, evaluation forms and feedback	1,3,4,5	West Virginia Workplace Education Program – Tina White, CWDP, MSSL
Increase and improve AdultEd and SPOKES instructor effectiveness through training and staff development	Develop, coordinate and facilitate professional development training for AdultEd and SPOKES instructors as determined by state coordinator for professional development at 2015 Fall WVAEA Conference.	Survey results from WVAEA Fall 2015		

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
Increase school and school district administrator knowledge and effectiveness	Provide targeted professional development through a RESA 1 Leadership Series of professional development for schools and school district leaders	July 1, 2016 – June 30, 2017 Sign-in Sheets	1,2,3,6 5	WVEIS – Susie Handy and Deena Tyree, Computer Systems Operators
Train County Contacts to train their administrators, secretaries and teachers to use the New Portal	Bring County Contacts to RESA 1 for training as well as phone support. Work with WVDE to continuously monitor the successful operation of all WVEIS applications	Use of the programs will benefit the students and administrators	1,2,6 5	WVEIS – Susie Handy and Deena Tyree, Computer Systems Operators
Continued Training with new administrators on how to use the Discipline program in WOW	Work with WVDE on continued support and training on the Discipline WOW programs (Safe and Supportive Schools) Policy 4373. All RESA 1 counties have been fully implemented and trained and are now using the new discipline system in WOW	Use of the programs will benefit the administrators	1,2,6 2,5	WVEIS – Susie Handy and Deena Tyree, Computer Systems Operators
Continued Assistance and Training with WVEIS County Contacts, Administrators, Teachers and Counselors on the Educator Evaluation WOW Program	Coordinate training with each County Contact as well as phone support for all RESA 1 counties and support for all counties in WV Collaborate with WVDE programming staff With continued support of the Educator Evaluation System	Use of the WOW programs will benefit the administrators, teachers and counselors	1,2,6 4,5 5	WVEIS – Susie Handy and Deena Tyree, Computer Systems Operators
Assist and support the Teacher Self/Registration and Password Reset program on WOW	*Coordinate training with each County Contact as well as phone support	Use of the WOW programs will benefit the administrators and teachers	1,2,6 5	WVEIS – Susie Handy and Deena Tyree, Computer Systems Operators
Continue support for the Battelle for Kids Class Roster Verification System	Coordinate services with WVDE	Use of Class Roster Verification system will accurately capture the instructional linkage between schools, teachers and students to improve the quality of district and state data	1,2,4,6 5	WVEIS – Susie Handy and Deena Tyree, Computer Systems Operators

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
Assist and Train WVEIS County Contacts on (EOY) Data Collections in WOW	Coordinate with WVDE/ RESA 1 Counties to complete EOY Data Collections: EOY Enrollment, Special Ed Exit Report Discipline, LEP, Fitnessgram, Homeless, Attendance, Experiential Learning, Special Ed Timelines, Career Clusters, Senior Post-Graduation Plans, Facilities Information and Option Pathways	Use of (EOY) Data Collection through WOW to ensure accurate county data	1,2,4,6 5	WVEIS – Susie Handy and Deena Tyree, Computer Systems Operators
Continue support for County Contacts, Principals and other administrators with Clarity/Bright Bytes online Early Warning System	*Coordinate with each County Contact as well as phone support	Use of Early Warning System will assist schools in identifying at risk students to improve the quality of district and state data	1,2,6 5	WVEIS – Susie Handy and Deena Tyree, Computer Systems Operators
Foundations of Early Literacy Initiative: Improve access to early literacy and increase third grade ELA scores in each Early Literacy school identified.	*Provide support and assist schools in building data driven instructional PLCs through professional learning opportunities.	Providing Professional Learning Opportunities, ongoing data analysis, PLC support	1,2,3 1,2,3,4 1,2,4	Amy Semonco, Regional School Support Specialist
Foundations of Early Literacy Initiative: Improve third grade ELA scores in each Early Literacy school identified.	*Provide specific Professional Learning as needed by Early Literacy schools	Ongoing data analysis, benchmark assessments, end of year assessments	1,2,3 1,2,3,4 1,2,4	Amy Semonco, Regional School Support Specialist

AREA OF SERVICE #3: Facilitating coordination and cooperation among county boards/cost savings.

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
<p>Improve AdultEd program participation and retention rates.</p> <p>Provide high school equivalency exam at no cost to participating counties.</p>	<p>*Provide technical assistance to AdultEd classrooms through implementation of resources/strategies to increase hourly participation rates.</p> <p>*Integrate the Life & Employability Skills curriculum into Adult Education classrooms.</p> <p>*Serve as AdultEd Director for Braxton, Pocahontas and Webster County SPOKES/AE blended programs.</p> <p>*Through employment and supervision of test administrator, provide exam services to Braxton, Greenbrier, Mercer, Monroe, Pocahontas, Summers and Webster Counties.</p>	<p>Ongoing</p> <p>Monitor Schoology assignments/activities</p> <p>Ongoing</p>	<p>1,2</p> <p>1,3 1,3,5</p>	<p>AdultEd – Shawn Cook, Director</p>
<p>Facilitate continued support for “Rolling Out the Standards” in areas of ELA and mathematics.</p>	<p>*Be present and active in designated A-F Schools as needed.</p> <p>*Upon request, provide continued professional development</p>	<p>July 2016 through June 2017 Sign-in Sheets</p>	<p>4,5</p>	<p>Programs Development- Dr. Robin Lewis</p> <p>Professional Learning and Technical Support Team</p>

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
Provide required training for county school systems by coordinating and scheduling necessary classes.	Develop and implement new programs that meet new and existing requirements in safety and medical areas. Provide classes at various locations and at times that are most efficient for school personnel that meet these requirements.	Training effectiveness will be documented and student training will be placed in the data base. Numbers of classes and participants will provide measurable results.		Public Service Training – Robbie Bailey, Coordinator/Specialist
Increase the effectiveness of special education programming with an emphasis on achievement gap decreases, on-time high school graduation and college and/or career readiness skills	<p>Conduct monthly collaboration meetings with county special education directors and school administrators</p> <p>Provide support for closing achievement gaps; provide professional learning opportunities aligned with school action plans</p> <p>Implement dropout prevention strategies with monitoring tools</p>	Meeting agendas, evaluations, sign-in sheets, data review, graduation and dropout data	1, 2, 3, 6 1,3,4 1,5	Regional School Support – Teresa Epperley, Specialist
Improve graduation rates and lower the number of drop outs while also increasing student achievement	<p>Collaborate with school leadership teams to provide assistance in creating and implementing targeted intervention for all students who need it to ensure they graduate</p> <p>*Place contracted retired, exemplary educators in each school to connect with at-risk students in an effort to keep them in school</p> <p>*Provide assistance with ongoing school improvement efforts as requested</p>	School action plans; Data from WVZoom and Zoom for educators; running records from graduation coaches; sign-in sheets and copies of handouts from professional learning events and leadership team meetings; school budget worksheet of expenses for Graduation 20/20	1, 2, 3 1, 3, 4 1, 2, 4, 5	Regional School Support Specialist, Teresa Epperley
Facilitate and coordinate evidence based and DHHR approved Substance Abuse and Mental Health training in the RESA 1 counties i.e. SBIRT(Screening, Brief, Intervention and Treatment and YMHFA (Youth Mental Health First Aid)	Coordinate and facilitate regional trainings for identified county staff	Attendance will be documented FY 2015-2016 Data will be collected and provided to the county	1 2,4	Regional School Wellness – Sandy McClung, Specialist

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
Increase the effectiveness of special education programming	<ul style="list-style-type: none"> -Attend all Office of Special Programs Staff meetings and trainings -Conduct monthly collaboration meetings with county Special Education directors -Conduct quarterly meetings with county Pre-K directors Assist counties with reporting, strategic planning, annual desk auditing and monitoring preparation, upon request -Provide opportunities for cooperative purchasing of materials/supplies (i.e., Procedural Safeguards, etc.) to ensure cost-savings for those involved -Provide Nonviolent Crisis Intervention Initial Certifications and Refreshers for all counties of RESA 1 -Provide a site license and training for all RESA 1 counties for an online Functional Behavioral Assessment program to assist in the development of FBAs and Behavioral Intervention Plans 	Agendas, e-mails, sign-in sheets, purchase orders, invoices, status reports and annual reports	1,3,4, 1,2,3,5	Special Education – Greg Bartlett, Director
Provide qualified technology support staff.	Continue to provide technology staff to support implemented technology.	On-going as requested	3,4,6	Technology Services – Shane Radford, Coordinator
Increase and improve implementation of career pathways and integrated education opportunities within AdultEd.	<p>Develop, coordinate and facilitate training workshop opportunities to assist AdultEd students achieve academic and career goals under WIOA.</p> <p>Participate in local sector strategies initiatives.</p>	Student participation will be recorded and tracked in data base and performance measures will be monitored.	1,2,3,5	West Virginia Workplace Education Program – Tina White, CWDP, MSSL
Foundations of Early Literacy Initiative: Improve access to early literacy and increase third grade ELA scores in each Early Literacy school identified.	*Provide support and resources for schools to target early literacy foundational skills, including coaching, modeling of high-yield instructional strategies, and assessment.	Providing Professional Learning Opportunities, ongoing data analysis.	1,2,3 1,2,3,4 1,2,4	Amy Semonco, Regional School Support Specialist

AREA OF SERVICE #4: Installing, maintaining and/or repairing education related technology equipment and software.

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
Continue to increase the availability of broadband connections to student in our service area.	Assist counties and programs with accessing broadband connection opportunities to facilitate anticipated initiatives such as online testing	Increase ABE and SPOKES locations with broadband connections. Assist counties with homebound learning initiatives.	3,4	Technology Services – Shane Radford, Coordinator
Improvement of services to support and maintain broadband connections in schools and support facilities.	Work with State Network Administrators to report chronic vendor problems, streamline request/change orders, and warranty repair procedures for BTOP Cisco routers.	Increase in network uptime and decrease in network errors and outages.	3,4	Technology Services – Shane Radford, Coordinator
Improvement of process for technology work order requests	Usage of OZ work order system. OZ is open to anyone who wishes to request service. The only restrictions on creating an account are from counties.	Decreased response time to work order requests. Increased accuracy and integrity of data and reporting through OZ	3,4	Technology Services – Shane Radford, Coordinator
Prepare for the implementation of new technologies in the classroom	Prepare technicians by using tablets and portable devices with a variety of operating systems to give them hands-on experience. Also provide training on new/current devices as training resources are available	Support for new technologies as they are adopted in classrooms.	4	Technology Services – Shane Radford, Coordinator
Maintain telecommunications support for WVEIS	As Needed	On-going (As Needed)	3,4 5	Technology Services – Shane Radford, Coordinator

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
Update and Maintain the RESA 1 Webpage and research new Webpage software	Continue to support RESA 1 Staff on the Webpage	On-going (As Needed)	3,4	Technology Services – Shane Radford, Coordinator
Provide topically pertinent training for the RESA 1 computer technicians	Ongoing and continual information sharing and cross training. Attend trainings specific to technology in use by counties served.	Collaboration among technicians resulting in greater understanding.	3,4 5	Technology Services – Shane Radford, Coordinator
Provide technical services to insure that all students and faculty have the use of the technology needed to teach and learn	Installing, maintaining and repairing technology equipment & software. Provide special attention to state Twenty- First Century Tools for Schools objectives	RESA 1 database. Monthly and annual reports, submitted to RESA 1 Director	3,4	Technology Services – Shane Radford, Coordinator
Support West Virginia Information System	Installing, maintaining and/or repairing of School Administrative Technology related to the West Virginia Information System	RESA 1 database. Monthly and annual reports, submitted to RESA 1 Director	5	Technology Services – Shane Radford, Coordinator
Increase server software support and use of new Microsoft System Center	Implementing a strategy for efficient client management, imaging, software distribution, malicious threat removal and inventory management.	Greater involvement in server implementation and support for county schools	3,4 5	Technology Services – Shane Radford, Coordinator
Support West Virginia Education Information System	Provide direction and support of School Technology needs related to the West Virginia Education Information System	On-going (as needed)	1,2,6 5 6	WVEIS – Susie Handy and Deena Tyree, Computer System Operators
Improve the effectiveness of WVABE <i>Adult Education Management Information System (AEMIS)</i> users Statewide	<ul style="list-style-type: none"> - Oversee the continued development of the web-based management information system for Adult Basic Education (AEMIS) – all aspects, including, but not limited to hardware, software and programming - Ensure that AEMIS meets, or exceeds, the NRS Data Quality Certification process and procedures 		3	WVAdultEd Technology Coordinator <i>Louise Miller</i>

AREA OF SERVICE #5: Receiving and administering grants under the provisions of federal and/or state law.

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
Provide oversight of AdultEd grants.	*Prepare annual grant applications for AdultEd Director, Braxton, Pocahontas and Webster, and SPOKES programs. *Monitor and approve all purchase order requests and expenditures.	Completed and submitted grant applications Ledger reports and records of expenses	5	AdultEd – Shawn Cook, Director
Provide oversight in the development of Community School grants.	* Work directly with counties to identify needs and resources	Year-end reports.	1,2 2,3,4 1,2,3	Community Schools – John Kennedy, Coordinator
Elevate the arts and present opportunities to collaborate related art instruction with other subject areas through a STEAM Power WV grant for the arts.	*Recruit schools to participate in the grant initiative *Collaboration with teachers in the conceptualization, design, and implementation phases of the learning activities *Increase student engagement in higher order level learning *Create learning stations where students are enabled to learn by taking advantage of a wide variety of learning strategies and tools.	January 2016 – June 2017 Participation rates from various schools	1,2	Programs Development- Dr. Robin Lewis Professional Learning and Technical Support Team

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
Keep instructional personnel at PST abreast of current and updated educational standards and delivery methods.	Provide in-service training both classroom and on-line as appropriate give the particular subject matter.	Document the performance of instructors and provide remediation as necessary. Place this information in the data base.		Public Service Training – Robbie Bailey, Coordinator/Specialist
Provide first responders with mandated training in Hazardous Materials, fire, rescue and ems disciplines.	Coordinate with the emergency service providers in our service area to identify the training needs and then have PST instructors deliver training classes that meet those needs.	Document that appropriate State and National standards have been met in the training and provide certifications. Place this information in the data base.		Public Service Training – Robbie Bailey, Coordinator/Specialist
Provide training classes that develop new instructors in emergency services that can be certified to teach.	Encourage emergency service agencies to identify worthy candidates for instructor positions and set up instructor training for qualified individuals.	Use state and national criteria to grade the candidates and provide and document candidates that meet the standards		Public Service Training – Billie Trump, Coordinator / Robbie Bailey, Specialist
Technical assistance and submission of grant proposals to support counties in need	On-going research for suitable grants Provide technical assistance to write IZ grant to prevent dropouts	Documentation of communication (emails, phone calls, monthly report logs); provided technical assistance for three grants since July 1, 2015	1, 2, 3 1, 3, 4 1, 2, 4, 5	Regional School Support – Teresa Epperley, Specialist
Provide districts with assistance in grant proposals	Collaborate with county grant-writing committees as necessary and as requested to assist in grant writing that will impact at-risk students	Documentation of meetings, and forms of communication (emails, phone calls, report logs, etc.)	1,2,3 1, 3,4 1,2,4, 5	Regional School Support Specialist – Teresa Epperley
Improve education outcomes for students with disabilities through receiving and administering grants from federal, state or local sources	-Submit annual applications for Federal and State funding to support special education programs in the counties of RESA 1 -Administer and monitor expenditures per the grant objectives -Provide counties with Regional School Support (RS3) Specialists -Conduct an annual RESA-wide needs assessment, prior to completing funding applications, to ensure prioritization of expenditures and assignment of monies	Agendas, e-mails, sign-in sheets, purchase orders, invoices, status reports, annual reports and budget applications	1,3,4 1,2,3,4,5	Special Education – Greg Bartlett, Director

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
Maintain routers and networks utilized for WVEIS, K12 and Adult Ed environments	Install, maintain, troubleshoot and repair network devices including BTOP routers, network switching devices, wireless systems and voice over IP devices.	On-Going as needed/requested	3,4 5	Technology Services – Shane Radford, Coordinator
Deliver Workplace Education Program services	Prepare and monitor annual grant application for WV Workplace Education Program. Develop and deliver WV Workplace Education Program services.	Ongoing and as needed	5	West Virginia Workplace Education Program – Tina White, CWDP, MSSL

AREA OF SERVICE #6: Developing and/or implementing any other programs or services as directed by law or by the State Board of Education.

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
Increase student 21 st century learning skills and knowledge in all the disciplines of social studies and science	<p>*Collaborate with county social studies fair representatives to coordinate the RESA 1 Regional Social Studies Fair</p> <p>*Collaborate with county science fair representatives to coordinate the second annual RESA 1 Regional Science Fair</p> <p>*Face-to-face planning meetings and webinars will be conducted with county coordinators. Technical assistance will be provided to any county in organizing the county fair activities.</p> <p>* RESA 1 Regional Social Studies Fair will be held on March 4, 2017for the six counties.</p> <p>*RESA 1 Regional Science on April 29, 2017</p>	July 1, 2016 – June 30, 2017	1,2	<p>Programs Development- Dr. Robin Lewis</p> <p>Professional Learning and Technical Support Team</p>
Increase student 21 st century learning skills and knowledge in all the disciplines of science	Conduct the RESA 1 Science Bowl in partnership with WVUT at Montgomery, WV with 5 high schools in our area	July 1, 2016 – March 1, 2017	1,2	<p>Programs Development- Dr. Robin Lewis</p> <p>Professional Learning and Technical Support Team</p>
Recognize outstanding educators in the counties of RESA 1.	<p>*Implementation of the Exemplary Educator Program</p> <p>* 2 educators will be selected by a blue ribbon panel of award winning educators for their outstanding contributions in teaching and effectively managing a school. The 2 educators will be recognized in a special event</p>	April 1, 2017 – November 1, 2017	1,2	<p>Programs Development- Dr. Robin Lewis</p> <p>Professional Learning and Technical Support Team</p>
Collaborate with counties to identify need for Principal Mentor Training. Present, facilitate training as need is identified	Present Principal Mentor Training for Principals with 5 years' experience to mentor new principals as requested by Counties	August 1, 2016 – June 30, 2017	1,6	<p>Programs Development- Dr. Robin Lewis</p> <p>Professional Learning and Technical Support Team</p>

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
Organize, facilitate, and chair the RESA/County Professional Development Advisory Council	Conduct semester meetings with relevant topics specific to region and info from WVDE	July 1, 2016 – June 30, 2017	1,2,3,4	Programs Development- Dr. Robin Lewis Professional Learning and Technical Support Team
Organize, facilitate, and chair the RESA/County Professional Development Advisory Council	Conduct semester meetings with relevant topics specific to region and info from WVDE	July 1, 2016 – June 30, 2017	1,2,3,4	Programs Development- Dr. Robin Lewis Professional Learning and Technical Support Team
Work with RESA 1 staff in the role of the RESA 1 Assistance Support Team to work with our RESA 1 low performing schools (as designated by the A-F School Grading System) to provide the technical assistance the schools need in ELA and mathematics	*Participate in meeting with Low Performance Schools to assist in analyzing data to determine strengths, needs, follow up technical assistance	July 2016 through June 30, 2016 Sign In Sheets	1,4,5	Programs Development- Dr. Robin Lewis Professional Learning and Technical Support Team
Provide CPR training and equipment to interested schools to help meet graduation requirements for students	Develop instructional materials that meet the new graduation requirements for CPR	Monitor compliance to the standards by using compliance rosters .		Public Service Training – Robbie Bailey, Coordinator/Specialist
Ensure that PST instructors maintain all credentials for teaching and are kept abreast of new standards and record keeping	Coordinate in-service training that addresses new issues and standards	Monitor the credentials of all PST instructors and maintaining records in the data base		Public Service Training – Robbie Bailey, Coordinator/Specialist

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
Facilitate academic competitions to encourage student motivation and achievement	Facilitate student participation in the following: Business Plan Competition	Student registration and participation	2,6 1	Regional School Support – Teresa Epperley, Specialist
Improve the status of the WVDE Annual Progress Performance Report	Assist the Office of Special Programs with data collection and reporting on the 20 indicators of the report. Areas: Early Intervention (3 Indicators) Student Achievement (3 Indicators) Ethnicity/Disproportionality (2 Indicators) Parent Involvement (1 Indicator) Graduation/Drop-Out/Transition (4 Indicators) Compliance (7 Indicators)	Agendas, e-mails, sign-in sheets, purchase orders, invoices, status reports, annual reports and budget applications	1,2,3,4,5 1,2,3,4,5	Special Education – Greg Bartlett, Director
Provide technology staff and maintain networks utilized for WVEIS, K12 and Adult Ed environments	Provide technology staff to install, maintain, troubleshoot and repair technology.	On-Going as needed/requested	3,4 5	Technology Services – Shane Radford, Coordinator
Deliver Workplace Education Program services	Prepare and monitor annual grant application for WV Workplace Education Program. Develop and deliver WV Workplace Education Program services.	Ongoing and as needed		West Virginia Workplace Education Program – Tina White, CWDP, MSSL
Maintain WVEIS Support Write and Maintain Sequel Queries to assist all Administrators	Provide Training and Telephone Support and Remote solutions when possible *Provide WVEIS Data to implement programs	On-Going and as needed/requested	1,6 5	WVEIS – Susie Handy and Deena Tyree, Computer System Operators

Participate with WVDE/WVEIS Staff	Bi-Monthly WVDE/WVEIS Conference Calls and Webinars as convened by WVDE	Documentation of meeting Agenda and Notes	1,2,4,6 5 5	WVEIS – Susie Handy and Deena Tyree, Computer System Operators
Participate with WVDE/WVEIS Staff at Summer & Winter WVEIS Data Conferences	WVDE, all RESA WVEIS Staff, County Staff and school end-users convene for informational sessions and sharing of ideas	Documentation of meeting Agenda and Notes	1,2,4,6 5 5	WVEIS – Susie Handy and Deena Tyree, Computer System Operators

RESA 1 AREA OF MAJOR EMPHASIS FOR 2016-17: Graduation 20/20

Measurable Objectives	Action Plan/Activities	Progress/Evaluation Outcome(s)	WVBE Priority	Program/Person Responsible
Provide training to school staff to enable them to deliver required programs for graduation	Identify qualified and interested parties in the school system and set up instructor classes that meet their needs	Monitor outcomes of training and provide qualified candidates support for service delivery. Ensure candidates meet requirements for certifications and document the same.		Public Service Training – Robbie Bailey, Coordinator/Specialist
Increase graduation rates while simultaneously decreasing dropout numbers, especially within the special education population	<p>Provide guidance and technical assistance to identified schools in areas including, but not limited to, the following:</p> <ul style="list-style-type: none"> • Creating school and community awareness • Analyzing data • Selecting a target area according to data • Creating a school action plan • Beginning implementation of action plan • Providing professional learning opportunities • Implementing best practices <p>Monitor for success; adjust, plan, and implement accordingly</p>	<ul style="list-style-type: none"> • Bright Bytes, WV Zoom and WV Zoom data using the core data tool • Report logs documenting work with schools • Communication documentation • Agendas, sign-in sheets <p>Ongoing</p>	<p>1,2,3,6 1,3,4 1,4,5</p>	Regional School Support – Teresa Epperley, Specialist
Provide any level of technology related support needed to support the Graduation 20/20 initiative.	Provide any level of technology related support needed to support the Graduation 20/20 initiative.	On-Going as needed/requested		Technology Services – Shane Radford, Coordinator
Provide any level of support needed to support the Graduation 20/20 initiative.	Provide any level of related support needed for Graduation Coaches to support the Graduation 20/20 initiative.	On-Going as needed/requested	<p>1,2,6 5</p>	WVEIS – Susie Handy and Deena Tyree, Computer System Operators



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