

ANNUAL REPORT  
2012-2013

*Regional Education  
Service Agencies*

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RESA

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A powerful engine for education

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## **EDUCATION**

- Provided staff development to over 1,100 educators
- Provided Educator Enhancement Academy on the Next Generation Standards
- Provided Educators Evaluation training to all schools and counselors
- Provided Staff Development/graduate classes for Region 3 professionals
- Conducted USDE Teaching American History Grant: 46 participants/year
- Coordinated Regional academic fairs/activities for 226 students
- Provided GED testing for over 250 students at RESA 3 facility
- Coordinated Supplemental Educational Services for one Region 3 county
- Provided online courses and certifications for 2,053 SPOKES students
- Provided online academic study opportunities (PLATO) for over 1,400 ABE students
- Provided online study and workforce preparation opportunities (WIN) for over 1,400 ABE and SPOKES students
- Provided online Distance Education programs for 951 ABE students
- Coordinated ABE Professional development sessions involving over 3,100 participants
- Provided direct technical assistance to 35 ABE programs in 10 counties including 60 educators and program administrators

## **FINANCIAL BENEFIT**

- Cooperative purchasing cost avoidance of over \$5.9 million
- ABE oversight for 10 counties
- SPOKES classes/training for over 2,800 participants
- Employment of 12 personnel dedicated to serving specific Region 3 counties
- Medicaid reimbursement of over \$4.8 million
- Audiological services for over 2,700 students
- Assessment of over 3,200 DHHR/TANF referrals

## **HEALTH & SAFETY**

- Provided Public Service Training classes for over 6,950 participants
- Provided support for implementation of a Coordinated School Public Health Approach to Region 3 counties

## **TECHNOLOGY**

- Provided computer repair technicians to Region 3 counties
- Repaired over 2,000 devices
- Provided technical troubleshooting for all Region 3 schools
- Maintained Cisco routers in all Region 3 schools
- Provided computer lab and teleconferencing facilities for all Region 3 counties
- Provided repairs/assistance to parochial schools and institutional education facilities
- Coordinated with the WVDE to house, maintain and upgrade WVEIS
- Provided training opportunities for over 4,100 WVEIS users
- Provided training on Web-Based WVEIS applications for over 2,000 participants
- Provided help desk assistance for over 7,000 WVEIS users

INTRODUCTION

*Regional Education  
Service Agencies*

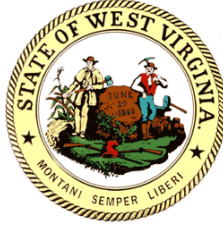
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## WEST VIRGINIA BOARD OF EDUCATION

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

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

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

Dr. James Phares, Ex Officio  
State Superintendent of Schools



## **MISSION STATEMENT**

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

## **VISION STATEMENT**

To serve the educational needs of the total community.

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## **REGIONAL ADVISORY COUNCIL**

### **Boone County**

John Hudson, Superintendent  
Mark Sumpter, Board Member  
Jeffrey Nelson, Principal

### **Clay County**

Kenneth Tanner, Superintendent  
David Mullins, Board Member  
Mary Ann Triplett, Teacher

### **Kanawha County**

Ron Duerring, Superintendent  
Robin Rector, Board Member  
Melissa Ruddle, Assistant Superintendent

### **Putnam County**

Chuck Hatfield, Superintendent  
Jack Coyner, Board Member  
Cindy Daniel, Assistant Superintendent

### **Higher Education**

Sandra Orr, West Virginia University  
Calandra Lockhart, University of Charleston  
Lisa Heaton, Marshall University Graduate College  
Beverly Jo Harris, Kanawha Valley Community &  
Technical College

### **WV Department of Education**

Chuck Heinlein

PROGRAMS &  
SERVICES

*Regional Education  
Service Agencies*

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**PROGRAM TITLE:** Adult Basic Education – ABE/TANF Assessment

**PURPOSE:** Assessment of students using the Tests of Adult Basic Education (TABE), the Learning Needs Screening (LNS), the Emotional Health Inventory (EHI) and WorkKeys. These exams aid the DHHR offices in the placement of clients in the Temporary Assistance for Needy Families (TANF) Program.

**FUNDING SOURCE:** WVDHHR – TANF

**CONTACT PERSON:** Craig Bias  
(304) 766-7655, ext. 128  
cgabias@access.k12.wv.us

**MAJOR ACCOMPLISHMENTS:**

COUNTY	TABE	LNS	EHI	WK	TOTALS
Brooke-Hancock	114	121	121	0	356
Cabell	94	94	94	0	282
Calhoun	13	13	13	0	39
Doddridge	7	5	6	0	18
Gilmer	0	0	0	0	0
Jackson	60	99	95	14	268
Kanawha	52	161	153	130	496
Lincoln	50	78	76	0	204
Marshall	70	75	75	0	424
Mason	39	106	106	72	323
Ohio	51	51	51	0	153
Pleasants	7	7	5	0	19
Putnam	30	31	31	14	106
Ritchie	7	11	11	0	29
Roane	21	73	73	0	167
Tyler-Wetzel	29	53	52	44	178
Wayne	30	35	35	0	100
Wirt	8	10	10	0	28
Wood	51	75	75	0	201
<b>TOTALS</b>	714	1,058	1,049	232	3,257

**SUMMARY OF STRATEGIC PLAN RESULTS:** Total of 3,257 tests administered.

**PERSONNEL SUPPORTED:** One assessment specialist and hourly service personnel



**PROGRAM TITLE:** Adult Basic Education – County

**PURPOSE:** Provide educational opportunities for adults who lack the level of literacy skills requisite to effective citizenship and productive employment in the areas of basic literacy skills, general work skills, GED test preparation, English as a Second Language, computer literacy, Distance Learning and transition to post-secondary education.

**FUNDING SOURCE:** West Virginia Department of Education  
Office of Adult Education and Workforce Development

**CONTACT PERSON:**

Boone County	Jeff Nelson (304) 369-4585
	Nicole Vint (304) 369-4099
Clay County	Melinda Isaacs (304) 587-4743
Kanawha County	Mark Milam (304) 348-7756
	Marsha Mullins (304) 755-5536
Putnam County	Patsy Smith (304) 586-0540
	Anne Johnson (304) 586-2411

**MAJOR ACCOMPLISHMENTS:**

➤ Classes offered:

- English as a Second Language 128 participants
- SPOKES – Kanawha 403 participants
- SPOKES – Clay 113 participants
- Community College 402 participants
- Pathways to Nursing Middle College 363 participants
- GED OPT Seminars 233 participants
- Day Report – Kanawha 64 participants
- New Connections 36 participants
- Boone ABE Learning Center 125 participants
- Putnam ABE Learning Center 180 participants
- Kanawha ABE (5 regular class sites) 812 participants
- Garnet Pre-LPN Study Class 49 participants

**SUMMARY OF STRATEGIC PLAN RESULTS:** Grant applications submitted, local budgets established, in-service training provided. Technology expanded in all class sites, staff trained in technology usage and ESL expanded in Kanawha ABE.

**PERSONNEL SUPPORTED:** Seven County Coordinators, thirteen full-time instructors and sixty-five part-time instructors

**PROGRAM TITLE:** Adult Basic Education – GED Testing

**PURPOSE:** RESA 3 provides a GED testing service for those students who are taking the GED test. The center provides separate testing sessions for clients of Charleston Job Corps Center and provides testing with accommodations as approved by the WVDE GED Testing Office.

**FUNDING SOURCE:** West Virginia Department of Education  
Charleston Job Corps Center

**CONTACT PERSON:** Marie Bias-Jones  
(304) 766-7655, ext. 113  
mbjones@access.k12.wv.us

**MAJOR ACCOMPLISHMENTS:**

- Tested 302 examinees
- Provided GED scholarship billing services for the ten counties in RESAs 2 and 3
- Provided GED testing by contract for Charleston Job Corps Center
- Provided GED accommodations testing for candidates from RESA

**SUMMARY OF STRATEGIC PLAN RESULTS:** RESA 3 continued its policy of speaking with potential examinees and referring them to local ABE GED preparation programs when appropriate. RESA 3 GED Examiners participated as GED Examiner Peer Trainers and provided training to prospective examiners in other counties. Two examiners trained and certified in delivering Computer-Based Testing (CBT).

**PERSONNEL SUPPORTED:** Four GED Examiners and one Chief GED Examiner

**PROGRAM TITLE:** Adult Basic Education – Professional Development and Distance Education

**PURPOSE:** Manage and track statewide pre-service and in-service training of West Virginia Adult Basic Education (WVABE) personnel. Disseminate program information and instructional resources in print and online and participate in planning and delivering the statewide conference. Oversee online adult learners throughout the state.

**FUNDING SOURCE:** West Virginia Department of Education  
Office of Adult Education and Workforce Development

**CONTACT PERSON:** Cathy Shank  
(304) 766-7655, ext. 112  
cshank@access.k12.wv.us

**MAJOR ACCOMPLISHMENTS:**

<b>WVABE Pre-Service Training for Adult Educators</b>	<b>Participants</b>	
Total Statewide Pre-Service for New Personnel	37	
<b>Distance Education for Adult Learners</b>	<b>Participants</b>	
Adult students enrolled in approved software platforms	951	
<b>WVABE In-Service Training (includes sessions provided jointly with other agencies)</b>	<b>Participants</b>	<b>Sessions</b>
Statewide Face-to-Face In-Service Sessions	3,175	208
Statewide Online or Independent Study In-Service	139	--
<b>Special Projects In-Service Sessions for Adult Educators</b>		<b>Sessions</b>
ABE Assessment Sessions: CASES (2), TABE (8), WorkKeys (1)		11
Distance Education Sessions for Instructors		10
Technology Sessions		30
Special Projects Sessions: ESL (6), Special Needs (13), Literacy (6), College/Career (17)		42

**SUMMARY OF STRATEGIC PLAN RESULTS:**

- WVABE Instructor Handbook published in print and online at <http://wvde.state.wv.us/abe/teacherhandbook.htm>
- Needs assessment results available at: [https://www.surveymonkey.com/sr.aspx?sm=E71WIdglPfpVbYrx1t0PpHAZ5njo9ahP0ksrpA9bub0\\_3d](https://www.surveymonkey.com/sr.aspx?sm=E71WIdglPfpVbYrx1t0PpHAZ5njo9ahP0ksrpA9bub0_3d)
- Professional Development Calendar available at: <http://resa3.k12.wv.us:1081/prodev>
- Communities of Practice Subscribers (Wiki members: 263; Listserv members: ABE 311, College 91, ESL 279, Literacy 126, SPOKES 119, WVABE Updates 571, Youth-L 116)
- WV Adult Education Association Fall Conference had 243 participants in attendance (including 214 WVABE and Option Pathway personnel, 27 DHHR counselors, and 2 GED examiners)

**PERSONNEL SUPPORTED:** One professional development coordinator, a part-time special projects coordinator, a distance education specialist and a part-time secretary

**PROGRAM TITLE:** Adult Basic Education – Public Service Training

**PURPOSE:** Provide EMS, fire and law enforcement training to all interested persons in counties inside of RESAs 2 and 3.

**FUNDING SOURCE:** West Virginia Department of Education grant

**CONTACT PERSON:** Jim Shedd  
(304) 766-7655, ext. 120  
jshedd@access.k12.wv.us

**MAJOR ACCOMPLISHMENTS:**

- Conducted 389 PST classes involving 6,950 enrollments for a total of 151,691 total clock hours
- Constructed a three-story burn building and attached the flashover simulator at the Emergency Preparedness Training Center
- Topped 600 attendees at the West Virginia Public Safety Expo
- Conducted ACAMS training to school board personnel within RESA 3
- Public Service Training programs became accredited through the International Fire Service Accreditation Congress (IFSAC)

**SUMMARY OF STRATEGIC PLAN RESULTS:**

- Courses were offered at various locations including, but not limited to, vo-tech centers, community colleges, the RESA Public Service Training Center, the RESA Emergency Preparedness Training Center, professional and volunteer fire departments, Emergency Medical Services agencies, WV State Police Academy, industrial sites and mine sites
- Special training and conferences were provided for PST instructors
- Educational materials and equipment were provided at no charge to various supplemental training programs and sites
- Partnered with various emergency agencies to deliver a successful WV Public Safety Expo

**PERSONNEL SUPPORTED:** One public service training director, one public service training program assistant, a part-time director of the EPTC and public service training instructors, as needed

**PROGRAM TITLE:** Adult Basic Education – Regional Coordinator

**PURPOSE:** The ABE Regional Coordinator administers, monitors and provides technical assistance to Adult Basic Education, SPOKES and TANF programs in RESAs 2 and 3.

**FUNDING SOURCE:** West Virginia Department of Education  
State and Federal Adult Basic Education grants  
Career and Technical Education grants

**CONTACT PERSON:** Marie H. Bias-Jones  
304-766-7655, ext. 113  
mbjones@access.k12.wv.us

**MAJOR ACCOMPLISHMENTS:**

- Expansion of Clay SPOKES/ABE to 12 months
- Expanded technology offerings and trained staff in use of new technology at all class sites
- Combined Mingo Day Report ABE with Southern WV CTC ABE – Williamson
- Nominated and supported involvement of five staff members in three national and statewide innovative training programs – USDE Office of Educational STEM research in Adult Education; National College Transitions Network Contextualized Learning Project in Adult Education; WV ABE Teacher Academy to train in and element the NextGen Common Core College and Career Readiness Standards in ABE and SPOKES
- Opened ABE/College Transitions program at Mountwest CTC
- Trained new staff at Tri-State Literacy; facilitated opening of new Cabell County Library ABE Learning Center
- Trained staff and assisted with implementation of Kindle/E-Reader Book Clubs at Charleston SPOKES, Clay ABE/SPOKES, Putnam ABE and Lincoln-Hamlin Library Literacy/ABE program
- Implemented Computer-Based GED Testing in Boone and Kanawha counties

**SUMMARY OF STRATEGIC PLAN RESULTS:** Staff trained in and implemented Computer-Based GED Testing in Boone and Kanawha Counties, with Garnet being the main location serving Kanawha, Putnam and Cabell counties. Technology was expanded and staff trained at all class sites. Training began on transition to new High School Equivalency Assessment to be selected in program year 2014. Mountwest ABE program opened with emphasis on college preparation for non-traditional students.

**PERSONNEL SUPPORTED:** One ABE regional coordinator and a full-time secretary

**PROGRAM TITLE:** Adult Basic Education – Strategic Planning in Occupational Knowledge for Employment Success (SPOKES)

**PURPOSE:** The goal of the SPOKES program is to provide adults with educational and employability skills necessary to obtain and maintain employment in today’s workforce.

**FUNDING SOURCE:** West Virginia Department of Education with a grant from the Department of Health and Human Resources

**CONTACT PERSON:** Christina Harper  
(304) 766-7655, ext. 115  
cdharper@access.k12.wv.us

**MAJOR ACCOMPLISHMENTS:**

- 46 class visits for the installation of IC3, MOS and QuickBook programs
- 4 technical assistance visits
- 1 TABE training
- 3 WorkKeys trainings
- 5 administration of WorkKeys testing
- 1 administration of TABE testing
- 986 Student manuals
- 16 Instructor manuals
- 105 Ready to Work certificates
- 46 Certificate of Achievement
- 59 Certificate of Participation
- 1,385 Customer Service certificates
- 160 GEDs earned
- 2,086 Computer Certifications – 103 IC<sup>3</sup> Certified, 142 IC<sup>3</sup> Living Online Credentials, 120 IC<sup>3</sup> Key Applications Credentials, 200 IC<sup>3</sup> Living Online Credentials, 23 MOS Excel Specialist, 41 MOS Word Specialist, 33 MOS PowerPoint Specialist, 11 MOS Outlook Specialist, 6 MOS Access Specialist, 9 MOS Excel Expert, 10 MOS Word Expert, 9 MOS Master
- 2,053 GCF LearnFree and CPR Certifications - 556 Word GCF Credentials, 256 Excel GCF Credentials, 154 Access GCF Credentials, 51 PowerPoint GCF Credentials, 1,052 CPR Certifications
- 692 National Career Readiness certificates – 4 Platinum, 142 Gold, 406 Silver, 140 Bronze

**SUMMARY OF STRATEGIC PLAN RESULTS:** The objectives for the 2013-2014 Strategic Plan were to provide technical assistance and training and provide statewide student recognition. The number of certificates awarded to students for their training success continued to grow in FY13. With the addition of IC<sup>3</sup>, Microsoft Office Training, and QuickBooks students had more opportunities to leave SPOKES with skills to prepare them for the workforce.

**PERSONNEL SUPPORTED:** One specialist

**PROGRAM TITLE:** Audiological Services

**PURPOSE:** Provide audiological services to Boone, Clay, Kanawha and Putnam counties including audiological evaluations, re-evaluations, hearing aid evaluations and hearing aid checks. Assist with mass screening programs in Putnam and Clay counties. Provide training in hearing screening procedures and special interest topics. Provide consultations in the areas of auditory trainers, hearing aids, hearing conservation and educational needs. Check calibration of screening audiometers for all four counties.

**FUNDING SOURCE:** Basic RESA

**CONTACT PERSON:** Joni Mazelon  
(304) 766-7655, ext. 130  
jburford@access.k12.wv.us

**MAJOR ACCOMPLISHMENTS:**

<b>Service Provided</b>	<b># Completed</b>
Screening/Otoacoustic Emissions	2,745 (Clay – 522, Putnam – 2,223)
Basic Audiological Evaluation	110 (Clay – 5, Kanawha – 72, Putnam – 33)
Tympanometry Impedance	2,855 (2,745 + 110)
Hearing Aid Check - Binaural	22
Auditory Processing	13
Hearing Conservation Presentations	24

**SUMMARY OF STRATEGIC PLAN RESULTS:** Audiological services provided: mass screenings – 2,745 students, basic audiological evaluations – 110 students and report writing for 123 students.

**PERSONNEL SUPPORTED:** One audiologist

**PROGRAM TITLE:** Cooperative Purchasing

**PURPOSE:** Coordinate bulk purchasing for Region 3.

**FUNDING SOURCE:** RESA 3 and Region 3 Counties

**CONTACT PERSON:** Tim Easterday  
 (304) 348-6120, ext. 100  
 teasterd@access.k12.wv.us

**MAJOR ACCOMPLISHMENTS:** This report constitutes various savings that have been generated since July, 2012. This savings relates only in part to the savings generated in the areas listed. This report does not include various contracts available to the RESA 3 counties.

	<b>Savings</b>
<b>Fuel &amp; Lubricants</b>	
Kanawha	\$340,200.00
Putnam	\$150,870.00
<b>Natural Gas</b>	
Kanawha	\$71,800.00
<b>Centralized Warehouse Supplies</b>	
Kanawha	\$420,000.00
Clay	\$9,310.00
Putnam	\$38,120.00
<b>Surplus Property Sales</b>	
Kanawha - Cash	\$156,361.00
<b>Copier Contract</b>	
Kanawha	\$299,000.00
<b>Fluid Milk</b>	
Kanawha	\$359,504.00
Putnam	\$108,034.00
Boone	\$74,205.00
Clay	\$40,976.00

**SUMMARY OF STRATEGIC PLAN RESULTS:** In bid solicitation it is not uncommon to encounter a price range of 10% to 30% between low and high bid. In most cases the high bid submitted in a formal bid format is considerably lower than the standard price received when non-solicitation is used. When extended to the market price for these products and services, the savings equate to 30% to 70%. Bid savings below reflect the difference between low and high bid. These numbers are representative for the time period FY13 – July 1, 2012 – June 30, 2013.

Formal bidding savings: \$4,697,990.09

Combined total from above: \$5,975,819.00

**PERSONNEL SUPPORTED:** One cooperative purchasing director



**PROGRAM TITLE:** Medicaid Reimbursement

**PURPOSE:** Work with special education departments of Kanawha, Putnam, Boone and Clay counties to train personnel, identify eligible students, collect billing information and electronically submit claims for Medicaid reimbursable services.

**FUNDING SOURCE:** Federal Funds

**CONTACT PERSON:** Donna Miller  
(304) 766-7655, ext. 134  
dnjmille@access.k12.wv.us

**MAJOR ACCOMPLISHMENTS:**

<b>COUNTY DISBURSEMENTS</b>			
<b>COUNTY</b>	<b>COUNTY SHARE</b>	<b>CHECKS PAID 1-24-13 4-18-13 8-16-13</b>	<b>FINAL COUNTY DISTRIBUTION</b>
<b>BOONE</b>	1,203,467.24	103,262.78 335,763.06 299,069.47	465,371.93
<b>CLAY</b>	433,355.85	86,113.51 91,398.00 108,176.85	147,667.49
<b>KANAWHA</b>	2,661,214.77	274,738.18 551,105.64 543,765.07	1,291,605.88
<b>PUTNAM</b>	534,741.22	103,258.72 101,059.90 116,186.85	214,235.75
<b>TOTALS:</b>	4,832,779.08	2,713,898.03	2,118,881.05

**SUMMARY OF STRATEGIC PLAN RESULTS:** Received and distributed \$2,118,881.05 in Medicaid payments and provided training for Medicaid service providers to counties as needed.

**PERSONNEL SUPPORTED:** One Medicaid billing specialist and a full-time secretary

**PROGRAM TITLE:** Regional School Wellness

**PURPOSE:** Promote a Coordinated School Public Health Approach

**FUNDING SOURCE:** Bureau for Public Health through the West Virginia Department of Education Office of Healthy Schools

**CONTACT PERSON:** Electa Crowder  
(304) 766-7655, ext. 114  
ecrowder@access.k12.wv.us

**MAJOR ACCOMPLISHMENTS:**

- Continued support for the implementation of the Coordinated School Public Health Approach

**SUMMARY OF STRATEGIC PLAN RESULTS:**

- RESA 3's Regional Wellness Team continues to grow
- County Wellness Teams continue to develop and enhance
- Increased participation in the Health Education Assessment Project (HEAP) among middle and high schools in RESA 3
- All 16 schools selected to participate in Youth Risk Behavior Survey (YRBS) and Youth Tobacco Survey (YTS) completed and submitted appropriate surveys
- An active member of the Region 5 Governor's Regional Substance Abuse Taskforce and Data Planning Team
- Held 2 SBIRT (Screening, Brief Intervention, Referral to Treatment) trainings for school nurses in RESA 3
- Trained Principals, Assistant Principals, and teachers in the Discipline Management System (DMS) to prepare for full implementation in the 2013-2014 school year
- Conducted Crisis Prevention Intervention (CPI) trainings with Special Education Director
- Conducted Automated Critical Asset Management System (ACAMS) training with Public Service Director
- Provided training and technical assistance on the Educator Evaluation System to teachers and administrators
- Provided technical assistance to counties in the completion of ACAMS requirements just as Protected Critical Information Infrastructure (PCII) certifications, etc.
- Implemented Community Transformation Grant (CTG) by continuing to emphasize additional physical activity during the school day, especially in the classroom, and providing resources

**PERSONNEL SUPPORTED:** One regional school wellness specialist and a part-time secretary

**PROGRAM TITLE:** Special Education – Regional Director

**PURPOSE:** Conduct, coordinate and/or facilitate special education activities for school personnel in Boone, Clay, Kanawha and Putnam counties.

**FUNDING SOURCE:** West Virginia Department of Education grants

**CONTACT PERSON:** Dawn Embrey-King  
(304) 766-7655, ext. 132  
dembreyking@access.k12.wv.us

**MAJOR ACCOMPLISHMENTS:**

- Supported the efforts of the WVDE in the roll out for Support for Personalized Learning (SPL), by facilitating and conducting training opportunities for county and school leadership and providing training resources to further the implementation of the SPL process.

**SUMMARY OF STRATEGIC PLAN RESULTS:**

- Collaborated with the WV Department of Education Office of Special Programs by facilitating the Literacy, Mathematics, and Autism Academies
- Collaborated with the WV Department of Education Office of Special Programs by facilitating the Common Core Essential Elements (CCEE) training
- Provided professional development sessions on the Early Childhood Environmental Rating Scale (ECERS-R) Modules I and II
- Provided professional development sessions on Crisis Prevention Intervention (CPI)
- Provide Supplemental Education Services (SES) tutoring for Kanawha County
- Provided professional development sessions on Support for Personalized Learning (SPL)
- Collaborated with county special education directors to provide services and implement WVDE initiatives.
- Facilitated/Conducted Principal Forums
- Facilitated SLD new document training for school psychologists, specialists and diagnosticians
- Facilitated autism training for new teachers
- Provided support for implementing the new educator evaluation system

**PERSONNEL SUPPORTED:** One special education director and a part-time secretary

**PROGRAM TITLE:** Staff Development

**PURPOSE:** Meet the needs of the county school districts in implementation of curriculum, improvement in instruction and compliance with West Virginia Department of Education directives. A special focus is to find common needs across the four school districts in RESA 3 and meet those needs in an efficient and cost-effective manner.

**FUNDING SOURCE:** Basic RESA, West Virginia Department of Education Student Competition grant, Benedum Foundation World History grant, U.S. Department of Education Teaching American History grant

**CONTACT PERSON:** Deborah Brown  
(304) 766-7655, ext. 117  
dsbrown@access.k12.wv.us

**MAJOR ACCOMPLISHMENTS:**

- Staff development offerings served over 1100 educators and included topics such as:
  - Instructional Practices Inventory (IPI) Level
  - Next Generation English Language Arts and Mathematics
  - Instructional Uses of Acuity
  - Coaching for Learning
  - WVEIS Early Warning System
  - RESA 3 Next Generation Educator Enhancement Academy
  - RESA 3 Social Studies Instructional Materials Fair
  - Student Engagement
  - Benedum World History Colloquium
  - VOICES Colloquium on the Cold War
  - VOICES Middle School and High School Cohorts
- Educator Evaluation Training and Technical Assistance to all RESA 3 Schools
- Counselor Evaluation Training and Technical Assistance
- RESA 3 Principals' Forums
- RESA 3 Train the Trainer Next Generation Educator Enhancement Academy
- RESA 3 organized the following student competitions which served 226 students:
  - Regional Math Field Day
  - Regional Social Studies Fair
  - Regional Science Bowl

**SUMMARY OF STRATEGIC PLAN RESULTS:** The following initiatives were successfully completed and received very positive feedback: (Under Service Area #2) Principals' Forums, Educator Evaluation, Instructional Practices Inventory; (Under Service Area #3) Regional Student Academic Competitions; (Under Service Area #5) *World History for the 21<sup>st</sup> Century Student* Benedum Foundation grant, VOICES, a Teaching American History Grant; (Under Service Area #6) Counselor Component of the new educator evaluation system.

**PERSONNEL SUPPORTED:** One staff development director and a part-time secretary

**PROGRAM TITLE:** Student Activities

**PURPOSE:** Work in cooperation with Region 3 counties and others to provide hands-on activities, contests and games designed to stimulate interest, promote excellence and engage and challenge students in various areas of the academic curriculum.

**FUNDING SOURCE:** West Virginia Department of Education grant

**CONTACT PERSON:** Deborah Brown  
(304) 766-7655, ext. 117  
dsbrown@access.k12.wv.us

**MAJOR ACCOMPLISHMENTS:**

ACTIVITY	BOONE	CLAY	KANAWHA	PUTNAM	OTHER	TOTALS
Regional Math Field Day	28	28	28	28	40	152
Regional Math & Science Bowl	0	0	20	0	5	25
Regional Social Studies Fair	8	0	15	18	8	49
<b>Totals</b>	<b>36</b>	<b>28</b>	<b>63</b>	<b>46</b>	<b>53</b>	<b>226</b>

**SUMMARY OF STRATEGIC PLAN RESULTS:** RESA 3 provided planning, implementation and financial support for all of the student activities listed above.



*Regional Math Field Day Trophy Table  
March, 2013*

**PROGRAM TITLE:** Technical Services: Computer Repair and Modernization

**PURPOSE:** To provide maintenance and repair services for computer hardware, software and peripheral devices to all schools within the four RESA 3 counties. These services are provided by RESA 3 at a cost significantly less than can be procured commercially, while still maintaining the high level of quality services and turnaround.

**FUNDING SOURCE:** State, County and Local Funds

**CONTACT PERSON:** Pam Stepp  
(304) 766-7655, ext. 137  
pstepp@access.k12.wv.us

**MAJOR ACCOMPLISHMENTS:**

- Continued student intern program with WVU Tech – using Tech students majoring in computer science to provide technical support and computer repair services to Region 3 counties
- Repaired 2,076 pieces of equipment consisting of computers, printers, computer networks and computer related equipment
- Provided on-site repairs of computers and software installations to schools and central offices upon request
- Provided technical troubleshooting responses to questions concerning hardware and software problems
- Provided technical services and assistance to area parochial schools and public safety departments
- Provided technician for on-site repairs for all four counties
- Provided for the employment of computer repair technicians assigned to specific counties
- Maintained various calendar web sites for training room schedules for use among the four counties

**SUMMARY OF STRATEGIC PLAN RESULTS:** RESA 3 employed two full-time technicians and one part-time WVU-Tech intern for daily computer repair and maintenance. Repaired over 2,076 pieces of equipment.

**PERSONNEL SUPPORTED:** Two computer technicians

**PROGRAM TITLE:** Technical Services: WVEIS/AS-400

**PURPOSE:** Provide WVEIS support on a statewide basis.

**FUNDING SOURCE:** State, County and Local Funds

**CONTACT PERSON:** Pam Stepp  
(304) 766-7655, ext. 137  
pstepp@access.k12.wv.us

**MAJOR ACCOMPLISHMENTS:**

- Maintained the primary state-wide AS-400 server at virtually 100% full-time availability
- Maintained communications with county school systems, correctional facilities, RESAs and the State Department of Education
- Provided training opportunities for over 4,100 users and help desk assistance for more than 7,000 users (added evaluations as an online tool)
- Attended extensive hardware and software training related to the AS-400 and the WVEIS data management project
- Worked with Region 3 school systems, the Institutional Education Program locations and the telephone company to provide necessary communications to link sites with the RESA 3 AS-400 equipment
- Continued installation of hardware and software necessary for the operation of the WVEIS project in the various schools of the RESA 3 area
- Assisted Region 3 school systems and the Institutional Education Program locations with basic student information, scheduling, attendance, reporting and scanning
- Provided technical support on various Web Applications for the West Virginia Department of Education
- Monitored, troubleshoot, maintained and operated all Cisco routers in the RESA 3 four county region
- Acted as liaison between WAN bandwidth service providers and all schools to assure uninterrupted service
- Provided training to over 2,000 users on the new WVEIS Web-Based Application
- Continued to develop and improve services provided by the RESA 3 web page, <http://resa3.k12.wv.us>

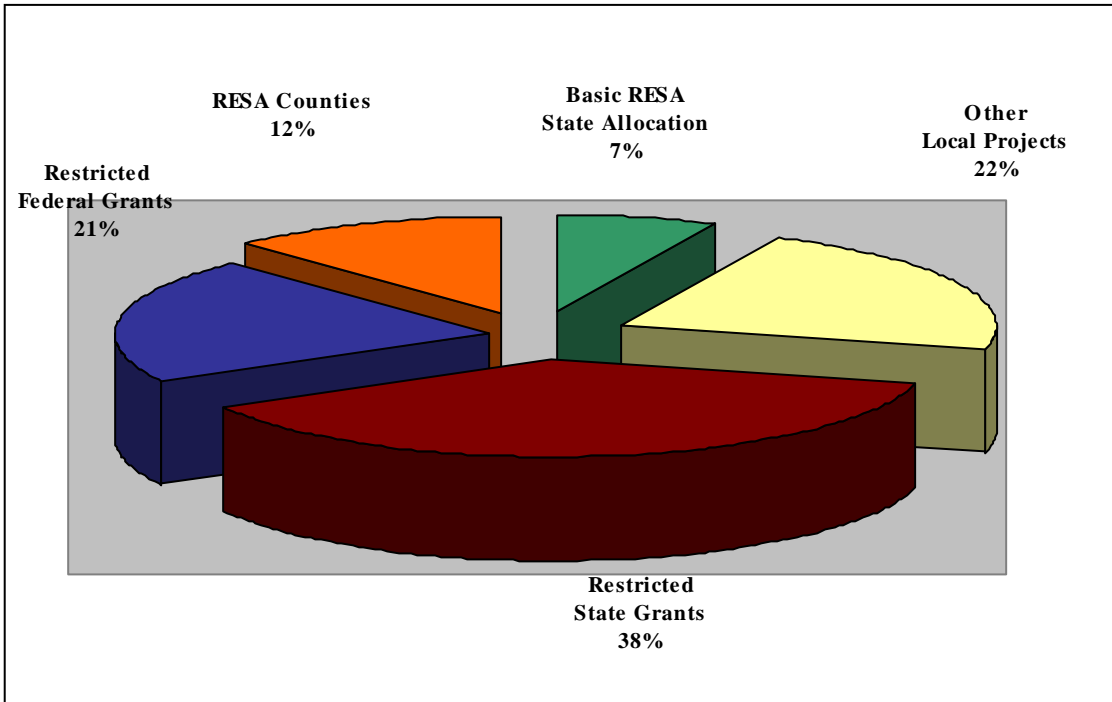
**SUMMARY OF STRATEGIC PLAN RESULTS:** Housed the primary WVEIS system for the State; continued to maintain software, made daily backups of data and provided constant monitoring of the system; maintained and upgraded hardware and software as needed to continue efficient operation; provided training opportunities to over 4,100 users and help desk assistance for over 7,000 users.

**PERSONNEL SUPPORTED:** One director and two AS-400 operators

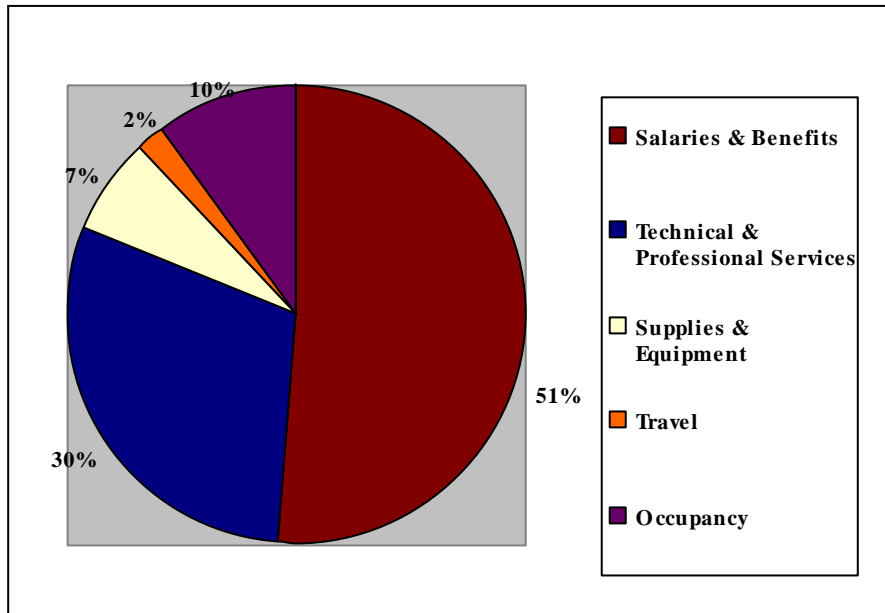
# FINANCIAL MANAGEMENT

## FY 2013

### Sources of Cash



### Uses of Cash





SATISFACTION  
&  
EVALUATION

*Regional Education  
Service Agencies*

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RESA

• *three* •

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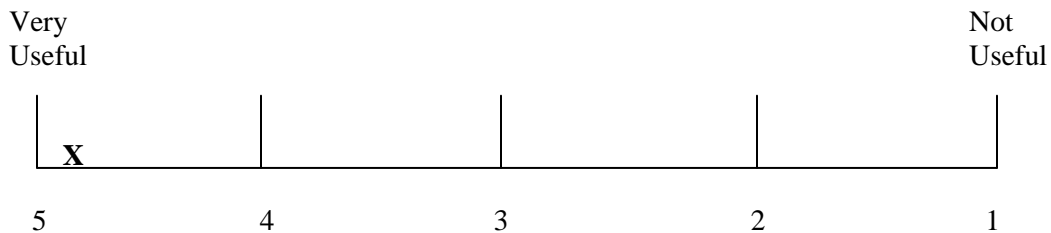
A powerful engine for education

### WV Board of Education Policy 3233

“Each RESA shall submit...an evaluation of the services provided within each respective region and their effectiveness. The evaluation is to be completed by schools, school systems and others using the RESA’s services/programs and must include 1) an overall evaluation of the RESA’s services/programs; 2) suggestions on methods to improve the utilization of existing services/programs; 3) suggestions on how existing services/programs may be enhanced; and 4) what new services/programs would be of benefit to schools and school systems.”

### OVERALL PROGRAMS/SERVICES EVALUATION

Place an “X” on the scale below to indicate your overall evaluation of RESA services/programs.



Overall evaluation rating was 4.8

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### PROGRAM/SERVICES SUGGESTIONS

1. How can the utilization of RESA services/programs be improved?
2. How can existing RESA services/programs be enhanced?
3. What new RESA services/programs would be of benefit to your school/organization?

## Survey Comments

### 1. Improvement of Utilization of RESA 3 Programs

- It would be helpful to have a list of available services RESA 3 offers.
- Continue all programs. However, local bus operator training should also be an option.
- Very pleased with the cooperation and how accommodating.
- Right now, I think RESA 3 is improving their services and support for school districts.
- You guys are great!
- Programs are fine, they do a great job.
- I am very pleased with the operation of our RESA. We have been included in trainings and support since I arrived.
- Great programs and services.
- More community awareness.
- More locations throughout the county.
- Emphasis on digital literacy.
- Continue focusing on relevant topics and issues.
- Professional development for teachers.
- More Common Core.
- Pleased with professional development we receive and phone access for immediate support.
- Continued trainings.
- I find the RESA 3 personnel very, very helpful for my needs.
- We appreciate all you do!
- Everything is great for my needs.
- Direct deposit for contract programmers would be great.
- I feel they are very beneficial just the way they are.
- Very useful. Many great ideas as well as appropriate information.
- Satellite locations for hands-on training.
- Keep doing what you are doing.
- Whenever I have needed help or a particular query ran that I could not do at a school level, all RESA 3 personnel have been more than helpful and always reply quickly to help me solve problems or provide information.
- Keep offering the services you do now.
- Get the word out about your services.
- Provide or offer more school-based staff development.
- Additional advertising.
- Does everything expected and more.
- In a perfect world, a RESA 3 person would be in every school.
- Allowing the school computer specialist to request new WVEIS accounts and the requesting of account maintenance without having to go through the KCS board office.
- At this time I can't think of anything. Deb Brown, Pam Stepp, Electa Crowder and Anthony Gill go above and beyond helping with anything that we have asked for. As soon as we call RESA 3 with a problem, we get results.
- Allow more time for techs to be in schools helping teachers.
- RESA does a great job with computer repair.

- Continue to educate staff on constantly changing programs, policies and procedures for most efficient support.
- By communicating what programs are available for teachers to utilize.
- I am pleased with the assistance our school receives from RESA 3. They are fast to respond to troubleshooting questions/needs. Pam Stepp has offered assistance to me nearly every day throughout this month.
- The implementation of computer classes for adults on-site at the FRC is absolutely beneficial to the families we serve. Additionally, it would be of great service to provide the adults with classes such as resume writing, how to look for employment and other resource classes.
- Offer more training on the newest technology.
- I have found little in the way of improvement needed. Everyone that I deal with is very helpful and eager to address whatever concerns I may have.
- I use RESA 3 for WVEIS support only. They do a great job in helping me with my questions and issues. I usually work with Pam and Nancy.
- Offer trainings one day a month for the counties.
- The only thing I really need is for RESA or the state to stop “protecting” me with ACL’s on my router that prevent the learning process. They are preventing access to resources like Smithsonian Institute and the Google features that the county is now enacting.
- We are involved with RESA staff to assist us with our focus school progress. Deb Brown has been great to work with us.

## **2. Enhancement of Existing RESA 3 Programs**

- Offer more CE in-services for nurses and health services staff during county ISE days.
- Additional funding for RESAs.
- No recommendations, excellent service.
- Willingness to change and adapt.
- We could consider a temporary certification program for substitutes.
- Provide speakers to Policy Council to explain programs to parents.
- They are great now.
- Offer evening GED classes in more locations.
- Appreciate your assistance and leadership.
- Continue offering beneficial trainings.
- Continue principals’ forums at RESA 3.
- The implementation of vendor direct deposit of payments would be beneficial.
- I do not have any enhancements at this time. All programs are great.
- Just to keep them up to date with all of the ever changing policies and procedures with education.
- Merge some fire classes/auto extrication into EMS area.
- Continue the level of support and availability.
- Allow BOE employees information about what all RESA provides.
- You might contract national ranked speakers. However, your presenters were excellent.
- I am very pleased with all of the programs at RESA 3.
- They are great, we just need more tech time.
- The tech service is VERY good and the time to respond and solve problems is very short.
- Create, organize and share WVEIS best practices/steps to completing tasks. This would be a

compilation of tips from all RESAs.

- Continue to provide the timely support for issues at hand.
- By building more awareness about the programs that are available.
- I'm pleased with what RESA 3 offers. Principals don't have time in their schedules to attend many programs at RESA 3. They have been great to come out to our individual schools to assist with technology needs and training of teachers.
- The RESA 3 programs are wonderful. They provide people with a way to improve upon knowledge.
- More awareness of the programs RESA offers.
- Love the technology connections. More training/information on technology please.
- If a system problem is reported, a reply/update in regards to the issue would be beneficial.
- Train the teachers in their own environment and follow-up to encourage participation.
- I know that Mr. Stone and Mr. Wolfe have to be swamped. I would think adding additional manpower would help expedite work order completion.

### **3. Development of New RESA 3 Programs**

- Offering webinars on health topics to update staff on health issues would be great. It would also reach a larger number of staff in the state.
- Substitute temporary certification program.
- Updates on programming/services provided at RESA 3.
- Bring back the bus that used to go to different locations that allowed communities the chance for a GED. Or, offer these classes other than just at the college.
- SPL in common core
- The new format for presenters has been great so far.
- It was already added – an assistant principal's forum.
- Common Core/Smarter Balance.
- More Common Core training for the teachers.
- Sequel report writing basics for a beginner, with the idea that additional courses might be offered on a regular basis with a progression toward intermediate users and beyond.
- My teachers would like to have more trainings and professional development on the Common Core standards and how to implement/access them.
- SPL, SPI, UDI for the whole staff.
- Auto extrication for EMS.
- Production of sequel reports to help with dropout prevention and truancy.
- Training teachers on the Common Core. How teaching looked then vs. now.
- Classroom management in times that schools are targets for terrorists.
- Additional access to technology.
- Professional development for teachers (they may not know all of the programs RESA 3 has to offer).
- Programs that support Tech Steps and the transition into Common Core.
- It would be very beneficial to bring opportunities for classes that could help people gain personal and professional knowledge into the community. Many people in our area have issues that present barriers when trying to get the education they need to get jobs. So, classes such as basic computer skills, resume writing, etc. within the local community would be the support most people need to

benefit their quality of life.

- Wellness program, tutors for low performing students.
- Differentiated Instruction and collaboration in the classroom among the students.
- Next Gen Standard demo lessons.

### **Additional Comments**

- Need a follow-up workshop with John Strebe.
- The new work order system is very user friendly and allows schools to track repair progress.
- Knowing that someone will be in the Nitro office at 7 am has been a blessing on several occasions to me.
- The staff with RESA is always very helpful with all of our needs. They do a very good job.

CONTACT  
INFORMATION

*Regional Education  
Service Agencies*

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RESA

• *three* •

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A powerful engine for education

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