

RESA-I STATUS REPORT	
PROGRAM:	Adolescent Health Initiative
DATE:	May 2017
STAFF:	Selina Vickers, Adolescent Health Initiative Coordinator
FUNDING SOURCE:	State and Federal

AREA: Adolescent Well Visits		
ACTIVITIES	POPULATION SERVED	COMMENTS
Webinar with School Based Health Staff	State	Presented to WV School Based Health staff via Webinar on the results of a WV survey of adolescents and parents about "teen friendly" clinics and national research on this subject. (20 people live + archived)
Adolescent Health Forum	Summers Co	Coordinated the presentation of information on the importance, benefits and incentives of receiving an adolescent wellness exam. (6 students + 15 adults)

AREA: Immunizations		
ACTIVITIES	POPULATION SERVED	COMMENTS
Adolescent Health Forum	Summers Co	Coordinated the presentation of information on the importance of and how to receive HPV and other immunizations . (6 students + 15 adults)

AREA: Bullying Prevention		
ACTIVITIES	POPULATION SERVED	COMMENTS
Adolescent Health Forum	Summers	Coordinated the presentation of information on internet safety and bullying prevention (6 students + 15 adults)
FLASH Grad Class	State	Instructor of record for 15 teachers, counselor or nurses that completed a FLASH Grad Class which is a Comprehensive Sex Ed curriculum with outcomes of bullying and sexual assault prevention. (15)
Community Town Hall	Raleigh	Community Town Hall on CSE outcomes, including bullying and sexual assault prevention and internet safety. (55)
Out In The South	RESA 1	Participated in a LGBTQIA forum with a mix of high school students and adults. Issues discussed were bullying, lack of health care, lack of inclusive sex ed, concerns regarding work and housing discrimination. Offered information and resources on issues discussed. (40)

AREA: Nutrition and Increased Physical Activity		
ACTIVITIES	POPULATION SERVED	COMMENTS
Adolescent Health Forum	Summers	Presented information on the importance of good nutrition to improve nutrition. Sampled mango. All 6 youth tried Mango, some for the first time. (6 students + 15 adults)
Mullens Elementary School	Wyoming	Nutrition education through educating on the benefits of and sampling various fruits and vegetables at a school expo with the goal of increased nutrition. Also discussed benefits of drinking water over sugary alternatives. Sampled infused water. (207 youth + 15 adults)

RESA-I STATUS REPORT	
PROGRAM:	Adult Basic Education Technology Coordination West Virginia
DATE:	
STAFF:	Louise Miller, Technology Coordinator
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> <ol style="list-style-type: none"> 1. General maintenance of error messages 2. Updates to AEMIS2 3. Updates to current AEMIS to comply with WIOA 	<p>WV Adult Education (WVAdultEd) Instructors / Administrators Statewide</p>	<p>Contract with <i>Strictly Business</i>, to maintain and continue development</p>
<p>Provide Technical Assistance to WVAdultEd Instructors statewide upon request</p> <ol style="list-style-type: none"> 1. Program Improvement 2. Misc. Calls / E-mails 3. Reset Passwords 4. Activate User Profiles 5. Create / Update Classes 6. Create Users 	<p>WV Adult Education (WVAdultEd) Instructors / Administrators Statewide</p>	

AREA: Professional Development Provided		
ACTIVITIES	POPULATION SERVED	COMMENTS

AREA: Professional Development Attended		
ACTIVITIES	POPULATION SERVED	COMMENTS

AREA: Misc		
ACTIVITIES	POPULATION SERVED	COMMENTS

RESA-I STATUS REPORT	
PROGRAM:	Adult Education & Spokes
DATE:	May 31, 2017
STAFF:	Shawn Cook, Director, Nancy Beitz, Secretary Teachers - Peter Minogue, Denise Adkins, Sandra Adkins, Carmella Browning, Jared Cantrell, Tammy Judy, Helena Ellis, Teresa Godwin, Melanie Hayslette, Julia Williams, Rebecca Taylor, Joy Walker, Tina White
FUNDING SOURCE:	State and Federal

AREA: Adult Education Coordination and Administration		
ACTIVITIES	POPULATION SERVED	COMMENTS
Program administration, including: • Review of AEMIS • Process leave and timesheets, budgets for AdultEd classes. • Monitored budgets, prepared requisitions in WEVIS, coded invoices for payment. • Reviewed budgets and transaction reports.	Braxton Monroe Pocahontas Webster Wyoming All Spokes	
Provided photographer for Raleigh AdultEd graduation		
Attended WBD executive committee meeting and year end board meeting		
Conducted AEMIS review with all RESA AdultEd instructors Also reviewed MOC AEMIS		
Worked with TIS Rebecca Metzger to prioritize visits		
Provided resource material to AdultED teachers		
State staff skype meeting		
Substituted in Spokes class (11)		
Conferred with Carol Bailey re McDowell CCS improvement plan		
Inventoried supplies		
Facilitated CPR train the trainer for Spokes programs		

AREA: Program Visits & Work with Programs		
ACTIVITIES	POPULATION SERVED	COMMENTS Visits YTD
	Anthony Correctional Center	
	Braxton AdultEd	2
	Denmar/GBC	2
	Fayette AdultEd	
	Fayette Spokes	2
	Greenbrier AdultEd	2
	Greenbrier Spokes	
Worked with instructor to set up classroom 22	McDowell AdultEd	15
	McDowell Spokes	8
Met with Bluefield instructor to consider potential new class sites 24 Attended adultEd graduation 26 Provided tech training resources to students	Mercer AdultEd	10
	Monroe AdultEd	6

Attended MOCC advisory 4	MOCC OIEP	2
	Nicholas FRF	5
	Nicholas Spokes	
	Pocahontas AdultEd /Spokes	7
Assisted with graduation 4	Raleigh AdultEd	7
	Raleigh Spokes	2
	SR J	
	CRJ	
	SCC-CCS	8
Attended Resource Fair 3	Summers Lamp/Spokes	4
	Webster AdultEd / Spokes	3
Worked with TIS and Wyoming instructor 9 Resources to DRC program 15	Wyoming AdultEd /Spokes	12

AREA: Spokes Programs		
ACTIVITIES	POPULATION SERVED	COMMENTS
Braxton: Heather Tharp <ul style="list-style-type: none"> • HSE Testing May 9 • Attended 2-day CPR Training/First Aid/AED (RESA 1) • May 15th Held CPR Class (certified 15 students) with Chris Stewart from WVU/Mining Academy Instructor • May 19 attended Technology Workshop RESA 1 • May 30 Rebecca Metzger visited BALC (updates, IC3, Gmetrix, etc) • 2 students completed TRA • 2 students passed HSE • 2 students had interviews • 4 students obtained jobs • 3 students completed CFVV exploration activity • 1 WV Welcome Certificate 		
Fayette: Rebecca Taylor <ul style="list-style-type: none"> • Attended 2-Day Training in CPR/First Aid/AED (Trainer Workshop) • 1 Job Interview • 3 WV Welcome Certificates • 2 FEMA Certificates • 3 Customer Service 1 Certificates • 1 IC3 Key Applications Certificate • 1 Obtained Employment 		
Greenbrier: Teresa Godwin & Tina White <ul style="list-style-type: none"> • 1 Customer Service Part 1 Certificate • 2 FEMA Certificates • 3 Job interviews • 1 West Virginia Welcome Certificate • Established contact with Tammy Ketchem, Legal Aid of WV for future class visits. • 2 Spoke to Sarah Hawkins in regard to Disaster Relief jobs in WSS 		
McDowell: Cantrell & Walker <ul style="list-style-type: none"> • 2 Students Obtained Employment • 3 FEMA Certificates • 3 Students Graduated from C.N.A. • 3 Students completed all 12 KISRA workshops • 1 Student Obtained HSE • 2 Job Interviews 		

<p>Nicholas: Sandra Adkins</p> <ul style="list-style-type: none"> • 1 Silver National Career Readiness Certificate • 1 Gold National Career Readiness Certificate • 1 Core Skills Mastery High Performance Certificate • Attended 2-day CPR/First Aid Train the Trainer Workshop • Participated in Online TRA Webinar about new platform • WVU Extension Service Lauren Weatherford – How Not to Marry a Jerky Person • 3 completed 1st semester of college! • Attended Nursing Assistant Career Pathway Graduation (2 SPOKES students) • 2 job interviews • 1 student obtained employment • 2 WV Welcome Certificates • 1 Computer Essentials – Gold Level • 1 FEMA Certificate 	
<p>Pocahontas: Williams & White</p> <ul style="list-style-type: none"> • 1 Gold in Computer Essentials Living on Line • 1 A Game Certified • Participation in Local Fish Bowl Grant • 1 passed all parts of TASC • Trip to One Room University • Attended 2 day CPR/First Aid Training • Certified in CPR/First Aid • Attended Tech Workshop • Attended Additional Makey Makey training • Participated in TASC/TRA Webinar • 2 WV Welcome Classes • 2 Job Interviews • 2 Obtained Employment 	
<p>Raleigh: Ellis</p> <ul style="list-style-type: none"> • Instructor attended/ participated in Raleigh County AdultEd Graduation Ceremony (May 4) • WVU Extension Service-Brandi Cook-2 Nutrition Presentations • KISRA-Bonita Mitchell, Instructor-4 Relationship Presentations • 1 student earned KISRA certificate (Relationships) • 3 Gold Computer Essentials Certificates • 1 Silver Computer Essentials Certificate • 16 GCFLearnFree Certificates (Computer Skills) • 8 job interviews • 4 students employed (Lowe's, Bojangles, Jan Care/Raleigh General Hospital, Mc Donald's) • 15 FEMA certificates • 1 student tested for USPS job (87.6%) • 2 Customer Service Part 1 Certificates • 2 Customer Service Part 2 Certificates 	
<p>Summers: Browning & Walker</p> <ul style="list-style-type: none"> • Job Fair held in Summers County • 1 student job shadowed Summers Co. High School Math teacher • 1 Fafsa completed • 2 students earned IC3 Computing Fundamentals Certification • 4 Student Completed KISRA's Healthy Relationships training • Students began KISRA's Financial Planning seminar • 4 students earned Parenting certificate after completing Parenting modules • New River CTC Rep. Amanda Sears met with class 	

<ul style="list-style-type: none"> • Legal Aid Attorney and Paralegal spoke with class. • 1 student had Job Interview at Pipestem • 3 students met with Rep. From the New Opportunity School for Women and enrolled in the program. 	
<p>Webster: Melanie Hayslette</p> <ul style="list-style-type: none"> • 5/19 Attended Tech Training • 5/25 Met with Lori Lewis (Career Connections) • 5/30 Attended Resource Fair at Hacker Valley Grade School • 1 student received a car from Good News Garage • 1 student earned CDL License • 3 College and Career Activities • 5 Job Interviews • 1 student gained employment • 1 WV Welcome Certificate • 4 students took TRA • 2 students passed TRA • 1 student Customer Service Part 1 Certified • 14 FEMA Certificates • 1 student filled out FAFSA • 1 student enrolled in NRCTC 	

Career Development Consultant Reporting Form

Name: Joy Walker

Date: May 31,2017

	Student	YTD	
Activity	# Participating	# Participating	Comments
Resumes Updated	6		
Student Credentials			
• CPR/First Aid			
• Food Handlers			
• Other	1		
Career Exploration Activity	7		
Students Obtaining Employment	4		
Job Fairs	2		
Guest Speakers			
Resource Fair			
Facilitated Monthly Programs			
• New Parents – Wyoming Co.			
• Other			
Follow-up			
Job Shadow-CDC Training			
Trainings Attended	1		
DHHR Meetings	2		
Substitute Days			
Employer Contacts	20		

Adult Ed and SPOKES News



Spokes staff train with RESA 1 Public Service Trainers to obtain certification to redeliver CPR and first aid training to Spokes and AdultEd students.

McDowell Spokes, McDowell AdultEd and Catholic Charities AdultEd



McDowell County Career and Technical Center recently held a graduation ceremony for students enrolled in their Spring CNA program. Eleven of the students who completed the program initially began their studies in an Adult Education CNA Bridge Fast Track program offered by Catholic Charities of West Virginia and the McDowell County Adult Education Program. The programs collaborated with McDowell County SPOKES and DHHR to feed students into the program and help with costs. During the ceremony, Instructor Francis Bivens (pictured left back row) recognized four of the former CNA bridge participants, Tyler Simpson,

Nicole Jarvis, Christopher Compton, and Kimberly Blankenship for being accepted into the upcoming Licensed Practical Nurse class beginning in August. The graduates will take their certification exams in June at the Beckley Academy of Careers and Technology.

Nicholas SPOKES



SPOKES students practiced their problem solving and teamwork skills by taking on the “Cup Stack Challenge”. students have 6 cups, one rubber band, 3 pieces of string. They must use these to stack the 6 cups into a pyramid without touching the cups with their hands. A debriefing done after the activity helps students to see the ways in which they interacted. They shared ideas willingly, tried a solution that did not work but ultimately lead them to a solution. Later students played Code Monkey Island, which is an introductory game to coding skills. Students must make decisions on which card is better for them to use. Cards have statements involving IF, AND, THEN which are common in learning coding. Students have to evaluate the result of the command to see if one card is more advantageous versus



The and tools the Each

another. What seems like a simple game actually engages critical thinking skills and introduces coding.



On Tuesday, May 23, 2017, the Family Learning Center honored the 17 graduates of their first Nursing Assistant Career Pathway program. Community response was overwhelming to be a part of this class that combined 40-hours of soft job skills and workplace academics with the required 120-hour Nursing Assistant course. It was a unique arrangement that Family Learning Center David Smith worked hard to coordinate. Many community partners contributed to the success of the program, from Webster Nursing and Rehabilitation Center, to Summersville Regional Medical

Center, to RESA 1, to individuals who donated equipment. Jennifer Holcomb, Career Pathway Instructor, developed and taught the 40-hours of soft job skills and workplace academics. Michele Robinson, B.S.N. and Fayette Institute of Technology LPN Instructor, taught the 120-hour NA course. Clinical hours were completed at Webster Nursing and Rehabilitation Center in Cowen WV. Two of the seventeen who completed the program were SPOKES students. Currently about 50% of the students are working or in process of starting work. Their last hurdle is there licensing test scheduled for June. Good luck ladies!

RALEIGH SPOKES: Dream of HSE now a reality

Students pass TASC while attending SPOKES

By: Helena Ellis, SPOKES Instructor

Brittany, Jessica, and Felisha attended SPOKES during the same time period and passed the TASC. They walked the stage during the Adult Education Graduation Ceremony held on May 4, 2017 at Erma Byrd Higher Education Center at Beaver, WV and received an achievement certificate presented by Tammy Toney, Adult Education Teacher.

Family members attended the ceremony and celebrated this happy occasion with the grads. This event was significant because they reached a personal goal, were a positive role model to their own children, and increased their options for better jobs and/or continuing their education and training.



Graduate Brittney Dove, Brittney's mother (right) and her two children (front)



Graduate Jessica Mitchell, friend, and her three daughters



Graduate Felisha Scott and mother

RESA-I STATUS REPORT	
PROGRAM:	Assessment
DATE:	
STAFF:	Samuel Smith, Assessment Specialist
FUNDING SOURCE:	TANF

AREA: 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 counties in timely, efficient manner.	DHHR Clients, WV Works Dept., SPOKES students	
Administered Emotional Health Inventory and Learning Needs Screening.	DHHR Clients, WV Works Dept., SPOKES students	
Administered WorkKeys Assessments	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:	Graduation 20/20
DATE:	May 2017
STAFF:	Teresa Epperley, Graduation Specialist
FUNDING SOURCE:	State and Federal

AREA: Collaboration		
ACTIVITIES	POPULATION SERVED	COMMENTS
Grant Writing/Research	Students in Monroe County	In collaboration with Monroe County Schools, I have assisted with ideas and research for extending their STEM grant.
Alternative Certification	Summers County Schools	In collaboration with Summers County Schools, I have written a guidance document and created a brochure for their alternative certification candidates to help them through the alt cert process.

AREA: Support and Collaboration		
ACTIVITIES	POPULATION SERVED	COMMENTS
Shady Spring High Graduation 20/20 Leadership Team	5 Team members	Shady Spring High is changing the make-up of their Graduation 20/20 Leadership Team for school year 2017-18. I met with the new team this month to present an overview of the Graduation 20/20 program and to share resources and intervention ideas. This was an excited group of teachers who immediately picked up on some of my suggestions and began making it their own – to fit their school. I look forward to working with this team and to seeing them do some creative and effective things for at-risk students in their school.
Graduation 20/20 Meetings	Team Members and ultimately, at-risk students	Team meetings this month have been a combination of in-school/in-person meetings and some phone meetings. Schools are busy getting ready for closing out their year and getting for graduation. Many schools have stepped up their plan for freshman orientation in an effort to make students feel more like a member of the high school and as a way of encouragement to students to stay in school and graduate. Activities have included mock-graduation assemblies, school and class t-shirt presentations, a full day at the high school to have lunch with the high school students, signing up for sports and clubs, and signing a graduation

		gown and/or cap to symbolize their commitment to graduate.
RESA-I STATUS REPORT		
PROGRAM:	Public Service Training	
DATE:	May 2017	
STAFF:	Robbie Bailey, Coordinator / Shelia Radford, Training Specialist / Sandy McClung, Regional Wellness Specialist	
FUNDING SOURCE:	State	

AREA: CPR		
ACTIVITIES	POPULATION SERVED	COMMENTS
CPR/AED	Braxton	Braxton County Schools
CPR/AED	Monroe	Ballard VFD
Hands Only CPR	Raleigh	Liberty High School
CPR/AED	RESA 1	SPOKES Instructors
CPR Instructor	RESA 1	SPOKES Instructors
CPR/AED	Wyoming	Wyoming East High School
CPR/AED	Raleigh	Raleigh County Schools

AREA: First Aid classes		
ACTIVITIES	POPULATION SERVED	COMMENTS
First Aid	Braxton	Braxton County Schools
First Aid	Monroe	Ballard VFD
First Aid	RESA 1	SPOKES Instructors
First Aid	Raleigh	Raleigh Co Schools

AREA: Fire Classes		
ACTIVITIES	POPULATION SERVED	COMMENTS
Incident Safety Officer	Greenbrier	Clintonville VFD
Incident Safety Officer	Pocahontas	Hillsboro VFD
TIMS	Webster	Cowen VFD
Art of Reading Smoke	Webster	Cowen VFD
Firefighter 1	Monroe	Ballard VFD
HazMat Ops	Monroe	Ballard VFD
EVOC	Greenbrier	Lewisburg VFD
Auto Extrication In-Service	Greenbrier	Alderson VFD
Fire Officer 1	Raleigh	Beaver VFD
Fire Officer 2	Raleigh	Beaver VFD
Ventilation Fire Behavior	Fayette	Fayette Co Fire Weekend
Fire Marshal Topics: Statistics	Fayette	Fayette Co Fire Weekend
High Risk/High Reward	Fayette	Fayette Co Fire Weekend
Why Engine Companies Fail	Fayette	Fayette Co Fire Weekend
RIT Ops	Fayette	Fayette Co Fire Weekend
Dangers of Smoke	Fayette	Fayette Co Fire Weekend
RESA Instructor Class	RESA 1	Fire Instructor

AREA: EMS Classes		
ACTIVITIES	POPULATION SERVED	COMMENTS
RESA Instructor Class	RESA 1	EMT Instructor

AREA: Meetings		
ACTIVITIES	POPULATION SERVED	COMMENTS
PST Coordinator Meeting	State	RESA 5/ Parkersburg

RESA-I STATUS REPORT	
PROGRAM:	Regional School Wellness
DATE:	May 1-31, 2017
STAFF:	Sandy McClung, Specialist
FUNDING SOURCE:	State - WVDE

AREA: ESADD- Elementary Students Against Destructive Decisions		
ACTIVITIES	POPULATION SERVED	COMMENTS
PRESENTED ESADD CURRICULUM TO THIRD GRADE STUDENTS AT COAL CITY ELEMENTARY WITH RALEIGH COUNTY NURSE	RALEIGH	38 STUDENTS 5/17/17
PRESENTED ESADD CURRICULUM TO THIRD GRADE STUDENTS AT BECKLEY ELEMENTARY WITH RALEIGH COUNTY NURSE	RALEIGH	68 STUDENTS 5/18/17
PRESENTED ESADD CURRICULUM TO THIRD GRADE STUDENTS AT GHENT ELEMENTARY WITH RALEIGH COUNTY NURSE	RALEIGH	37 STUDENTS 5/19/17

AREA: OTHER		
ACTIVITIES	POPULATION SERVED	COMMENTS
PROVIDED TOOTHBRUSHES AND ORAL HEALTH INFORMATION TO MERCER COUNTY FOR 1 ST GRADE AND SIXTH GRADE STUDENTS	MERCER	
PROVIDED HERION & OTHER PRESCRIPTION DRUG TOOLKITS TO SUMMERS COUNTY SCHOOL NURSE	SUMMERS	TO BE USED FOR STUDENTS, STAFF AND COMMUNITY

AREA: Physical Activity		
ACTIVITY	POPULATION SERVED	COMMENTS
PROVIDED PROFESSIONAL DEVELOPMENT TO TALCOTT ELEMENTARY-MINDS IN MOTION	SUMMERS	PROVIDED INFORMATION ON SKILLS STATIONS AND VENDOR INFO ON ITEMS NEEDED FOR MINDS IN MOTION

RESA-I STATUS REPORT	
PROGRAM:	Early Literacy
DATE:	May, 2017
STAFF:	Amy Semonco, Regional School Support Specialist
FUNDING SOURCE:	State

AREA: Education & Support		
ACTIVITIES	POPULATION SERVED	COMMENTS
New Principal Meeting	Montcalm Elementary	Met with principal to discuss the program, expectations, and necessary summer trainings. Montcalm Elementary will continue participating in the Campaign for Grade Level Reading next year.
Introductory Meeting	Marshfork Elementary	Met with principal to discuss the program, expectations, and necessary summer trainings. Marshfork Elementary will be participating in the Campaign for Grade Level Reading next year.
Introductory Meeting	Fairdale Elementary	Met with principal to discuss the program, expectations, and necessary summer trainings. Fairdale Elementary will be participating in the Campaign for Grade Level Reading next year. They have already begun to develop a master schedule for next year that includes weekly PLC time and collaborative planning periods.
Leader-In-Me Showcase Day	Cranberry-Prosperity Elementary	Celebrated the Leader-In-Me successes at Cranberry Prosperity Elementary school. Evaluated student progress through student-led data talks.

AREA: Training & Awareness		
ACTIVITIES	POPULATION SERVED	COMMENTS
Campaign for Grade Level Reading Technical Assistance Meeting	RESA 1 counties	Assisted and attended the technical assistance meeting at RESA 1 provided by the state dept.
Early Literacy: Barriers to Literacy	All Early Literacy schools	Provided workshop for teacher cohorts from each early literacy school to evaluate success in the program to date and needs for next school year.

AREA: Collaboration		
ACTIVITIES	POPULATION SERVED	COMMENTS
Data Analysis	Montcalm Elementary	Reviewed preliminary data with teachers and principal at Montcalm Elementary. Discussed changes for next year.

Leadership Team Meeting	Clear Fork Elementary	Attended Leadership Team meeting. Discussed intervention group management schedule for next year. Identified ways to be more successful beginning groups next school year.
Data Collaboration Meeting	Fairdale Elementary	Attended the collaboration meeting at Fairdale discussing successes and needs for improvement from the previous school year.
End-of-Year Review	Hinton Area Elementary	Met with principal to discuss school allocation spending, preliminary data, and needs for next school year.

RESA-I STATUS REPORT	
PROGRAM:	Special Education
DATE:	May 2017
STAFF:	Robert G. Bartlett, Director
FUNDING SOURCE:	State and Federal

AREA: Education and Awareness		
ACTIVITIES	POPULATION SERVED	COMMENTS
Instructional Practices Inventory (IPI) Staff Overview	Straley Elementary (Mercer County)	Presented and Overview of the IPI process to the staff, explaining the data collection process, categories of student engagement and data review procedures. 16 participants
Substitute Teacher Training- Special Education Overview	All RESA 1 Counties	Presented a Special Education Overview for substitute teacher candidates (per Drexel Sammons). 40 participants

AREA: Leadership and Collaboration		
ACTIVITIES	POPULATION SERVED	COMMENTS
Pre-K Spring Collaborative Teams Meeting	All RESA 1 Counties	Hosted the Pre-K Spring Collaborative workshop for the WVDE Office of Early Learning. 16 participants
Crisis Prevention Institute (CPI) Instructor Renewal Training- Enhanced Content	All RESA 1 Counties	Attended Instructor Renewal Training containing Enhanced Content to continue training participants from our six counties.
National Technical Assistance Center for Transition (NTACT), Capacity-Building Institute, Kansas City, MO	All WV Counties	Attended the NTACT Capacity-Building Institute, at the request of Pat Homberg, to plan for transition planning as part of the State's Systemic Improvement Plan (SSIP).

AREA: Leadership and Collaboration		
ACTIVITIES	POPULATION SERVED	COMMENTS
Transition Planning Workshop (Concord University)	All RESA 1 Counties	Participated in a planning workshop as part of a collaborative involving Concord University, RESA 1 Counties, Department of Rehabilitation Services, WVDE, Gear-Up, Upward Bound and RESA, working on transition planning for students beginning in the 9 th grade.

AREA: Leadership and Collaboration		
ACTIVITIES	POPULATION SERVED	COMMENTS

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RESA-I STATUS REPORT	
PROGRAM:	SPOKES – Career Development Consultant (CDC) for Greenbrier, Monroe and Pocahontas (25%)
DATE:	May 2017
STAFF:	Tina White, Career Development Counselor
FUNDING SOURCE:	State and Federal

AREA: Collaboration, Education and Awareness		
ACTIVITIES	POPULATION SERVED	COMMENTS
<ul style="list-style-type: none"> • Continue regular meetings with DHHR caseworkers at the Greenbrier, Pocahontas and Monroe Co DHHR offices to discuss status of current SPOKES students and those in follow-up. • Continue meetings/visits to the Greenbrier, Monroe and Pocahontas Co SPOKES class to follow-up with current students, conduct orientation and develop self-sufficiency plans with new students. • Forward 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 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. • Continue coordinating Big Easy/Enhanced Mock Interviews w/CDC Joy Walker. • Preparing GET-HIRED SPOKES focused professional development session for West Virginia Adult Education Association, Inc. fall conference. 	<p>Greenbrier, Monroe and Pocahontas Co SPOKES</p> <p>Business and industry throughout Greenbrier, Monroe and Pocahontas Co</p>	

RESA-I STATUS REPORT	
PROGRAM:	Technology Services
DATE:	May 2017
STAFF:	Shane Radford, Coordinator
FUNDING SOURCE:	State and Local

AREA: Repair and Installation Services - Individual technician reports for 14 field staff		
ACTIVITIES	POPULATION SERVED	COMMENTS
Kevin Anglin	McDowell County	Installed updates on PC's, troubleshot various PC problems, installed hardware, cloned many PC's, setup a mobile lab, and collected various forms of e-cycle.
Jeremy Ball	Summers County	At Summers County High School, I responded to work orders that include imaging of computers; access controls settings, camera issues, and wireless issues. At Summers Middle Schools, I responded to work orders that include computer imaging, computer repair, wireless issues, and sign issues, and access controls settings. Hinton Area Elementary School, I responded to work orders that include computer imaging, projectors, and access controls. At Jumping Branch Elementary, I responded to work orders that include access controls settings, wireless issues, imaging of computers. At Talcott Elementary School, I responded to work orders that include computer, door systems, and computer repair. At Summers County Board Office, I have worked on day to day issues for the users; access control issues, video issues, imaging computers and sorting thru equipment. The big project is keeping the 1 to 1 computer running, selection a new device for next year. Testing has been the big project this month. I have also been working on the AED, for each of the schools, I replaced the pads and batteries.
Ryan Blankenship	McDowell County	I have spent a lot of time finishing all of the Ipads at Sandy River. I also moved a few projectors/smart tvs and installed a new computer lab at Mount View.
Vince Estep	McDowell County	Delivery of iPads back to their homes after county-wide Apple ID's reset. Collect and store e-cycle. Debug Smart

		TV display, initiated warranty replacement of TV. Install Smarter Balanced testing software on laptops and in labs. Debug Smart TV display connectivity. Replace Smart TV warranty. Removal of Smart Board system for the installment of TV displays. Installation of Smart software for TV displays. Install UPS's for BOE finance. Delivery and set up of new laptops for teachers.
Kenneth Lester	Monroe County	Over the past month we prepared for testing by verifying workstations and resolving any infrastructure issues. Testing via Chromebooks went very well even having almost 2700 active devices on our network did not create an issue. The next month will be filled with Chromebook collections and end of the year activities.
Donald Muncy	Mercer County	Replaced several XP machines for newer machines with Windows 8.1 image on them. Fixed many printer connectivity issues. Assisted Aiden in migrating Bluefield Middle School from BMS domain over to the Mercer domain. Upgraded the image on several computers. Replaced bulbs in smart board projectors. Cleaned out excess equipment from the server room area of Ceres Elementary. Resolved power issues in the new Bretford carts, so all computers get an adequate charge. Helped teachers learn how to use the one drive service from Microsoft.
Walter Newcomb	McDowell County	The 2016-17 Smarter Balanced testing sessions are coming to a close. We are pleased to report that McDowell County is approaching the close of another successful testing season. With that hurdle out of the way, we are moving into the close of the school year and beginning of our summer projects. The reduction occurring in our workforce will be a hindrance to those and future endeavors but, we must endure. As the Summer months approach and we prepare for the upcoming school term we will, as always, provide the utmost care and attention to our Students, Faculty, and Staff.
Nathanial Perry	Raleigh County	I experienced a light amount of general duties. Due to testing and end of year preparations I have spent most my time performing testing support and then began iPad check in. I had one special

		assignment which was live streaming graduation ceremonies. I anticipate the remainder of the month will be similar.
Joshua Prudich	Mercer County	I have moved computers over to the new domain. I have installed new tablets and laptops in school. I have removed malware and viruses. I have replaced bulbs in projectors and hung new projectors and tvs. I Have installed new printers and installed them to the computer labs as well as fixed broken printers.
Justin Prudich	Mercer County	With the end of school nearing I have been keeping up with the teachers and schools admins to make sure everything is running smooth for testing. I have been going to my assigned schools and if needed bouncing to a school with testing issues. We are preparing all the schools for one domain so when we remove the old servers they will not have issues at the beginning of school next year. I have continued my day to day duties of maintenance and repair of computers, servers, wireless, and network equipment.
Aaron Reed	Mercer County	Work on System Center has halted until Pomeroy installs our new servers and re-deploys System Center. My main focus of continuing my work with System Center was to gain a better understanding and use the freedom of trial-and-error before the official installation occurs. Pomeroy is set to install the servers during the summer, but no firm dates have been set. I have begun preliminary work on the installations by creating a checklist of tasks that need to be performed at each site, and will setup two fresh Server 2016 VMs to replace the central servers now running Server 2008 R2. We are going to attempt a new method of printer management by installing the printers to a print server role on each server, then deploy the printers using group policy and Active Directory OUs. An OU will be created for each room in each school, with a printer assigned to each OU. A security group will be created in each room OU that will contain the computers for that room. The sleep mode issue was traced to conflicts between group policy and the Verdiem Surveyor program. I've temporarily set all settings to keep the computers on full time, and will

		readjust the power settings during the summer.
Aiden Vrenna	Mercer County	<p>There was an issue with machines going into sleep mode in the middle of testing, despite a GPO that set the sleep timeout to one hour, and we figured out it was Surveyor, our power management software. Setting the timeout to 'never' for the testing profile failed to help, but somehow setting it to four hours did work. We were all involved in this process, and part of what I did was analyze event logs and the resultant set of policy in areas with issues, in addition to the brainstorming and other attempts we were all making, like other Group Policy changes. Don and I converted all of Bluefield Middle from their standalone domain to mercer.dom, including four desktop labs, all staff machines, and 250 units in mobile labs. Continuing since sometime before Christmas, I get all of the county's devices that other technicians have decided they can't fix or don't have time to fix. Mostly that means locked/corrupted iPads and Asus Transformers with cracked screens, bad keyboards, or driver issues. The high bandwidth in-flow of devices was slightly faster than the out-flow of repaired units, but recently I've been given a little more time to focus on that, so the pile is shrinking at a nice pace.</p>
John Watson	RESA 1	<p>May has been busy with voice pack issues for the end of year testing. With the license expiring at the beginning of the test window and needing reinstalled on many, many, workstations, I hope the vendor does a better job providing software for next year. Windows 10 deployment training and material creation, as well as general support and repair issues were additional activities this month. I wish to express my appreciation for the opportunity to attend the hands on training on the Fluke Networks network infrastructure testing and certification product line.</p>
Joel Weiss	Mercer County	<p>I have been assisting with the upgrade of all of our school door access systems. This will make managing the access control much easier and will help tighten security. I have been monitoring my schools to keep the testing computers running correctly. I replaced some old</p>

		cameras at our maintenance facility and worked on an issue with some of the newer cameras. I have been working with the other technicians to upgrade teacher laptops throughout the county.
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AREA: Training		
ACTIVITIES	POPULATION SERVED	COMMENTS
Technology Staff Meeting and Training	RESA 1 Service Area	RESA 1 Technology staff meet to discuss HB2711 and to discuss Windows 10 Deployment options
HP Warranty Certification	RESA 1 Service Area	HP Warranty certifications updated.
WV State Technology Conference	RESA 1 Service Area	Preparations have been made at counties request for staff members attendance of WVSTC in July
Filtering Demo	RESA 1 Service Area	Attended demonstration of Sonar filtering device in Randolph County.

AREA: Infrastructure Support		
ACTIVITIES	POPULATION SERVED	COMMENTS
ASA Firewall IP Change	Mercer County	Worked with WVDE staff to update outside IP address and reconnect VPN Tunnel
Wireless controller software upgrade	Monroe County	Obtained information required for Extreme wireless controller upgrades.
VLAN configuration	Monroe County	Added additional ports to wireless VLANs at James Monroe High
VM servers not functioning	RESA 1 Service Area	Restored connection to VM servers at two sites.
Julie Voice Pack distribution	Monroe County	Distributed Julie Voice Pack license update via Group Policy.

AREA: Personnel		
ACTIVITIES	POPULATION SERVED	COMMENTS
Notification of resignation	RESA 1 Service Area	Accepted retirement/resignation of RESA1 ITSE

AREA: Special Projects and Activities		
ACTIVITIES	POPULATION SERVED	COMMENTS
RESA Office Support	RESA 1 Office	Provided technical support as needed for all staff and trainings at the RESA 1 Office
SPOKES/ABE Support	RESA 1 SPOKES ABE service area	Provided all levels of technical support for Adult Basic Education and SPOKES classes as needed.

RESA-I STATUS REPORT	
PROGRAM:	West Virginia Workplace Education Program-Statewide (75%)
DATE:	May 2017
STAFF:	Tina M. White, CWDP, MSSL, WV Workplace Education Program
FUNDING SOURCE:	State and Federal

AREA: Collaboration, Education and Awareness		
ACTIVITIES	POPULATION SERVED	COMMENTS
<p>WVAdultEd State Face-to-Face and Skype Staff Meeting – Participate in WVAdultEd State Staff Skype Meeting; next meeting Wednesday, June 7, 2017.</p> <p>WVAdultEd State Professional Development (PD) Team – Meeting with WVAdultEd State Staff PD Team to share in discussion of direction of PD on Thursday, June 1, 2017 at RESA 3 in Charleston. Met in Wheeling for development of workshop session(s) to be delivered at the West Virginia Adult Education Association, Inc fall conference.</p> <p>WVAdultEd Grant Application Review Team – Participated on WVAdultEd Grant Application Review Team on Wednesday, May 3, and Thursday, May 11, 2017 in Charleston.</p> <p>West Virginia Adult Education Association, Inc. (WVAEA) – Participating on WVAEA Conference Committee; attending conference planning meeting in Parkersburg at RESA 5 on Friday, June 2, 2017.</p> <p>WVAdultEd Monitoring Review Team – Participated on the WVAdultEd Monitoring Review Team for Hancock and Brooke Co on May 16 & 17, 2017.</p> <p>Region 1 Opportunities in Action WIOA regional partnership team/meetings – Continue participation with the Region 1 Opportunities in Action regional partnership team; streamlining the regional referral process; coordination and plans for next regional information session; next meeting date Thursday, June 8, 2017.</p> <p>Region 1 Workforce Development Board (R1 WDB)/Workforce Center staff – Continuing professional development training for Region 1 WorkForce West Virginia Career Center staff; next training TBD. Participated on Region 1 WDB Evaluation Committee for One-Stop Operator proposal review; held second review on Friday, May 12, 2017.</p> <p>WV Department of Rehabilitation Services (DRS) – Coordinated professional development training with DRS Regional Director, Jeanette Ratcliffe, for regional DRS staff; coordinated workshops sessions throughout</p>	<p>Business and industry, agencies and organizations state-wide.</p>	

<p>December 2017, next session to be held Monday, July 31, 2017.</p> <p>Sector Strategies Building Industry-Driven Partnerships Meeting – Participating on Sector Strategies team to collaborate with regional resources to identify the major sectors/industries within our service area for designing, supporting and carrying out comprehensive career pathways systems.</p> <p>New River Community and Technical College (NRCTC), Beckley, Lewisburg, Ghent and Summersville, WV – Continuing training initiatives in collaboration with NRCTC; working with Gloria Kincaid at Summersville Campus on training project.</p> <p>Brake Supply, Brake Supply DBS – Continuing assisting with Lean Manufacturing training; unable to deliver. Serving as liaison to coordinate training through RCBI and determine if any grant funding is available to assist through the Governor’s Guarantee WorkForce Program.</p> <p>WV Workplace Education Program Services – Continue sharing, delivering, facilitating and servicing WV employers through the WV Workplace Education Program offering essential skills training as requested and required, with employers such as, Raleigh County Commission on Aging, Department of Rehabilitation Services, BSS Downard, Brake Supply Company, Custard Stand, etc. Developed training plan and workshop sessions for The Custard Stand in customer service excellence; developing schedule delivery at their various locations to be delivered in June & July, 2017.</p> <p>Mercer County Workforce WV Career Center Partner Meeting – Attend monthly Career Center Partner Meetings.</p> <p>Snowshoe Career Center Partner Meetings – Attend Pocahontas County/Snowshoe Career Center Partner Meetings/Continue coordinating training for Pocahontas County area to be delivered at the Snowshoe Career Center.</p> <p>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, and FPC Alderson.</p> <p>Bureau of Prisons (BOP)/Federal Correctional Institution (FCI) Bring Your A Game Training – Continue assistance w/<i>Bring Your A Game</i> classes for upcoming parolees at FPC Alderson, and FCIs Beckley and Welch.</p> <p>Invoicing – Initiate invoicing for business and industry for services rendered.</p>		

RESA-I STATUS REPORT	
PROGRAM:	WVEIS
DATE:	May 2017
STAFF:	Deena Tyree, Computer Operator / Susan Handy, Computer Operator
FUNDING SOURCE:	State

AREA: DAILY BACKUPS, PROGRAM UPDATES, MONTHLY SAVES AND AS400 MAINTENANCE		
ACTIVITIES	POPULATION SERVED	COMMENTS
Backups/Extra System Saves	All Counties	31 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	Frontier failures in McDowell. Suddenlink failures in Mercer, Monroe, Raleigh and Summers. Shentel in Wyoming.
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, WVEIS Wow and Portal.

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

AREA: IN-HOUSE DATA PROCESSING

ACTIVITIES	POPULATION SERVED	COMMENTS
Query Design	All Counties	Designed FMS, EMS, FAS, HMS and SMS Queries for all counties utilizing both IBM and Sequel Queries.
Database Maintenance and Development	All Counties	Printed mailing labels, student transcripts and transcript labels for schools in Raleigh 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.

AREA: WVEIS		
ACTIVITIES	POPULATION SERVED	COMMENTS
Set up New Users and User Assignments as requested. Deleted User ID's and Assignments as requested. Added FY18 Assignments as requested for next year student scheduling.	Mercer	Reset passwords as requested and assisted users as needed. Assisted administrators and teachers with access to Educator Evaluation System on WOW. Assisted WVEIS County Contact with issues regarding student data and with end-of-year reporting submissions. Assisted schools with FY18 Student Scheduling.
Set up New Users and User Assignments as requested. Deleted User ID's and Assignments as requested. Added FY18 Assignments as requested for next year student scheduling.	Monroe	Reset passwords as requested and assisted users as needed. Assisted administrators and teachers with access to Educator Evaluation System on WOW. Assisted WVEIS County Contact with issues regarding student data and with end-of-year reporting submissions. Assisted schools with FY18 Student Scheduling.
Set up New Users and User Assignments as requested. Deleted User ID's and Assignments as requested. Added FY18 Assignments as requested for next year student scheduling.	McDowell	Reset passwords as requested and assisted users as needed. Assisted administrators and teachers with access to Educator Evaluation System on WOW. Assisted WVEIS County Contact with issues regarding student data and with end-of-year reporting submissions. Conducted student scheduling session with elementary schools at the Phoenix Center and assisted all other schools with FY18 Student Scheduling.
Set up New Users and User Assignments as requested. Deleted User ID's and Assignments as	Raleigh	Reset passwords as requested and assisted users as needed. Assisted administrators and teachers with access

<p>requested. Added FY18 Assignments as requested for next year student scheduling.</p>		<p>to Educator Evaluation System on WOW. Assisted WVEIS County Contact with issues regarding student data and with end-of-year reporting submissions. Assisted schools with FY18 Student Scheduling.</p>
<p>Set up New Users and User Assignments as requested. Deleted User ID's and Assignments as requested. Added FY18 Assignments as requested for next year student scheduling.</p>	<p>Summers</p>	<p>Reset passwords as requested and assisted users as needed. Assisted administrators and teachers with access to Educator Evaluation System on WOW. Assisted WVEIS County Contact with issues regarding student data and with end-of-year reporting submissions. Assisted schools with FY18 Student Scheduling.</p>
<p>Set up New Users and User Assignments as requested. Deleted User ID's and Assignments as requested. Added FY18 Assignments as requested for next year student scheduling.</p>	<p>Wyoming</p>	<p>Reset passwords as requested and assisted users as needed. Assisted administrators and teachers with access to Educator Evaluation System on WOW. Assisted WVEIS County Contact with issues regarding student data and with end-of-year reporting submissions. Assisted schools with FY18 Student Scheduling.</p>
<p>Deena & Susie participated in four WVEIS RESA Staff calls with WVDE Data Management & Analysis personnel.</p>		