ANNUAL REPORT

2012-2013

Regional Education
Service Agencies

RESA

• *one* •

A powerful engine for education
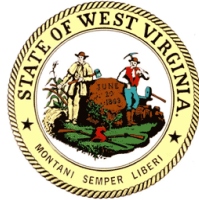
INTRODUCTION

AREAS OF SERVICE

CONTACT INFORMATION

West Virginia Board of Education

L. Wade Linger Jr., President,
Gayle C. Manchin, Vice-President
Robert W. Dunlevy, Secretary
Dr. William M. White
Michael I. Green
Lloyd G. Jackson II
Mr. Thomas Campbell, Member
Ms. Tina H. Combs, Member

EX OFFICIO MEMBERS

Dr. Paul L. Hill
Chancellor, West Virginia Higher Education Policy Commission

James Skidmore
Chancellor, West Virginia Council for Community and Technical College
Education

Dr. James B. Phares, State Superintendent of Schools
State Superintendent of Schools

GL⬤BAL21
Students deserve it • The world demands it

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 word through the programs, services and offerings of West Virginia's thorough, efficient, safe and nurturing education system.

STRATEGIC GOALS

Goal 1: All students shall master or exceed grade level educational standards.

Goal 2: All students shall receive a seamless pre-kindergarten through twenty curriculum designed and delivered with broad stakeholder involvement to promote lifelong learning.

Goal 3: All students and school personnel shall develop and promote responsibility, citizenship, strong character and healthy living.

Goal 4: All students shall be educated in school systems that operate and deliver services efficiently and effectively.

Goal 5: All students shall be educated by highly qualified personnel.

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.

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REGIONAL COUNCIL 2012 - 2013

McDowell County
Nelson Spencer, Superintendent
Michael Callaway, Board Member

Mercer County
Dr. Deborah Akers, Chair, Superintendent
Edward "Ted" Gillespie, Board Member

Monroe County
Joetta Basile, Superintendent
Danny Lively, Board Member

Raleigh County
Jim Brown, Superintendent
Cynthia Jafary, Board Member

Summers County
Vicki Hinerman, Vice Chair, Superintendent
Dr. Deborah D. Clark, Board Member
Dr. Sarah Brown, Chief Instructional Leader

Wyoming County
Frank Blackwell, Superintendent
Mike Davis, Board Member
Jeanette "Jeanie" Graham, Teacher

Higher Education
Dr. Kathy Liptak, Concord University
Dr. Elizabeth Steenken, Bluefield State College

West Virginia Department of Education
Dr. Kathy D'Antoni
Assistant State Superintendent

*Regional Education
Service Agencies*

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MISSION STATEMENT

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

VISION STATEMENT

To serve the educational needs
of the total community.

| **Program Title:** | **Adult Basic Education Technology** |

Contact Person:	Louise Miller, ABE Technology Coordinator
	(304) 256-4712, ext. 1122
	Email: lbmiller@access.k12.wv.us

Program Purpose: To provide and coordinate training and support for ABE programs statewide in the use and implementation of the **A**dult **E**ducation **M**anagement **I**nformation **S**ystem better known as **AEMIS**. AEMIS is a web-enabled management information system (MIS) developed to meet the individual needs of WV's ABE program, while meeting the guidelines of the National Reporting System.

The program goal is to ensure that AEMIS meets, or exceeds, the NRS Data Quality Certification process and procedures by assisting local programs in:

- Providing technical assistance via e-mail, phone, and on-site
- Developing and coordinating professional development workshops on how to utilize AEMIS
  - Logging data
  - Utilizing reports for program improvement (i.e. data driven decision making)
- Providing targeted technical assistance in the areas of AEMIS data entry

Main Program Responsibility:

1. 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
2. Ensure that AEMIS meets, or exceeds, the NRS Data Quality Certification process and procedures
3. Provide and coordinate training, support and technical assistance for AEMIS

Major Accomplishments:
- Updated / revised AEMIS4U, placing this workshop online via Moodle
  This workshop focuses on how to complete the student profile for AEMIS data entry in relation to the National Reporting System
- Updated and distributed the *AEMIS User's Guide via* *http://www.wvabe.org*
- Provided and/or coordinated professional development to ABE personnel statewide regarding AEMIS, NRS and technology

Personnel Supported:

Louise Miller, ABE Technology Coordinator; Debbie Walker, Secretary

Program Title: **Adult Basic Education Coordination**

Contact Person: Shawn Cook, Coordinator
(304) 256-4712, ext. 1117
Email: shcook@access.k12.wv.us

Program Purpose: Provide/coordinate training and support for ABE programs in a 12 county area. My goal is to enable adult learners to be literate, productive, and successful in the workplace, home, and community by delivering responsive adult education programs and services. I provide direct supervision of Adult Basic Education programs in four counties and direct supervision of seven Spokes programs operating in eleven counties. Direct services to ABE programs include: conducting needs assessments and program assessment, establishing and supporting ABE and Spokes programs, participation in advisory councils, teacher mentoring, assistance in grant writing, coordination and facilitation of professional development for ABE certification, and for program improvement, providing GED exam services (five counties) and, GED scholarship fund (for examinees in need)

Major Accomplishments:

- Provided direct supervision for 11 Spokes programs and 3 ABE programs
- Facilitated GED testing in Greenbrier, Monroe, Summers, Raleigh, Pocahontas and Mercer Counties
- Provided mentoring and professional development to ABE program
- Coordinated the signing of a transition collaboration agreement between 12 ABE programs and New River Community & Technical College
- Facilitated staff development for Spokes and ABE programs
- The AEC worked with developing programs in McDowell County.
- As part of a WVDOE audit team, the AEC worked with Braxton and McDowell County ABE programs, resulting in improved performance profiles.

Personnel Supported:

Shawn Cook, ABE Coordinator; Nancy Shannon, Secretary
ABE and/or Spokes Instructors: Helena Ellis, Melanie Hayslette, Ted Davis, Sandra Adkins, Carmella Browning, Jared Cantrell, Shelia Radford, Melissa Jacobs, Teresa Godwin, Vanessa Clay, Susan Leggett, Rachel Garringer, Mary Gladwell, Shalom Tazewell
Career Development Consultants: Joy Walker, Tiffanie O'Brien

Program Title: **Assessment Services**

Contact Person: Samuel Smith
                           (304) 256-4712, ext. 1106
                           Email: sam.smith@access.k12.wv.us

Program Purpose:

- To provide testing and evaluation services to the Department of Health and Human Resources-West Virginia Works Division.
- To serve SPOKES classes and ABE classrooms in 13 counties and provide aid to other specialists in the state.
- To assess for entry-level education levels and administer skill level tests.

Major Accomplishments:

- TABE administered to 485 clients and results returned to local DHHR office of county tested
- WorkKeys administered to 130 SPOKES participants
- Learning Needs Screening Assessment administered to 599 clients and results evaluated and returned to DHHR individual workers
- Emotional Health Inventory administered to 596 clients and recommendations returned to DHHR individual workers

Personnel Supported:

- Samuel Smith, Assessment Specialist; Debbie Walker, Secretary

Program Title: **Medicaid**

Contact Person: Jamie Bailey, Medicaid Specialist
(304) 256-4712, ext. 1105
Email: jmdbaile@access.k12.wv.us

Program Purpose: To assist counties in electronic billing of Medicaid claims, and ensure reimbursements of the services provided.

Major Accomplishments:

- Medicaid Reimbursements   FY 13 -

  McDowell $526,963.18

  Mercer $1,255,623.47

  Monroe $191,789.21

  Raleigh $1,583,691.73

  Summers $128,005.30

  Wyoming $432,272.99

- Technical assistances to Region 1 counties

Personnel Supported: Jamie Bailey, Medicaid Specialist

Program Title: Professional Development

Contact Person: Drexel Sammons
Director of Programs Development
(304) 256-4712, ext. #1103
Email: dsammons@access.k12.wv.us

Program Purpose: RESA-1 is committed to the implementation of the Professional Development Goals and Objectives adopted by the West Virginia Board of Education. Professional Development is coordinated through the request of the Regional Staff Development Council to provide leadership in the development of effective curriculum and teaching techniques to improve student achievement and reach higher standards In addition, professional development includes sustained experiences that lead to the development of knowledge, skills, practices, and dispositions that educators need to help students perform at higher levels and achieve college or career readiness. Professional development assistance is provided to the West Virginia Department of Education and other agencies in developing quality, aligned and balanced professional development with extra support and targeted use of existing and new resources. Professional development on a regional or statewide effort requires strategic planning and ongoing monitoring of implementation impact.

Major Accomplishments:

- Substitute Certification and Recertification (Policy 5202), through blended delivery, for 201 participants
- Supplemental Education Services provided for students (139 total) in Monroe, Mercer, and McDowell Counties by 34 tutors
- Principals' Leadership Series: provided to over 100 administrators
- Regional Social Studies Fair for 305 participants and invited guests
- PRISM – West Virginia America's Founders History Grant (year 3) for 20 educators
- Exemplary Educator Awards – recognizing outstanding educators in the counties of RESA 1
- RESA 1 TIS (Technology Integration Specialist) Consortium of 20 TIS representing all 6 RESA 1 counties
- Instructional Practices Inventory conducted in school throughout the RESA 1 counties
- MSP Grant –providing professional development and college classes through a partnership with Concord University in mathematics for 25 teachers in grades third through fifth grades
- Leadership Cohort – In partnering with Concord University to provide a both a master's degree and certificate programs in leadership studies and a master's degree in reading education
- Provided 6 days of professional development in Next Generation/Common Core Standards with over 130 educators in the Next Generation Enhancement Academy partnering with the West Virginia Department of Education
- 21st CCLC (Century Learning Century) grant for the afterschool program serving approximately 30 students daily at Beckley Stratton Middle School in Raleigh County

Personnel Supported: Drexel Sammons, Director of Programs Development; LaDawn Mitchem, Executive Secretary

| **Program Title:**	**Public Service Training**
Contact Person:	Rick Rice, Coordinator
	(304) 256-4712, ext. 1107
	Email: rsrice@access.k12.wv.us
	Sandy Hawley, Specialist
	(304) 256-4712, ext. 1108
	Email: shawley@access.k12.wv.us

Program Purpose:

The overall purpose of the RESA-1 Public Service Training Program is to provide high quality, cost effective training for public service agencies (Law Enforcement, Fire Departments, Emergency Medical Squads, Water Treatment Facilities, Waste Water Facilities, other special service groups including board of education employees in first aid, CPR, and other various safety related topics, and the Coal Mining Industry in emergency medical technician training for mining). Our training is recognized nationwide and meets or exceeds the standards set forth by OSHA, NFPA, WV State Fire Commission, DOT, Emergency Care and Safety Institute, and WV Department of Education. The counties covered by RESA-1 Public Service Training include the six counties of RESA-1 (McDowell, Mercer, Monroe, Raleigh, Summers, Wyoming) and the six counties of RESA 1V (Braxton, Fayette, Greenbrier, Nicholas, Pocahontas, Webster).

Major Accomplishments:

- 604 Public Service Classes were provided
- 13,058 Students were trained
- Project ESCAPe (Emergency Service Conference at Pipestem) 32nd annual conference. There were 103 classes which trained 3,821 students, EMTS, firefighters, law enforcement officers, nurses, and emergency service personnel. ESCAPe drew participants from 47 West Virginia counties, 8 states represented by students and 12 states represented by instructors.

Personnel Supported:

- Rick Rice, Public Service Training Coordinator
- Sandy Hawley, Public Service Training Specialist
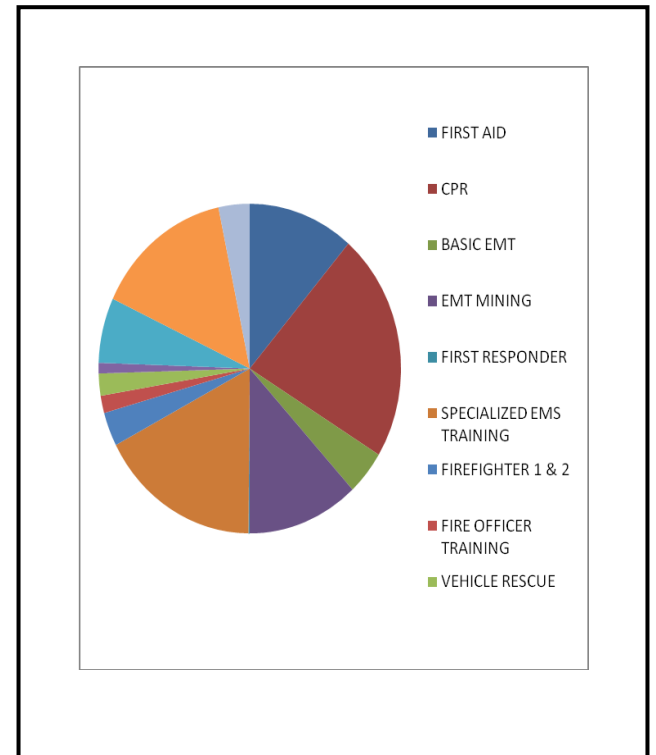
Program Title: **Coordinated School Public Health Program** (CSPHP)

Contact Person: Ann Sammons, BSN MS
                       Regional School Wellness Specialist
                       (304) 256-4712, ex 1121
   Email: asammons@access.k12.wv.us

Program Purpose: The purpose of the Coordinated School Public Health Program is to provide technical assistance and professional development in the eight areas of school wellness: health education, physical education, nutrition services, health services, counseling and psychological services, safe and health school environment, staff wellness, and family and community involvement. Through collaboration with various school and community partners, the Coordinated School Public Health Program strives to improve the overall well-being of the students, staff, and communities of RESA 1.

Major Accomplishments:

- Distributed 20 Xboxes and 20 WV Activity Packs to schools to facilitate physical activity
- Facilitated Tennis Workshop in Wyoming County for all Physical Education Teachers
- Provided *"It Does Matter"* Anti-Bullying Campaign materials to all schools
- Coordinated the administration of the Youth Risk Behavior and Youth Tobacco Surveys in designated schools
- Visited all School-based Health Centers in RESA 1 to meet with staff and assess needs
- Collaborated with Dr. Jason Roush, WV State Dental Director, to expand School-based Health Services to include dental services for the 2013-14 school year
- Received a KEYS for Healthy Kids Grant to implement a gardening project for the 2013-14 year

Personnel Supported: Ann Sammons, BSN MS
                          Regional School Wellness Specialist

Program Title:	**Special Education**
Contact Person:	Robert "Greg" Bartlett, Director of Special Education
	(304) 256-4712, ext. 1109
	Email: rbartlet@access.k12.wv.us
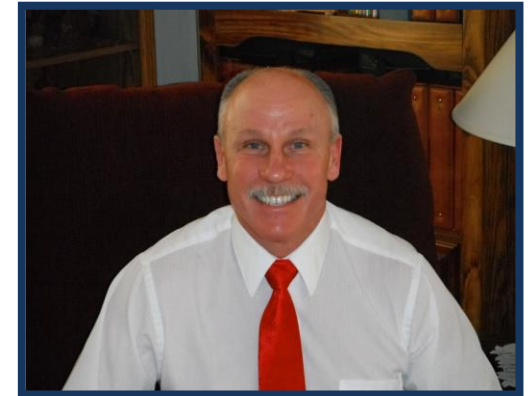
Program Purpose:

The purpose of the Special Education Program is to assist counties in providing programs, resources, and opportunities consistent with State goals and priorities through professional development, problem solving and strategic planning with parents, teachers, and the community for the benefit of exceptional children. The Special Education Program is keenly aware of the need to close the achievement gap between students with disabilities and their successful peers. As a result, this program offers technical assistance to districts and schools to address this critical issue. In a liaison capacity, the program collaborates with the WVDE, Office of Special Programs, Extended and Early Learning and the six districts which comprise RESA 1.

Major Accomplishments:

- Professional Development topics included: Instructional Practices Inventory (IPI) overviews and data reviews, currently assisting region schools with the Instructional Practices Inventory (IPI) model, Crisis Prevention Institute- Nonviolent Crisis Intervention certification trainings (from July 2012-June 2013, have trained and certified 461 participants), Autism-Specific and Bus-Driver Specific Nonviolent Crisis Intervention, Autism Overview, Autism Classroom Behavior Interventions and Strategies, Autism and Your Classroom, Effective Classroom Management that Works, Writing Effective IEPs, What to Say, and What Not to Say at IEP Meetings, Policy 4373 (Expected Student Behaviors in Safe and Supportive Schools), and Differentiated Instruction. Provided parent trainings on the Support for Personalized Learning (SPL) initiative.
- Formed partnership with Concord University to train, and certify, student teacher candidates in Nonviolent Crisis Intervention. Presented to student teacher candidates a workshop on Effective IEP Goals and PLEPs writing.
- Member of the Concord University Special Education Collaborative Committee.
- Member of the Concord University Diversity Committee.
- Worked on development of Common Core Essential Elements, (CCEE), including performance descriptors, in collaboration with 16 other states. (Essential Elements will be the standards on which the new Dynamic Learning Maps Assessment (DLM), will be based). Also worked on alternate learning pathways for the 1% students.
- Statewide presenter on Essential Elements, 7 Item Types for the DLM Assessment, Writing PLEPs with the CCEE in Mind.
- Member of the Alternate Assessment Advisory Committee.
- Member of National Center to Inform Policy and Practice (NCIPP) project with the University of Florida (Aimed at training and keeping teachers in the special education field).
- Invited to present at the National Council for Exceptional Children Conference, in San Antonio Texas, on the NCIPP Project, concerning Special Education Teacher mentoring and retention.
- Presented at the WV T-1 (Technology for the 1%) Conference on Common Core Essential Elements and 7 Item Types for Assessment.

- Became a certified trainer for the Instructional Practices Inventory (IPI), under the direction of Dr. Jerry Valentine.
- Member of WV AIM project (Accessible Instructional Materials)
- Member of the regional Disability Awareness Forum.
- Member of WV Autism Collaborative Community of Practice and WV Team Autism.
- Room Coordinator for WV Alternate Performance Task Assessment (APTA), yearly state scoring of assessments.
- Interagency Collaboration occurred with: WVDE, Community and Technical Colleges and districts.
- Technical Assistance was provided in the form of data analysis, progress monitoring and County assistance for Special Education Monitoring and action plans for addressing monitoring findings.
- Observation of students in need of behavioral interventions, and assistance with program development for student classroom behavioral issues.

Personnel Supported:
- Robert "Greg" Bartlett, Director of Special Education

Program Title:	**Technology Services**
Contact Person:	John Watson
	(304) 256-4712, ext 1113
	Email: jdwatson@access.k12.wv.us

Regional Education Service Agencies

RESA

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RESA-1 Technology Services

Program Purpose: The overall purpose of the RESA-1 Technology Services Program is to provide guidance and support to administrators, teachers, and students through installation, maintenance, and repair of technology related equipment. The Technology Services Program provides a wide variety of support and repair services for the schools of RESA 1. Specific programs such as the 21st Century Tools for Schools Elementary Project, the 21st Century Tools for Schools Secondary Project, World School Project, Distance Learning, West Virginia Educational Information System (WVEIS), Telecommunications Grant Program and other state and local projects utilize the services of this program. RESA 1 Technology Services is a key partner in implementing and supporting new technologies. RESA 1 Technology Services offer research and consultation services on a broad range of technology related topics.

Major Accomplishments:

- Recorded 1176 installations, maintenance, or repairs of server equipment
- Responded to 1051 calls for installation, maintenance, or repairs of Local Area Network (LAN) equipment
- Completed 986 Wide Area Network (WAN) service calls
- Completed 13,540 workstation repairs
- Recorded 3221 installations or repairs for printers or peripherals
- Completed 19,974 total repairs with an average turnaround time of 3.8 hours
- Installed and configured routers for the federal BTOP grant in schools and institutions in our service area
- Worked with vendors to upgrade connections, report problems, and resolve issues with the network connections to all our service area

RESA-1 Technology Services Department
John Watson, Coordinator of Technology Services; Walter Newcomb, McDowell County; Jeremy Ball, Summers County; Tyler Webb, Raleigh County; Kevin Anglin, McDowell County; Shane Radford, Mercer County; Delores Davis, Mercer County; Aaron Reed, Mercer County; Lucy Pack, Mercer County; Clint Conner, RESA 1; Joel Weiss, Monroe County; Ryan Blankenship, McDowell County; Justin Prudich, Mercer County;

Program Title: Adolescent Health Initiative Coordinator

Contact Person: Selina Vickers
                        (304) 256-4712, ex 1120
                         Email: smvickers@access.k12.wv.us

Program Purpose:
The purpose of the Adolescent Health Initiative is to provide technical assistance to the six RESA 1 Counties. The AHI Coordinator (AHIC) focuses on the following for adolescents:
Increasing physical activity and decreasing obesity, teen pregnancy prevention, substance abuse prevention, decreasing accidental death, bully prevention, depression and suicide prevention. Additionally, the AHIC promotes the 40 Developmental Assets from the Search Institute research. The AHIC works with youth, parents, community members, faith based groups and schools.

Major Accomplishments:

- Provided training and professional development to over 1,500 students, staff, parents and community members in the areas of bully prevention, nutrition, physical activity, bully prevention, substance abuse prevention, accident prevention and suicide prevention.
- Provided resources, networking and coordination through supporting the work plans of multiple formal and informal groups in RESA 1 focusing on adolescent health such as YMCA of Southern WV, Innovation Zone, Moms in Prayer, McDowell Family Resource Network (FRN), Summers County Substance Abuse Prevention Partnership, Monroe FRN, Girl Scouts, Community Connections (Mercer County FRN), HOPE Coalition (McDowell Substance Abuse Coalition), Mercer County BOE, Regional School Wellness Group, RESA 1 Council, WV State Troopers (Internet Crimes Against Children division), school counselors, school principals, AmeriCorps members, United Way of Southern WV, etc.
- Developed partnerships with various area organizations to provide additional wellness-related services to schools.
- Worked on regional and state groups addressing policy development on issues relevant to adolescent health, such as the Governor's Substance Abuse Task Force and the WV Violence and Injury Prevention Coalition.
- Coordinated a local premier of *Finding Faith*, a film about internet safety. Film star, Erik Estrada, was present to discuss the importance of internet safety to youth and parents and sign autographs.

Personnel Supported: Selina Vickers

Program Title:	**West Virginia Education Information System**

Contact Person: Deena Tyree
(304) 256-4712, ex 1111
Email: dtyree@access.k12.wv.us
Susie Handy
(304) 256-4712, ex 1110
Email: shandy@access.k12.wv.us

Program Purpose:

The overall purpose of the WVEIS Program is to assist all RESA-1 counties in the collection of valuable data in an efficient manner. By doing this, it provides a standardized and effective way to process data collection and analysis. The WVEIS Staff provides training and telephone support to administrators, teachers, school and county personnel in the use of the IBM AS/400 hardware and software. The WVEIS Program provides support in the areas of student data, finance, payroll, fixed assets and human resources. The WVEIS Staff provides specialized report services in all areas for schools and counties.

Major Accomplishments:

- Provided technical assistance to approximately 3,500 WVEIS School Users
- Provided technical assistance to approximately 150 County Personnel regarding finance, payroll, fixed assets and special education
- Created 725 additional User ID's for teachers for access to Web-Based WVEIS bringing total Teacher ID Access to 3,125
- Participated in 2 Conference calls with Blackboard Connect for Raleigh County Schools
- Conducted 3 Training Sessions for new WVEIS Users
- Conducted 51 Training Sessions for 182 WVEIS Users for current or next year scheduling
- Conducted 20 Training Sessions for 228 Users for Web-Based WVEIS Discipline Training
- Conducted WOW Training for new Administrators, Counselors & Secretaries
- Attended 3 Informational Training Sessions on Engrade for Raleigh County Schools
- Participated in Webinars for Teacher Evaluation System, National Transcript Center and LEP
- Provided Sequel Training for RESA 1 WVEIS County Contacts
- Attended 3 WVEIS County Contact User Meetings
- Attended WVEIS Data Conference

RESA-1 WVEIS Department
Susie Handy, WVEIS Computer Operator
Deena Tyree, WVEIS Computer Operator

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)	Program/ Person Responsible
Improve performance measure outcomes for students in low performing schools and school systems	- 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	-RESA 1 staff participated in the WV Statewide System of Support meetings and School Improvement Specialist meetings. -Guidance provided for continuous improvement in the school guidance and counseling program of McDowell County. -Culture Typology assessments were conducted and reports provided for three McDowell County schools and one Monroe County school. -Assistance was provided for Instructional Practices Inventory overviews, data collection, coder support, and data review.	RESA 1 Administrative Services, *Dr. Robin Lewis* Program Development *Michelle Moore/Drexel Sammons* Special Education *Robert G. Bartlett* WVEIS *Susan Handy, Deena Tyree*
Improve performance measure outcomes for students in low performing schools and school systems	- 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 - Assist Tier 1 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	Worked with Identified counties on action plans to improve student performance. Attended State Department sponsored trainings to gather information and improve skills for working with low-performing schools and systems. Assisted with Instructional Practices Inventory overviews, data collections, data reviews and action plans for better student engagement.	*Special Education* *Robert G. Bartlett*

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	Program/ Person Responsible
	(SSOS) -Assist with the development of action plans to address special education monitoring findings		
As directed by WVDE, facilitate the program evaluation of two ABE programs	Following mandated evaluation process, complete pre-visit reports, identify team members, action steps and provide follow-up	Program evaluations (STAR: Strategic Technical Assistance Reviews) were conducted for two community based organization programs. In addition, CEA audits were performed for Stevens Correctional Center and Denmar Correctional Center.	Adult Basic Education and SPOKES Coordinator *Shawn Cook*

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)	Program/ Person Responsible
Increase Public Service Training instructor effectiveness	Provide professional development opportunities on the Credentialing Information System (CIS) Work with WVDE professionals to identify, schedule and facilitate necessary training (train the trainer workshops) Work with state RESA Coordinators to provide professional development at the semi annual ASSET Conference and annual ESCAPe conference	All EMT Instructors and EMT students (initial and recert) are using the CIS System for individual record keeping for the WV Office Of EMS. All classes are approved through this system listing the area of service and the instructor of record.	Public Service Training *Rick Rice* *Sandy Hawley*
Increase Public Service Training instructor effectiveness	- Coordinate professional development opportunities for Public Service Training instructors. - - Evaluate Public Service Training instructors by Public Service Training coordinator and program specialist - Provide instructor methodology courses and instructor workshops/in-services -Participate in semi-annual asset conference for Instructor Leadership	Public Service Training Instructors are evaluated as time allows. New instructors completing the methodology classes are evaluated during their student teaching.	Public Service Training *Rick Rice* *Sandy Hawley*
Increase school and school district administrator knowledge and effectiveness	- Provide targeted professional development through a RESA 1 Leadership Series of professional development for school and school district leaders	- Leadership Series: Policy 4373 and Common Core State Standards provided to 100 administrators with support from WVDE Office of Instruction and Office of Healthy Schools. Conducted teacher workshops for a region school, incorporating strategies outlined in Robert Marzano's book "*A Handbook for Classroom Management That Works.*" -In conjunction with the WVDE, Provided the Next Generation Educator Enhancement Academy and the Next Generation Leadership Enhancement Academy.	Administrative Services *Dr. Robin Lewis* Program Development *Michelle Moore* *Drexel Sammons* Special Education and School Improvement *Robert G. Bartlett*

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	Program/ Person Responsible
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 development for educators	-Developed and provided sustained professional development for the RESA 1 TIS (technology integration specialist) Consortium which consisted of networking sessions for 20 county TIS/Technology coaches and provided technology skills training and instructional practices using technology tools/21st century learning skills. -Conducted technology integration in-services for core teachers . -Facilitated the Common CoreK-2 and Common Core Writing K-5 WVDE workshops at RESA 1 attended by 91 elementary teachers/administrators. -Conducted professional development sessions on the Common Core State Standards and Next Generation Standards to 190 teachers in RESA 1 counties. -Facilitated WVDE Special Education Academies, including: Mathematics, Literacy and Autism. - Provided Support for Personalized Learning training. - Provided workshops for Pre-K teachers of the region. -Provided Autism trainings -Provided IEP trainings	Administrative Services *Dr. Robin Lewis* Program Development *Michelle Moore* Special Education and School Improvement *Robert G. Bartlett*
Increase service personnel knowledge and effectiveness	- Collaborate with state educational agencies and/or counties to plan and provide professional development for county service personnel as requested	-Information about the bus operators needs to go here (I do not have that count) -If Keith provided other trainings for service personnel, I do not have that information. -Provided Nonviolent Crisis Intervention training to service personnel. -Provided Autism Overview to classroom support personnel	Administrative Services *Dr. Robin Lewis* Special Education *Robert G. Bartlett*

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	Program/ Person Responsible
Facilitate the delivery of six core (required) professional development workshops for ABE/Spokes instructors	Working with state ABE professional development coordinator, identify and schedule necessary trainings, provide facilities, enroll participants, and otherwise facilitate workshop delivery	Conducted or facilitated Plato 2, learning to Achieve, READ 2, Strategic Planning and Kick Off sessions, Smartboard, IPADS, TABE 2, Orientation & Intake	Adult Basic Education and SPOKES Coordinator *Shawn Cook*
Facilitate the initial pre-service and in-service of new and developing instructors	Working with state ABE professional development coordinator, identify and schedule necessary trainings, coordinate mentoring, and provide follow-up	Mentoring was provided in McDowell and Webster Counties. Pre-service was conducted for all Spokes substitute instructors. Provided pre-service for 8 instructors.	Adult Basic Education and SPOKES Coordinator *Shawn Cook*
Facilitate the required annual ongoing in-service training	Working with state ABE professional development coordinator, identify and schedule necessary trainings, provide facilities, enroll participants, and otherwise facilitate workshop delivery	Facilitated, coordinated or delivered 21 workshops (37 sessions), training 186 instructors	Adult Basic Education and SPOKES Coordinator *Shawn Cook*
Increase school and school district administrator knowledge and effectiveness	- Provide targeted professional development through a RESA 1 Leadership Series of professional development for school and school district leaders	WVEIS Staff conducted 74 training sessions which benefited approximately 452 users in the areas of Student Records, Student Scheduling, Special Education and Web-Based WVEIS. WVEIS Staff also provided technical assistance to approximately 3,000 End Users in the areas of Student Information, Student Scheduling, Payroll, Finance, Human Resources, Fixed Assets and Warehouse Inventory. WVEIS Staff created user ID's for approximately 2,400 teachers in RESA 1 for access to Student Information and Employee Evaluation System on Web-Based WVEIS	WVEIS *Susan Handy* *Deena Tyree*

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

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	Program/ Person Responsible
Increase the effectiveness of special education programs	- Attend all OSP staff meetings and training - Conduct monthly collaboration meetings with special education directors - Assist counties, upon request, with reporting, strategic planning and self-assessments -Conduct quarterly meetings with district Pre-K directors	Held monthly meetings with county special education directors. -Assisted with action plans for remediation of monitoring findings. -Assisted with preparation for special education monitoring -Met with Pre-K directors -Teamed with RESA 4 on many training offerings in order to best utilize special education funding.	Special Education *Robert G. Bartlett*
Increase school system effectiveness by providing Medicaid billing	- 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 providers	Medicaid Reimbursements FY13: McDowell $526,963.18 Mercer $1,255,623.47 Monroe $191,789.21 Raleigh $1,583,691.73 Summers $128,005.30 Wyoming $432,272.99 Technical assistance provided to Region 1 counties	Medicaid *Jamie Bailey*
Increase coordination and cooperation in providing public service training opportunities	- Coordinate and schedule classes among county school systems, general public, fire departments and EMS agencies - Work with agencies to provide classes as requested and administer exams as required - Offer classes at various locations: Vo-Tech Centers, Community Colleges, Public Locations, Fire Department, EMS Agencies and Coal Companies	Education Personnel in the areas of CPR/First Aid , School Bus Driving and safety related classes as requested. Classes & testing (cognitive & skills based) of our fire departments, Coal Companies and EMS agencies were scheduled to meet their time requirements	Public Service Training *Rick Rice* *Sandy Hawley*
Increase public service training opportunities by meeting new service training needs requested by county school systems, fire departments, EMS agencies, coal industry, and general public	- Develop and/or implement new fire and emergency medical service programs as directed by the West Virginia State Fire Commission, West Virginia Office of Emergency Medical Services, and Emergency Cardiac Care (ECC) guidelines at the lowest expense possible to students	Programs were provided at the lowest possible cost to our students.	Public Service Training *Rick Rice* *Sandy Hawley*

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	Program/ Person Responsible
Deliver GED exams in Braxton, Mercer, Monroe, Pocahontas, Summers and Raleigh Counties.	Working with partnering counties, develop testing schedules, provide examiner training and provide supervision as needed	Provided all services as indicated, resulting in the delivery of the GED exams in six counties, over 70 test sessions, to approximately 680 examinees.	Adult Basic Education and SPOKES Coordinator *Shawn Cook*

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

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	Program/ Person Responsible
Improve the effectiveness of WVABE *Adult Education Management Information System (AEMIS)* users Statewide	- Update and coordinate the delivery of WVABE training modules relative to *AEMIS* - Update training materials as needed - Coordinate training dates and locations with the WVABE Regional Coordinators and WVABE Professional Development Coordinator	- AEMIS4U was offered online via RESA1 using Moodle - 11 trainings were delivered across the state, training 327 WVABE Personnel - 8 different AEMIS trainings were offered across the state - All trainings / workshops were coordinated with the WVABE Regional Coordinators and WVABE Professional Development Coordinator	WVABE Technology *Louise Miller*
Improve WVABE outcomes relative to the *National Report System (NRS)* and program improvement	- Update and coordinate the delivery of WVABE training modules relative to NRS - Update training materials as needed - Coordinate training dates and locations	- 3 trainings were offered relative to the NRS - 2 different NRS trainings were offered across the state relative to the NRS - The AEMIS User's Guide was updated accordingly - All trainings / workshops were coordinated with the WVABE Regional Coordinators and WVABE Professional Development Coordinator	WVABE Technology *Louise Miller*
Increase the percentage of schools that are at or above recommended bandwidth speeds	Install and configure Cisco 3945 routers for the upcoming federal Broadband Technology Opportunities Program installations. Assist counties in determining physical needs to accommodate new routers	All routers are installed and all but 2 are currently connected and in use. Several locations are still in process of upgrading equipment racks for the new routers ETA beginning of school 2012	Technology Services *John Watson*
Maintain connectivity of broadband connections to schools and facilities.	Assist school systems with the monitoring and trouble resolution of existing broadband installations. Create Telecommunication Circuit Requests as needed. Assist in coordination of installations, upgrades and repairs	Created TCR for installation and disconnects as requested. Almost 700 documented work requests were completed for WAN connectivity alone.	Technology Services *John Watson*

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	Program/ Person Responsible
Provide Information Technology Systems Engineering services to the counties, schools and programs in the RESA 1 service area	Provide services that include network design, network equipment recommendation and configuration, cable installation and repair services, network troubleshooting, wireless networking equipment installation and support, network monitoring services, problem resolution and escalation through providers / vendors	Worked with technicians to implement active directory in several schools. Worked with network expansion request for virtualization project. Wireless infrastructure upgrades are in place in all counties served.	Technology Services *John Watson*
Provide Information Technology Systems Administrative services to the counties, schools and programs in the RESA 1 service area.	Provide services that include maintaining user accounts; e-mail account administration; maintaining network resources; coordinating information sharing between systems, Group Policy implementation; server software installation, configuration, and maintenance; Active Directory services and Computing Security implementation services	Support for public school networks, county offices, ABE programs, SPOKES classes, and RESA offices. Upgrade email configuration in all routers to facilitate email system upgrades for all K12 clients.	Technology Services *John Watson*
Provide Information Technology Systems installation, maintenance and support services to the counties, schools and programs in the RESA 1 service area	Provide services that include installing, maintaining, repairing and supporting computers, printers and related hardware and software. We provide image deployment for this equipment along with troubleshooting and basic diagnostics	The work order system reports over 17,250 completed service requests for workstations and their connected devices.	Technology Services *John Watson*
Facilitate the implementation of new educational technologies in the classrooms	Provide services that include installing, maintaining, configuring, and supporting technology based equipment of all types from classroom equipment to one on one devices	Smart boards, document cameras, projectors, I pads, smartphones, PDAs, and tablets are just a few of the devices with which we addressed issues that are too new to be included in our database reports.	Technology Services *John Watson*
Cooperative support for other educational programs	Support requests for technical assistance in other educational projects as needed. Host vendor as well as in house training in technology related topics as needed	Provided hosting and hospitality services for vendor training on VMWare for counties that are implementing this technology. Support for SPOKEs trainings provided throughout the year.	Technology Services *John Watson*

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)	Program/ Person Responsible
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 RESA 1 - Administer and monitor expenditures per the grant objectives -Facilitate Special Education Academies	-Completed and submitted budget applications. -Reviewed monthly financial reports and collaborated with Raleigh County finance department on receipts and expenditures. -Hosted WVDE special education academies and all subsequent follow-up academies.	Special Education *Robert G. Bartlett*
Improve outcomes for students through the implementation of the 21st Century Community Learning Center grant	- Collaborate with site coordinators. - Conduct site visits - Attend the 21st WV CCLC conference to increase effectiveness and participation in after school programs -Assist with training and professional development of program personnel - Prepare and submit grant reports	-Provided ongoing staff development sessions to ten 21st Century Learning Center teachers on 21st century lesson development, Teach 21 resources/interactive CSOs, instructional guides, differentiated instruction, technology tools, and finding the best web resources. Prepared peer review program documentation for CIPAS report, completed the year end PPICs report, and presented program progress during regional 21st CCLC meeting. -Met monthly with the 21st CCLC Advisory council. -Attended Multi-State CCLC conference. -Conducted regular site visits and monthly collaboration meetings with site coordinator. -Met with program partners to secure funding, develop program activities, and increase awareness of 21st CCLCs.	Program Development *Drexel Sammons*
Improve adolescent health outcomes through building asset-rich communities	- Provide education, information, technical assistance, workshops/exhibits, and meaningful activities/opportunities for youth and the agencies that serve them - Provide educational opportunities to introduce and support youth asset-building - Provide information to adolescents and the community concerning negative risk behaviors	-Provided education to over 1500 RESA 1 youth and adults. -Support asset building initiatives in Region 1 an assisted in their asset building activities. -Built assets with and provided information to over 1000 youth in RESA	Adolescent Health *Selina Vickers*

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	Program/ Person Responsible
Improve health and wellness outcomes for children and youth through the development of a Coordinated School-Public Health Partnership (CSPHP)	- Collaborate with RESA School-based Health Centers to identify needs and provide support for activities Provide education, information, technical assistance, and workshops for the development and expansion of the CSPHP - Plan and provide professional development on a variety of school wellness topics - Provide technical assistance and professional development related to various school wellness policies - Complete all work plan deliverables and submit reports	- Visited and provided support to all RESA School-based Health Centers Provided education, information, technical assistance, and workshops according to state plan. - Conducted or facilitated professional development as requested. - Provided technical assistance and professional development related to various school wellness policies. - All deliverables and reports were completed	Regional School Wellness *Ann Sammons*
Improve the effectiveness of WVABE *Adult Education Management Information System (AEMIS)* users Statewide	- Update and coordinate the delivery of WVABE training modules relative to *AEMIS* - Update training materials as needed - Coordinate training dates and locations with the WVABE Regional Coordinators and WVABE Professional Development Coordinator	- AEMIS4U was offered online via RESA1 using Moodle - 11 trainings were delivered across the state, training 327 WVABE Personnel - 8 different AEMIS trainings were offered across the state - All trainings / workshops were coordinated with the WVABE Regional Coordinators and WVABE Professional Development Coordinator	WVABE Technology *Louise Miller*
Improve WVABE outcomes relative to the *National Report System (NRS)* and program improvement	- Update and coordinate the delivery of WVABE training modules relative to NRS - Update training materials as needed - Coordinate training dates and locations	- 3 trainings were offered relative to the NRS - 2 different NRS trainings were offered across the state relative to the NRS - The AEMIS User's Guide was updated accordingly - All trainings / workshops were coordinated with the WVABE Regional Coordinators and WVABE Professional Development Coordinator	

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	Program/ Person Responsible
Coordinate the delivery of the WVABE-TIS program	- Coordinate training dates and locations with the WVABE Regional Coordinators and WVABE Professional Development Coordinator - Update and coordinate the delivery of TechSHOW	- 173 technology based trainings were delivered across the state, training 3,175 WVABE Personnel - The 173 trainings involved 10 different types of technology [i.e. iPad, SmartBoard, Software, Resources (Apps, websites)] - Rubrics / Lesson Plan Templates were developed for observation purposes in relation to TechSHOW - 14 WVABE Instructors completed TechSHOW - All trainings / workshops were coordinated with the WVABE Regional Coordinators and WVABE Professional Development	WVABE Technology *Louise Miller*
Administer the ABE grant	In accordance with the scopes and conditions of the 2013 ABE grant, provide oversight of ABE programs in Braxton, Webster and Pocahontas Counties	ABE programs were delivered according to scopes and conditions of grants.	Adult Basic Education and SPOKES Coordinator *Shawn Cook*
Improve outcomes for WV Works clients through the identification of present levels of performance on a variety of assessments	- Complete grade equivalency education assessments, emotional health inventories, learning needs screenings, and WorkKeys assessments in 13 counties, serving WV Works clients by timely, regular, expert assessment, returning results within one week to WV Works departments	Program conducted in accordance with the grant application. Program met all objectives on time.	Assessment *Samuel Smith*
Increase American History teacher knowledge and effectiveness	-Collaborate with Concord University to provide ongoing professional development and support	-Conducted training on Thinkfinity resources for 44 program participants. -Participants attended graduated courses through Concord University, designed for the grant activities. -Met with Program Director and assistant to develop plans for teacher recruitment and retention. Forty percent loss of program participants. Program will end at the end of 2012, due to grant funding cut.	Executive Director *Dr. Robin Lewis*

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	Program/ Person Responsible
Increase teacher knowledge and effectiveness in the area of mathematics through the MSP (Math and Science Partnership Grant).	-Collaborate with Concord University and Bluefield State College to provide ongoing professional development and support	Through the MSP Grant, 24 teachers participated in the RESA 1 Math Academy in mathematics. The teachers attended a week-long summer institute and follow up sessions directed by professors from Concord University and math specialists from across the state. Support was provided to the participants as well as instructional resources.	Program Development *Drexel Sammons*
Increase student 21st century learning skills and knowledge	-Collaborate with county social studies fair representatives to coordinate the RESA 1 Regional Social Studies Fair	-Face-to-face planning meetings and webinars were conducted with county coordinators. -Technical assistance was provided to Raleigh and McDowell counties to organize county fair activities. - RESA 1 Regional Fair included 90 projects representing 4 of the 6 RESA 1 counties.	Program Development *Drexel Sammons*

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)	Program/ Person Responsible
Collaborate with the Office of Special Programs to maintain and improve the status of the WVDE Annual Progress Performance Report	- Assist the Department with data collection and reporting on the 20 Indicators of the report. Areas: Early Intervention (3 indicators) Student Achievement (3 indicators) Ethnicity/Disproportionality (2) Parent Involvement (1 indicator) Graduation/Drop out and Transition (4 indicators) Compliance (7 indicators) -Focus Schools planning and protocols	-Received and submitted information for inclusion in the Annual Progress Performance Report. - Assisted counties of the region with compliance on targeted indicators. -Began preliminary work to assist counties with identified Focus Schools	Special Education *Robert G. Bartlett*
Improve support for the web-based management information system, *Adult Education Management Information System (AEMIS)*	- Attend national conferences as requested by the WVABE Assistant Director regarding the *National Reporting System* - Coordinate the programming of AEMIS - Coordinate the selection and training of the "AEMIS Technical Assistance Managers" on an as needed basis - Provide AEMIS technical support to users across the State, via e-mail, phone and on-site regarding data entry and the NRS	- Was not requested to attend a National Conference - AEMIS was updated in accordance with the Implementation Guidelines -Technical support was provided to users statewide via e-mail, phone and on-site as needed regarding data entry and in relation to the NRS ~ For example ~ * 200+ passwords were reset * 50+ classes were created / deleted * 50 class sites were modified / activated / deactivated * 2,600+ enrollments / students were merged / deleted	WVABE Technology *Louise Miller*
Increase student achievement by providing Supplemental Education Services (SES)	- Employ as needed and monitor small group and/or one-on-one tutors for eligible students in Title I schools identified to receive SES services - Provide administration of the SES program	-Supplemental Education Services provided for 53 students in Monroe, Mercer, and McDowell Counties -RESA 1 hired and trained 23 tutors to provide SES. -Regular contact was maintained with county SES contacts in regards to monthly submission of documentation, invoices, and tutor orientation.	Program Development *Drexel Sammons*

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	Program/ Person Responsible
Working with local community colleges, develop and implement an ABE middle college program	Complete needs assessment, develop partnerships and MOUs, develop curriculum, secure and train instructor. Recruit students and support instructor in program delivery	MOU's were developed in Monroe and Summers Counties.	Adult Basic Education and SPOKES Coordinator *Shawn Cook*
Improve the effectiveness of substitute teachers through training provided by RESA 1	- Plan and provide certification and re-certification training for substitute teachers -Evaluate and improve substitute teacher training	-Reviewed participant survey results and adjusted program activities to provide timely, relevant, and quality services for the substitute teacher training program. -RESA 1 hired course facilitators, as needed, to accommodate more participants in the training sessions. -Through a blended delivery approach, five training sessions were conducted for a total of 198 participants (which included initial and recertifying people).	Program Development *Drexel Sammons*
Recognized outstanding educators in the counties of RESA 1.	-Implementation of the Exemplary Educator Program	- 3 educators (two teachers and one administrator) were selected by a blue ribbon panel of award winning educators for their outstanding contributions in teaching and effectively managing a school. The 3 educators were recognized at a county board meeting with a framed certificate and a gift.	Program Development *Drexel Sammons*

CONTACT

INFORMATION

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