

ANNUAL REPORT
2011-2012

*Regional Education
Service Agencies*

RESA

• *six* •

A powerful engine for education

November 14, 2012



The enclosed 2011 – 2012 Annual Report of RESA six profiles the program and services provided by RESA six to Hancock, Brooke, Ohio, Marshall and Wetzel Counties. The format allows the Annual Report to be utilized as a planning tool and as a public relations document by all employees of the region.

The executive summaries of the programs and services should provide you with a greater insight of the multitude, diversity and quality of RESA six responsibilities. It is evident that “People Helping People” is the Agency’s credo as we continue to strengthen our region’s education programs by serving and supporting member counties as they strive for excellence for all students they serve, pre-school through adult.

RESA six work has benefitted the entire community as its partners with county school Boards, Institutions of Higher Education, various State agencies, emergency service organizations and business and industry.

The RESA six staff has taken bold steps forward and offer to our clients programs and services which are dynamic, relevant, oriented to the future and provide the highest quality services possible for the students and staff served.

Continuous improvement is the Hallmark of success. RESA six is utilizing an evaluation process, which articulates and measures the factors that account for our clients’ satisfaction. The Agency is guided by the feedback of the people served.

RESA six measures its success on its service and value. Service – the basis of all worthy enterprises that are set by giving assistance or advice to others and value - the worth of anything to a specific person or persons, value is subjective, it depends on the person doing the valuing.

The Agency prides itself in providing both.

The Satisfaction Survey tool and its results reflect the success of the RESA six services and value. In addition, supplemental satisfaction surveys which provide feedback defining services and programs provided by this Agency are found at the end of this report.

I believe you will find that RESA six provides relevant and quality programs and services that strongly support the needs of the educators and students served and that RESA six is carrying out the intent of WV Code §18-2-26 and State Board Policy 3233 in regard to accountability and performance

Nick P. Zervos
Executive Director

ANNUAL REPORT AT A GLANCE

INTRODUCTION

West Virginia Board of Education

Regional Education Service Agency 6.....

RESA PROGRAMS & SERVICES

- Adult Basic Education
- Cooperative Purchasing
- Exemplary Teaching Techniques
- Financial Management
- Financial Services
- Graduate Credit
- Grant Writing
- Handle On Science
- IPI
- Itinerant Programs
- Medicaid Specialist
- Principal Regional Institute
- Public Service Training
- Regional Training of School Bus Drivers
- Regional School Wellness
- School Effectiveness
- Special Education Program
- Staff Development
- Technical Services
- Smart Find Express
- Technical Assistance Schools
- WVEIS

PROFESSIONAL DEVELOPMENT & TRAINING

SATISFACTION & EVALUATION

- Satisfaction Survey October 16, 2012 and October 17, 2012
- Adult Basic Education
- Computer and Financial Services
- Computer Repair
- Electronic Health Data Ipad and Ipad Training
- HEAP Training
- E-Walk Review with Administrators
- Principal Regional Institute
- Public Service Training
- SBIRT
- Special Education
- WVEIS

CONTACT INFORMATION

EDUCATION

- Cooperative purchasing savings of over \$384,000
- Medicaid reimbursements of over \$4.6 million recouped and distributed to county school systems
- Employment of over 160 full-time and/or part-time personnel dedicated to serving specific county initiatives including but not limited to special education, supplemental education services, energy management, and technical services
- Professional Development activities conducted, coordinated and/or facilitated for over 10,562 participants
- RESA 6 provides itinerant services in the areas of speech language pathology, audiology, occupational therapy, physical therapy, school counseling, visual impairments, hearing impairments, school nursing, autism mentors, and educational interpreters.
- Provided professional development in the area of Non-violent Crisis Intervention
- Professional Development in the area of autism through TEACCH training
- School improvement efforts led through the use of Instructional Practices Inventory and follow-up activities in 24 schools, in all 5 counties
- Train Administrators/Teachers on WVEIS WOW programs
- Trained teachers as Peer Coders for IPI collection process
- Training at Elementary and Middle School Levels on RtI and SAT processes and forms
- Professional Development in curriculum including Language Essential for Teachers of Reading and Spelling (LETRS), Depth of Knowledge, WESTEST and Acuity Talks, Balanced Assessment, You Be George, Assessment Review, RtI Implementation, goal setting, data analysis, training in specific interventions, and scheduling.
- School Improvement –E-Walk design/revise, support, train for administrators
- Regional training of School Bus Drivers.

FINANCIAL BENEFIT

- GED Testing for over 410 individuals
- Adult Education Professional Development Sessions involving over 100 participants
- TANF recipients participating in TABE=328; Learning Needs Screenings=383; Emotional Health Inventories=406; total = 1,117
- WorkKeys Assessments with 110 SPOKES and Institutional Education students
- Statewide training and support for the use and implementation of the Adult Education Management Information System (AEMIS)
- Public Service Training classes for 5,606 participants
- Assisted with the National Project ESCAPE Conference for over 2,800 participants
- Substitute Employee Management System (SmartFind Express) that is utilized by Hancock, Ohio, Marshall and Wetzell. The Substitute Calling System is housed at RESA six using a half time employee to manage the system to save the counties time, dollars and efficiency with the flow of data to fill 56,000 calls a year with a fill rate of 98.1%
- Introduce and promote use of AEPA contracts and pricing.

HEALTH AND SAFETY

- Audiological services for over 350 students
- 21st Century Special Education professional development and other activities for over 1,000 participants
- 21st Century Professional Staff Development for 10,861 participants
- 21st Century Staff Development/graduate classes for over 100 participants
- Health Education Assessment Project (HEAP) training for 23 health teachers
- Electronic Health Data Training for 10 staff in Hancock County.
- Provided Let's Move WV! Resources to 5 schools in RESA 6.
- Regional academic activities (Math Field Day, Science Fair/Bowl, etc.) for over 170 students
- Over \$131,000 in grants from Benedum Foundation
- Certification/Recertification substitute teacher training for over 20 individuals
- WVDE/RESA Arts Team Project 21st Century staff development with 3 RESA Arts Teams

TECHNOLOGY

- Maintain and support Cisco routers in schools and school systems statewide
- Provide technical assistance to parochial schools, correctional facilities, public safety departments, community-based agencies and adult education facilities
- Coordinate with the WVDE to house, maintain and upgrade WVEIS
- Provide statewide training and support, including the WVEIS help desk, for all WVEIS users
- House, maintain and support a substitute calling system for select schools and school systems
- House and maintain state of the art technology training facilities for use by schools, school systems, the WVDE and community organizations
- Provide eWalk license support, training and template development/revision for select schools and school systems
- Assist schools and school systems with cost-effective purchasing of computers and peripherals
- Respond to over 5,618 service/repair calls
- On-site repair of all computer and peripherals
- WEB based data base for work order request and tracking
- Software installation and software upgrades
- Hardware installation and hardware upgrades
- Laptop repair and printer repair
- Operating system updates and antivirus software installation and configuration
- Wireless Networking Installation
- Network Troubleshooting (WAN and LAN) and network repair (WAN and LAN)
- Cisco Router support for WVEIS and internet access
- Smart board equipment setup and support
- WVEIS workstation support and WVEIS Client Access/software support/Mocha which allows displays and printers to communicate with the AS/400
- WVEIS staff assists over 3,000 system users
- Maintain the RESA-6 Web Page
- Creation and support of State E-Mail accounts for RESA-6
- WVEIS support for the On-Line IEP for Special Education
- Configuration and Installation of BTOP (Broadband Technology Opportunities Program) Cisco 3950 routers in 55 schools within RESA-6
- WVEIS support for Pre-K Assessment

- WVEIS support for Career Technical Education
- WVEIS support for Safe and Support Schools (Discipline System)
- WVEIS support of Direct Deposit/Annuity/Vendor submission electronically
- WVEIS support for the Electronic Wellness records
- WVEIS support of WESTEST2 Analysis (Growth Model)
- WVEIS Technical support of Let's Move! WV
- WVEIS support of Reimbursement Application
- WVEIS support of (MMIS) Medicaid Management Information System
- WVEIS support of Budget Supplement Application in WOW for Finance
- WVEIS support of Teacher/Administrator/Counselor Evaluation – Demo/Pilot Schools
- WVEIS support of the Five Year Strategic Plan
- WVEIS training/support for all new Web Based programs
- WVEIS workstation support and WVEIS Client Access/software support/Mocha
- Data and Software Server installation and support
- Upgrade and refurbish of donated computer equipment
- Video conferencing support and scheduling
- WinPOS school lunch software support
- Identometrics figure print student identification software support
- Follett Library Automation Software support
- Unique hardware and software support for Special Education
- E-Government project support
- Specialized technology purchases (Computer, Presentations etc.)

EVALUATION

- On the “RESA Customer Satisfaction/Evaluation Survey” (scale of 1 = lowest, to 5 = highest) the average rating of all responses from those using RESA services was 4.8.

*Complete Annual Reports for the year ended June 30, 2012, are available on line at each RESA’s web site.

Introduction

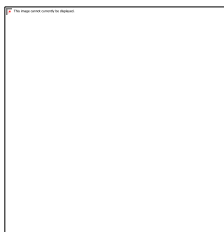
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November 14, 2012



WEST VIRGINIA BOARD OF EDUCATION

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Chancellor, West Virginia Council for Community and Technical College Education

Dr. Jorea M. Marple, 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.

RESA-6 REGIONAL COUNCIL

Brooke County

Kathy Kidder Wilkerson, Superintendent (Co-Chair)
James F. Lazear, Board Member

Hancock County

Suzan Smith, Superintendent
Patsy Brancazio, Board Member (Co-Chair)
Barbara Logue, Principal

Marshall County

Fred N. Renzella, Superintendent
Beth Phillips, Board Member
Shelby Haines, CIL

Ohio County

Dianna Vargo, Superintendent
Chris Carder, Board Member
Heidi Hohman, Teacher

Wetzel County

Diane Watt, Superintendent
Linda Kirk, Board Member

WV Department of Education

Amelia Courts, Assistant State Superintendent
Division of Educator Quality and System Support

PROGRAMS &
SERVICES

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November 14, 2012

PROGRAM TITLE: *Adult Basic Education*

PURPOSE: To enable adult learners to be literate, productive, and successful in the workplace, home, and community by delivering responsive adult education programs and services through professional development and technical assistance to adult educators.

FUNDING SOURCE: *WVDE Grant*

CONTACT PERSON: Kim McConnaughy, Regional Coordinator
304-231-3819
kmcconna@access.k12.wv.us

Major Accomplishments

- Attended Meeting of Champions/Drop Out Prevention Initiative
- Attended WV Statewide Technology Conference
- Oriented new instructor for the FastTrack Program
- Administered WorkKeys Assessments with SPOKES and Institutional Education Programs
- Attended WVAEA Conference Planning Meetings and Board of Directors' Meetings
- Finalized powerpoint, all preparations and presented the ABE/SPOKES Regional Kickoff Meeting
- Facilitated SPOKES staff meetings
- Facilitated T4OF curriculum and program planning meeting with DRS, WIB, and RESA Instructors
- Scheduled ABE Classroom Visits
- (Goal 1) Conducted classroom visits and observation with all ABE Programs (2 / 1,2)
- (Goal 2) Attended final planning meetings for WVAEA Fall Conference (2 / 2,4)
- (Goal 2) Completed conference registration and provided teachers with registration information (2 / 2,4)
- (Goal 2) Hired SPOKES substitute teachers and coordinated training and observation (2 / 2,4)
- (Goal 2) Designed technology needs survey for ABE and SPOKES teachers through Google Docs (2 / 2,4)
- (Goal 3) Reviewed and noted updates for RESA 6 webpages (3)
- (Goal 3) Attended Principal Regional Institute Programs (Fall and Spring)
- (Goal 3) Worked on final plans and preparations for Friends Scholarship Dinner WVNCC (2/3)
- (Goal 3) Attended quarterly DHHR/SPOKES meetings at 4 SPOKES sites (2 / 3)
- (Goal 3) Attended Region 5 Partner Meetings (2 / 3)
- (Goal 3) Attended Region 5 Youth Committee Meetings (2 / 3)
- Completed ABE/SPOKES strategic plan updates for 2011-12
- (Goal 3) Participated in Information/Job Fair at the Northern Regional Jail (2/3)
- (Goal 3) Participated in "The More You Know" Workshop hosted by Ohio County FRN (2/3)
- (Goal 3) Attended wellness session conducted by Linda Holmstrand of the WV Wellness Council (2/3)
- (Goal 3) Attended the Brooke/Hancock/Jefferson Metro Planning Commission Awards Banquet for Joan Beck

(honoree) (2 / 3)

- (Goal 3) Attended WVNCC Scholarship Breakfast (2/3)
- (Goal 3) Represented the Friends of the College as guest on TV-7 Noon News to promote the WVNCC Scholarship Dinner (2/3)
- Transported laptop lab and LCD projectors to Stonewall for WVAEA Fall conference
- (Goal 2) Participated in WVAEA Fall Conference (2 / 2,4)
- Participated in OEPA Review
- (Goal 3) Drafted RESA 6 electronic newsletters for regional and statewide distribution
- (Goal 2) Attended ABE Regional Coordinators' Meetings
- (Goal 2) Facilitated SPOKES Substitute Teacher Trainings and Meetings (2)
- Facilitated SPOKES program activities in the absence of the classroom teacher (3 days)
- Delivered classroom supplies and materials to SPOKES and ABE classrooms throughout the region
- (Goal 3) Presented ABE Program Overview to the RESA 6 Regional Council (3)
- (Goal 2) Conducted technology grant survey with ABE Programs and submitted budget request (2 / 4)
- Submitted ABE Program Data for 2010-11 Annual Report at a Glance
- Submitted ABE Program data and information for 2010-11 Annual Report
- (Goal 2) Scheduled staff meetings and core training sessions for Spring 2012 (2,4)
- (Goal 2) Conducted ABE Administrator Training / Review Session with Marty Hudek
- Reviewed year-end data match reports for ABE and SPOKES programs 2010-11
- (Goal 3) Attended T4OF Graduation Ceremonies (2/1)
- (Goal 3) Attended WVNCC Yuletide Luncheon with Friends of the College
- (Goal 2) Attended training session for the administration of on-line WorkKeys Assessments (2,4)
- (Goal 2) Attended the "train the trainer" session for WIN Career Readiness Courseware (2,4)
- (Goal 3) Attended grant planning meeting with WIB representatives (2,1)
- Researched and visited potential relocation sites for SPOKES programs in Hancock County and Wetzel County
- (Goal 3) Assisted with Breakfast Program at WVNCC for MLK Celebration
- Coordinated the "Souper Bowl" luncheon for RESA 6 staff
- Assisted with the review of the WVAEA by-laws and proposed revisions
- Prepared designated computers at each SPOKES site for on-line assessments
- (Goal 3) Administered on-line WorkKeys Assessments with SPOKES program (Jan 2012) (2,1)
- (Goal 3) Reviewed and approved curriculum; drafted agreement with WIB for the T4OF2 program (2,1)
- (Goal 5) Distributed ABE Community Needs Assessments at Paden City Elementary and WorkForce WV Career Center in Wetzel County
- (Goal 2) Conducted pre-evaluation meetings with Tara Brookover and Cindy West (2)
- (Goal 1) Conducted data audit with Brooke County ABE and began preparations for STAR Review
- Coordinated site visits for SPOKES with David Hollingworth, DHHR, and Technology Dept.
- (Goal 2) Hosted READ 2 and READ 3 training sessions with Cathy Shank/Judy Azulay (2,4)
- Observed the Wetzel County SPOKES/ABE program
- (Goal 3) Attended Carnegie Learning Grant Meeting w/Chesapeake
- (Goal 5) Completed and submitted FY13 SPOKES Grant Application
- (Goal 2) Presented ABE Updates at the NRJCF Advisory Council Meeting (2,4)

- Communicated with landlords to finalize lease arrangements for new SPOKES sites in Wetzel and Hancock Counties
- Contacted moving companies and talked with Bob Fry regarding moving arrangements for Wetzel and Hancock Counties SPOKES programs
- Posted ABE teacher position and interviewed candidates for Wetzel and Marshall County SPOKES programs
- Assisted in moving the Wetzel County and Hancock County SPOKES programs (April and June)
- Set up training and observation dates for new SPOKES/ABE teacher
- (Goal 2) Hosted cfwv training for ABE and SPOKES teachers (2 / 2,4)
- Transported furniture from Wetzel County SPOKES to Hancock County SPOKES
- (Goal 5) Completed and submitted ABE Regional Coordinator, FastTrack, and Wetzel County ABE Grant Applications for FY13 (1,2 / 1,2,3,4)
- (Goal 1) Conducted data audit and on-site review preparation with Brooke County ABE (2/1,2)
- Transported ABE technology equipment from RESA V to RESA 6 for distribution to classrooms
- (Goal 5) Began preparations for year-end purchasing for ABE and SPOKES programs
- Participated in RESA 6 Directors' Council monthly meetings
- (Goal 2) Sent certification renewals reminders to ABE and SPOKES teachers (2)
- (Goal 2) Participated in evaluation system webinar (2)
- Distributed satisfaction survey and compiled results for PY 2011-12
- (Goal 3) Attended GED Graduation/Recognition Programs with Northern Regional Jail/Correctional Facility and Ohio County ABE (2,3 / 1)
- (Goal 2) Set up iPad mobile lab
- (Goal 3) Attended SPOKES Recognition Program in Marshall County (2,3 / 1)
- (Goal 3) Appointed to Board of Directors for St. Johns Home for Children
- (Goal 2) Conducted final observations for annual teacher evaluations
- (Goal 1) Conducted final planning and preparation meetings for STAR and hosted State Department Staff for review in June) (2,3,4)

SUMMARY OF STRATEGIC PLAN RESULTS:

ABE goals that were accomplished in accordance with the strategic plan are noted in “green.”

PERSONNEL SUPPORTED:

Regional Coordinator – Adult Basic Education
Secretary

PROGRAM TITLE: Cooperative Purchasing

PURPOSE: To provide bidding and purchasing services that maximizes county and school purchases and reduces administrative burden to the county school systems.

FUNDING SOURCE: State Allocation

CONTACT PERSON: Greg Minnich
(304) 231-3822

gminnich@access.k12.wv.us

MAJOR ACCOMPLISHMENTS:

- Performed all administrative functions to competitively bid food service supplies: developed the bid document, received and analyzed the results, and produced various reports and for county Food Service Directors
- Established a two-step bid process to allow for the bulk of all items to be bid initially, with a follow up bid to capture new products or new nutritional requirements and the resulting change in product usage
- Performed all administrative functions to competitively bid for Milk and Bread products: developed the bid documents, received the results, and exercised the option to continue services with current vendors for school year 2012-2013
- Refined the extensive database for the food cooperative: refined the electronic spreadsheet for vendors to submit bids in a more user friendly format
- Performed all administrative functions to competitively bid instructional and office supplies: developed the bid document, received and analyzed the results, produced various reports and catalogs for county and school use
- Performed all administrative functions to competitively bid custodial supplies: developed the bid document, received and analyzed the results, produced various reports and catalogs for county and school use
- Performed all administrative functions to competitively bid copy paper supplies: developed the bid document, received and analyzed the results, produced various reports and catalogs for county and school use
- Performed comparative pricing analysis on teacher supply catalogs for three counties to facilitate county administrative decisions on vendor selection
- Researched various aspect of AEPA pricing and process and introduced the AEPA process to key county administrators

SUMMARY OF STRATEGIC PLAN RESULTS:

The Cooperative Purchasing program succeeded in its primary strategic goal to further the development of a regional food cooperative by refining the database, refining the electronic bidding format with vendors and establishing a two-step process to capture new products, errors, and/or new nutritional requirements. These objectives significantly increased the efficiency of the bidding and ordering process.

PERSONNEL SUPPORTED:

Coordinator of Purchasing and Finance

PROGRAM TITLE: *Exemplary Teaching Techniques*

PURPOSE: Teachers are identified by colleagues/Faculty Senate nominations for their Exemplary Teaching Techniques. These instructional techniques are shared through video recording accompanied by a written description of his/her exemplary technique and a reflection regarding the completed lesson. DVDs are available for review by colleagues desiring to learn new instructional techniques or administrators/future administrators as they prepare to complete classroom walk-throughs.

FUNDING SOURCE: *State Allocation*

CONTACT PERSON: Name: Marian V. Kajfez
Phone: 304 231-3806
Email: mkajfez@access.k12.wv.us

Major Accomplishments

- Teachers are nominated by Faculty Senate, one per building permitted, in the Fall.
- Teachers accept the nomination and complete the application and return it to RESA.
- Teacher chooses the lesson they consider Exemplary and set a video date in early March.
- Videos are prepared and returned to RESA in April.
- Peer Review is scheduled for late May.
- Peer review includes all teachers who have submitted an Exemplary Lesson on video tape.
- Peer review process includes the participants scoring all videos with a 21st Century Standards Based Rubric.
- The teacher earning the highest score from their peers is awarded a stipend equal to two days salary of the highest paid teacher in the region.
- The exemplary video is sent to WVDE for access state-wide.
- All videos of Exemplary Lessons are kept at RESA for regional use as requested.

SUMMARY OF STRATEGIC PLAN RESULTS:

Exemplary Teacher goals that were accomplished in accordance with the strategic plan are noted in “green.”

PERSONNEL SUPPORTED:

Director of Programs
Executive Secretary

PROGRAM TITLE: *Financial Management*

PURPOSE: To provide accurate budgeting and accounting of all financial activities of the agency.

FUNDING SOURCE: State Allocation

CONTACT PERSON: Greg Minnich
(304) 231-3822

gminnich@access.k12.wv.us

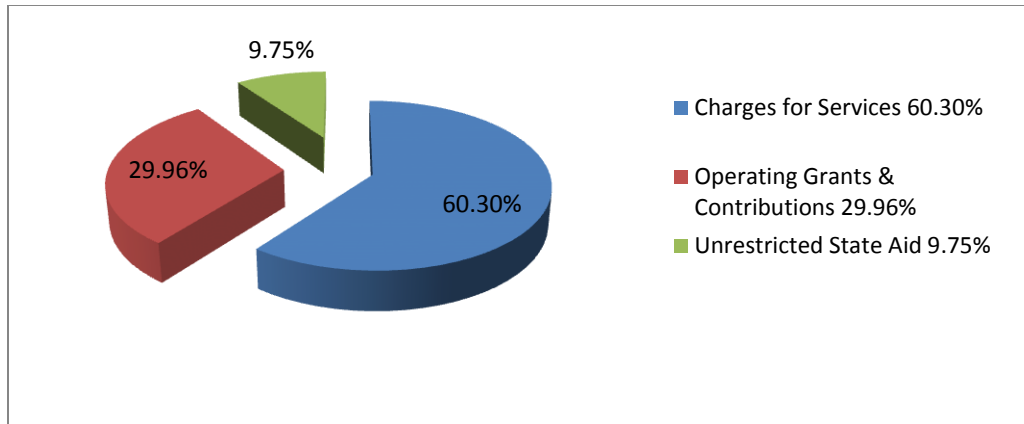
MAJOR ACCOMPLISHMENTS:

Financial Highlights

- RESA-6's liabilities exceeded assets by \$448,205.29 at the close of the most recent fiscal year. RESA-6 had a decrease of \$438,269.53 from the previous fiscal year's negative net worth of \$9,935.76. The decrease is entirely attributable to OPEB expenses.
- As of the close of the current fiscal year, RESA-6's governmental funds reported combined ending fund balances of negative \$408,084.56, a decrease of \$426,534.61 in comparison with the prior year.
- At the close of the current fiscal year, unassigned fund balance for the general fund was negative \$417,497.18 or negative 0.49 percent of total general fund expenditures.
- RESA-6 began the process of treating OPEB in alignment with new legislation and PEIA policy changes that will result in a the OPEB liability building in the general fund until future credits are issued by the PEIA, which will reduce and eliminate the liability over time.

Revenues:

The following chart shows RESA-6's revenues for fiscal year ended June 30, 2012 by source:



Revenues by Source

Charges for Services make up the bulk of RESA-6 revenues at 60.30%. The majority of these funds reflect County Board of Education payments for RESA-6 services. RESA-6 has historically had the majority of revenues made up of charges for services to County Boards of Education.

The following chart compares FY2012 revenues to FY2011 revenues:

	FY2012	FY2011	Net	
	Governmental	Governmental	Change	Percent
	Activities	Activities	Comparison	Change
Charges for Services	2,614,246.07	2,719,214.52	(104,968.45)	(3.86)%
Operating Grants & Contributions	1,298,736.47	1,451,912.59	(153,176.12)	(10.55)%
Unrestricted State Aid	422,626.00	416,457.00	6,169.00	1.48%
Total	4,335,608.54	4,587,584.11	(251,975.57)	(5.49)%

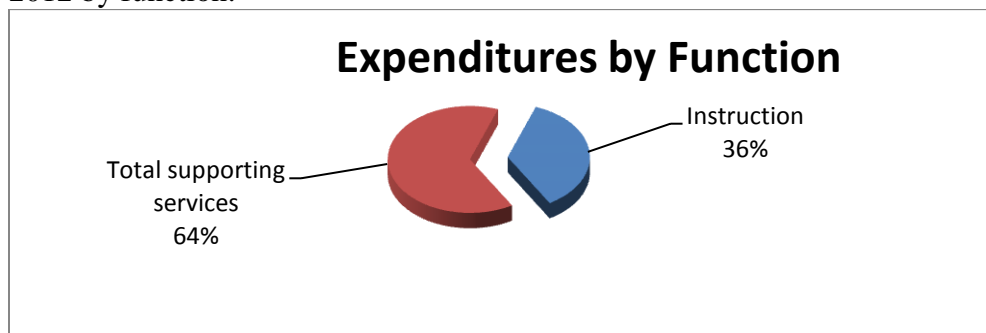
Revenue Discussion:

RESA-6 is designed to provide services to the county boards of education within the region. RESA-6 revenues reflect this service orientation in that the bulk of revenues are charges for services. The primary decrease of revenues over the previous fiscal year is in the area of operating grants and contributions. This decrease is primarily attributable to the ending of a few one-time grants, and the cumulative effect of marginal reductions in program budgets. The decrease in Charges for Services is immaterial and reflects reductions in staffing needs.

It should also be noted that the lack of adequate State Aid is extremely problematic due to the increased base costs with multi-year stagnant funding.

Expenses:

The following chart shows RESA-6’s expenditures for fiscal year ended June 30, 2012 by function:



Supporting services makes up the bulk of RESA-6 expenses at 64%, and reflect the support service orientation of the Agency. RESA-6 primarily functions to support County Board of Education activities, and the expenditure distribution is in alignment with that purpose with 100% devoted to support services and instruction.

The following chart compares FY2012 expenses to FY2011 expenses:

	FY2012	FY2011	Net	
	Governmental	Governmental	Change	Percent
	Activities	Activities	Comparison	Change
Instruction	1,714,282.58	1,723,442.26	(9,159.68)	(0.53)%
Total Supporting Services	3,059,595.49	2,966,518.01	93,077.48	3.14%
Total	4,773,878.07	4,689,960.27	83,917.80	1.79%

Expense Discussion:

RESA-6 is designed to provide services to the county boards of education within the region. RESA-6 expenses reflect this service orientation in that all of expenses are in Support Service and Instruction. The change comparisons are immaterial and reflect minor changes in staffing.

Change in Net Assets:

The difference between revenues and expenses resulted in a decrease in net assets of \$438,269.53. This decrease is primarily the result of increased personnel costs without additional revenues to cover those costs, and secondarily due to depreciation expense without any significant equipment assets acquired during the year. The increased personnel costs are attributable to expending OPEB costs for all employees without offsetting revenue to fund those costs.

SUMMARY OF STRATEGIC PLAN RESULTS:

Financial Management of RESA six continued to meet the expectations of the State Department for accurate financial accounting and management.

PERSONNEL SUPPORTED:

Coordinator of Purchasing and Finance and approximately 10% of a secretary

PROGRAM TITLE: *Financial Services*

PURPOSE: To provide financial services that assist the county school systems to operate in a cost efficient manner while reducing administrative burden on county school systems.

FUNDING SOURCE: State Allocation

CONTACT PERSON: Greg Minnich
(304) 231-3822

gminnich@access.k12.wv.us

MAJOR ACCOMPLISHMENTS:

- Tracked and monitored time spent in each county or benefit received by each county to fairly allocate costs for shared services in the Itinerant Program, the Technology Repair Program, the Substitute Calling Program, the Medicaid Billing Program, and the Handle on Science Program
- Made significant changes to the manner of invoicing for the Itinerant Program due to changes required by Medicaid
- Purchased supplies for the Handle on Science Program
- Housed and provided office resources for the State Telecommunications Network Engineer and the State Response to Intervention Specialist
- Contracted for services with Energy Managers to provide service in energy management and cost reduction for two county school systems
- Contracted for services with an Autism Consultant to provide services to the county school systems which produces a consistent approach and understanding throughout the region
- Provide centralized contracting for various expert trainers which allows counties to maximize their participation while minimizing the cost per county
- Employed and encouraged the employment of skilled retirees to provide part time services to the counties in a cost effective manner that allows counties to share matured expertise
- Provide accurate billing for all computer repair parts with no mark up on cost
- Administer Federal grants for regional initiatives in Special Education, Public Service Training, and Adult Basic Education
- Administer state grants for regional initiatives in Special Education, Public Service Training, Adult Basic Education, WVEIS Operations, Computer Repair and Modernization, and Public Health
- Administer County funded programs for Itinerant Teachers and Special Needs personnel, Technology Repair, Substitute Calling, Medicaid, and Handle on Science
- Administer local program funds for Public Service Training and the Benedum Grant for 21st Century Leadership

SUMMARY OF STRATEGIC PLAN RESULTS:

RESA six continued to deliver Financial Services to assist school systems to operate and deliver services efficiently and effectively.

PERSONNEL SUPPORTED:

Coordinator of Purchasing and Finance

PROGRAM TITLE: *Graduate Credit (WVU)*

PURPOSE: RESA-6 is able to offer professional development opportunities that also provide credit needed for renewal of certification or for pay increases. During the 2011-2012 school year teachers participated in sessions that stressed effective instructional techniques. Sessions included topics on Classroom Management, 21st Century Instructional Techniques, and a number of topics related to support the development of beginning teachers.

FUNDING SOURCE: *State Allocation*

CONTACT PERSON: Marian V. Kajfez
304 231-3806
mkajfez@access.k12.wv.us

Major Accomplishments

- WVU Graduate Credit is offered to teachers as requested.
- RESA supported, National Board Certification Cohort, offered 6 hours of Graduate Credit to teachers as they work toward National Board Certification.
- Hancock County offered Summer Teachers Academies including the WVU Grad Credit option.
- Marshall County, Moundsville MS, requested Classroom Management Strategies in the form of a book study in the Spring.
- Ohio County offered Higher Order Thinking Strategies at Bridge Street MS, Ritchie Elementary and Warwood School.
- As counties request, WVU Graduate Credit application are submitted.

SUMMARY OF STRATEGIC PLAN RESULTS:

Graduate Credit (WVU) goals that were accomplished in accordance with the strategic plan are noted in “green.”

PERSONNEL SUPPORTED:

Director of Programs
Executive Secretary

PROGRAM TITLE: *Grant Writing*

PURPOSE: RESA-6 staff members complete various grants that secure funds to assist the five county school systems in meeting their goals. Limited English Proficiency, 21st Century Principal Leadership Institute Follow-up and Special Education State and Federal Grants are among those awarded. RESA-6 also collaborates with community groups, county school systems, and numerous educational organizations to secure funds to promote professional development and student academic achievement.

FUNDING SOURCE: *State Allocation*

CONTACT PERSON: Marian V. Kajfez
304 231-3806
mkajfez@access.k12.wv.us

Major Accomplishments

- Benedum Foundation Grant (\$131,000) was continued to support the Follow-up to the WVDE Principal Institute.
- First Year Principals became Coaches to the Second and Third and Fourth Year attendees.
- The Follow-up Coaching Model continues in 2012-13 with County support.
- Benedum Foundation Grant was awarded (\$107,000) to support Math 1, using the NxtGenWVCSOs incorporating Carnegie Learning Software and Textbooks. Training for 20 Math 1 teachers was presented in July. Training in individual classrooms and Status Report Regional meetings will be held through the 2012-2013 school year.

SUMMARY OF STRATEGIC PLAN RESULTS:

Grant Writing goals that were accomplished in accordance with the strategic plan are noted in “green.”

PERSONNEL SUPPORTED:

Director of Programs
Executive Secretary

PROGRAM TITLE: *West Virginia Handle on Science*

PURPOSE: The WV Handle on Science project began in 1997 as a pilot program and was funded in 1998 through a National Science Foundation grant to provide inquiry based science professional development to elementary teachers. Teachers in kindergarten through grade six from Hancock, Brooke, Ohio, Marshall and Wetzel Counties have been involved since the beginning of the program. The five county school systems now support the program through RESA 6. Handle on Science has incorporated Standards Based Curriculum including; science kits with inquiry centered activities, refurbishment of kits through bulk purchasing, transportation of the kits to area schools and continued support by business partners.

Pre-Service Preparation programs in various WV colleges and universities now utilize science kits in their methods courses modeling pedagogy used in the WV Handle on Science program.

Community connections exist with local children's science programs to familiarize teachers with the plethora of informal science opportunities available in WV to be shared with parents, friends and community members.

The strength of the WV Handle on Science has been standards based curriculum shared with leaders in the science community and development of school level leaders. The program has been replicated across the state through efforts of the WVDE SIMPLE project due to the success of the RESA 6 Handle on Science Program.

FUNDING SOURCE: *County Sponsorship*

CONTACT PERSON: Nick P. Zervos
304 231-3804
nzervos@access.k12.wv.us

PERSONNEL SUPPORTED:

Project Director
Warehouse Manager

PROGRAM TITLE: *Instructional Practices Inventory*

PURPOSE: Instructional Practices Inventory (IPI) is a process created, designed and researched by Dr. Jerry Valentine, University of Missouri. The IPI is a Data Collection Process of the categories of student engagement. Schools do a series of Data Collections followed by Faculty Data Review Discussions about the data collected and the teaching strategies implemented to increase student engagement in higher order thinking. Teacher were trained and certified as IPI Coders in 24 RESA-6 schools.

FUNDING SOURCE: *State Allocation*

CONTACT PERSON: Name: Marian V. Kajfez
Phone: 304 231-3806
Email: mkajfez@access.k12.wv.us

Major Accomplishments

- Instructional Practices Inventory (IPI) Data Collection was originally completed by RESA-6 Certified Coders.
- Teachers from 24 RESA-6 Schools in all five Counties were trained and assessed to receive certification as IPI Coders.
- RESA-6 Schools incorporated the IPI Data Collection/Review Process with support from RESA 6.
- Weir HS was included in a Level 2 Training with Dr. Valentine. He complimented them on their work with IPI and the increase in higher order student engagement they showed.
- IPI was not a required addition for school improvement . Our schools asked for the training and willingly incorporated the Process into their routines. The rich conversations during the IPI Reviews were instrumental in improving higher order thinking in classrooms.

SUMMARY OF STRATEGIC PLAN RESULTS:

Instructional Practices Inventory goals that were accomplished in accordance with the strategic plan are noted in “green.”

PERSONNEL SUPPORTED:

Director of Programs
Executive Secretary

PROGRAM TITLE: *Itinerant Program*

PURPOSE: RESA 6 provides itinerant services in the following areas:

- Speech language pathology
- Audiology
- Occupational therapy
- Physical therapy
- School counseling
- School psychology
- Visual impairments
- Hearing impairments
- School nursing
- Educational interpreters

The RESA 6 educational interpreters participated in professional development in preparation for Educational Interpreting Performance Assessment (EIPA).

FUNDING SOURCE: *County Funds*

CONTACT PERSON: Amy McMillan
304 231-3823
amcmillan@access.k12.wv.us

Major Accomplishments

- Ordered Sign Language Translator for Interpreter Training/Resource
- Completed Strategic Plan and RESA portfolio
- Prepared Presentation for Marshall County New Teacher Training
- Item writing and revisions for Dynamic Learning Maps Project
- Conducted Monthly County Special Education Directors Meeting
- Prepared Powerpoint for County CPI Trainings
- Ordered Sign Language Translator for Interpreter Training/Resource
- Conducted IEP Review for Ohio County Schools
- Attended Monthly RESA Special Education Directors Meeting
- Attended monthly OSP Staff Meeting
- Collaborated on powerpoint for T-1 Conference
- Participated in WVDE Central Office Webinar
- Meeting with Director of Programs and SPL Director

- Participated in CPI Non-Violent Crisis Intervention Training
- Attended the Autism Academy at Blennerhassett
- Collaborated with co-presenters for T-1 Conference
- Met with 2 of 5 County Directors concerning Technology Needs
- Attended and presented at T-1 Conference
- Collaborated with SPL Coordinator on Staff Development
- Built calendar for year for RESA Sp Ed Directors monthly meetings
- Composed Individual Waiver Request Letters for Interpreters
- Conducted Waiver Request Workshop for Interpreters
- Developed Individual Action Plans for Interpreters
- Developed Powerpoint for Marshall Co. Behavior Strategies Workshop
- Developed Interpreter Information Matrix

SUMMARY OF STRATEGIC PLAN RESULTS:

Itinerant Program goals that were accomplished in accordance with the strategic plan are noted in “green”.

PERSONNEL SUPPORTED:

Director of School Improvement and Special Education
Secretary



PROGRAM TITLE: *Medicaid Specialist*

PURPOSE: Coordinate the Medicaid billing for Brooke, Hancock, Marshall, Ohio, and Wetzel Counties

FUNDING SOURCE: Brooke, Hancock, Marshall, Ohio and Wetzel County Board of Education

CONTACT PERSON:

Karen M. Wojcik
304-231-3820
kwojck@access.k12.wv.us

MAJOR ACCOMPLISHMENTS:

- Processed over \$6,000,000 in Medicaid Billing which resulted in the counties receiving over \$4,600,000 in reimbursements for the 2010-2011 school year
- Conducted Medicaid reviews in each county to ensure that proper documentation is being kept in the event of a Medicaid audit
- Trained new providers on the Medicaid billing process
- Attended State Medicaid meetings to keep current of Medicaid changes and issues
- Prepared each county for the upcoming school year by compiling and distributing billing forms needed to complete Medicaid billing and updated each teacher during the year as new students were added to Special Education or to the Medicaid program

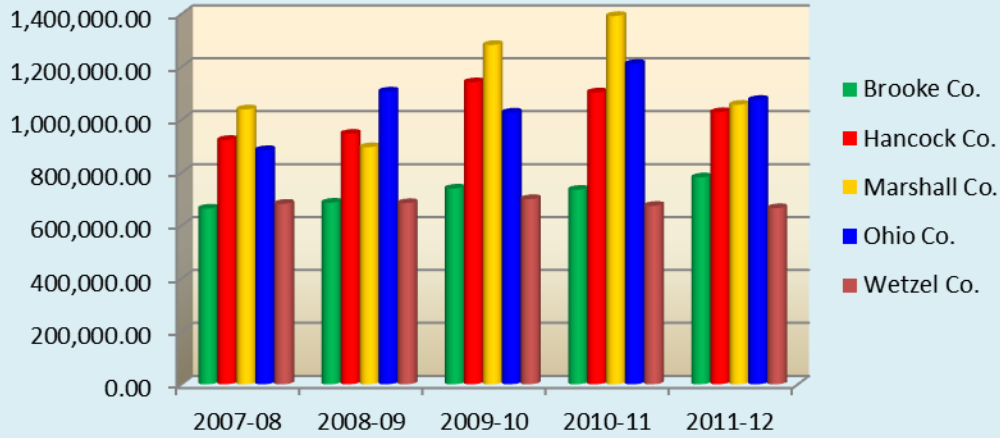
SUMMARY OF STRATEGIC PLAN RESULTS:

The Medicaid Program efficiently and effectively provided Medicaid billing services to all five county Board of Educations utilizing one Medicaid Specialist.

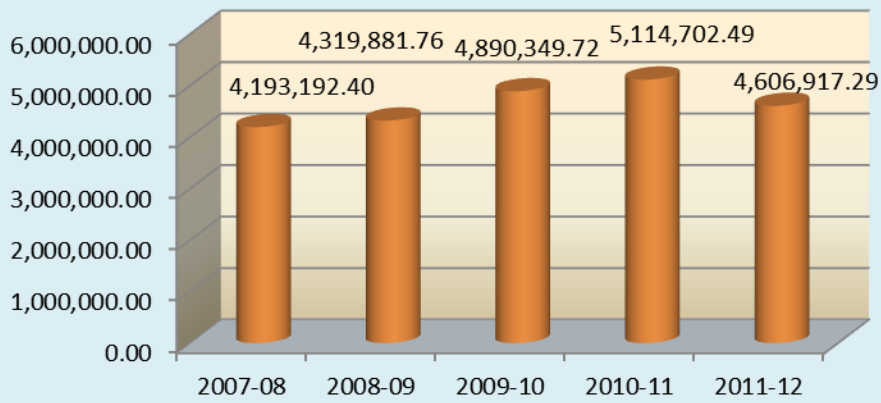
PERSONNEL SUPPORTED:

Medicaid Specialist

County Medicaid Monies Received



RESA-6 Medicaid Totals Sent to Counties



Five-year total sent to RESA-6 counties: \$23,125,043.66

PROGRAM TITLE: *Principal Regional Institute*

PURPOSE: Principals, central office administrators, WVDE members, and local college professors from RESA-6 public, private, and parochial schools examine issues of importance to school administrators during Principals Regional Institutes (PRI). Areas of focus include Leadership Development, School Improvement, 21st Century Learning and Legal Issues. PRI provides a venue for administrators to share ideas and experiences with colleagues to develop leadership skills while networking with colleagues. PRI provides valuable information and skills that are of particular importance to the building level leaders.

FUNDING SOURCE: *State Allocation*

CONTACT PERSON: Marian V. Kajfez
304 231-3806
mkajfez@access.k12.wv.us

Major Accomplishments

- PRI Fall 2011:
September 20 & 21, 2011 at White Palace, Wheeling Park
Board Goals and Strategic Priorities.....Chuck Heinlein, Deputy Superintendent

Evaluations, Making a Difference.....Michele Blatt
Expected Behaviors in Safe and Supportive Schools, Policy 4373....Melanie Purkey
Fine Arts, Core Curriculum.....Jack Deskins
- PRI Spring 2012:
March 28 & 29 at the White Palace, Wheeling Park
“Safe and Supportive Schools”.....Amelia Courts & Melanie Purkey

SUMMARY OF STRATEGIC PLAN RESULTS:

Principal Regional Institute (PRI) goals that were accomplished in accordance with the strategic plan are noted in “green.”

PERSONNEL SUPPORTED:

Director of Programs
Executive Secretary

PROGRAM TITLE: *Public Service Training*

PURPOSE: To provide high quality, cost effective emergency response training working toward our goal the preservation of life, property and the environment.

FUNDING SOURCE: *WVDE Grant/HMEP Grant/Distance Learning Grant*

CONTACT PERSON: Stan Traylor, Regional Coordinator
304-231-3815
straylor@access.k12.wv.us

Major Accomplishments

- Conducted **365** PST classes serving more than **5606** students
- Negotiated and successfully completed training contracts with major industrial & educational entities including but not limited to CONSOL, Bayer Material Sciences, Tunnel Ridge Mine, Cardinal Health, Momentive Performance Inc., West Liberty State University, CertainTeed Inc., PPG Industries
- Increased computer based or computer supported PST class offerings
- Supported regional fire school committees to provide quality training for area firefighters
- Provided training supporting the safe schools initiative throughout the region
- Implemented a program to support certified in-house training with Wheeling Fire Department
- Conducted instructor in-service training for Fire Service & EMT Instructors
- Participated in Statewide Fire Officer I & II Train the Trainer courses
- Taught legal implications for statewide PST instructor methodology classes
- Provided technical assistance to the school systems and emergency response agencies to the six counties served by RESA-6 PST
- Conducted instructor in-service training for PST instructors to facilitate quality emergency response training within the region. Participate in statewide instructional methods training and meetings to improve, update & enhance the PST program
- Increased instructor and student familiarity with Computer Based Training(CBT) and testing
- Conduct instructor in-service training enabling them to facilitate computer based emergency response classes. Conduct computer based PST classes such as Firefighter I & II, Fire Officer I & II and EMT-B
- Collaborated with RESA-6 Technology Department and Wheeling Fire Department to establish goals for the distance learning project
- Assisted with the equipment purchase and bench testing to prepare for implementation of the distance learning project

SUMMARY OF STRATEGIC PLAN RESULTS:

PST goals that were accomplished in accordance with the strategic plan are noted in “green.”

PERSONNEL SUPPORTED:

Regional Coordinator – Public Service Training
PST Facilitator

PROGRAM TITLE: Regional Training of School Bus Drivers

PURPOSE: To provide trained School Bus Drivers to the county school systems in a cost effective manner while facilitating and emphasizing best practices of training, reducing administrative burden on county school systems, and enabling State Bus Inspectors to focus on bus inspections.

FUNDING SOURCE: Primarily County Funds with assistance from a State Implementation Grant

CONTACT PERSON: Greg Minnich
(304) 231-3822

gminnich@access.k12.wv.us

MAJOR ACCOMPLISHMENTS:

- Employed both a regional coordinator and skilled trainers for the regional program
- Developed a strategic plan to transition from county training to regional training
- Developed vendor relations to process all costs of training through the RESA
- Developed a curriculum and sequence of training to facilitate consistent, effective and time efficient training
- Developed procedures and a shared database to track and monitor both training progress and passing of various certification requirements
- Provide communication to county transportation directors on any concerns or issues that relate to trainees as the training progresses
- Built flexibility into the regional program to allow for both large class instruction and/or individualized instruction to meet specific county critical needs

SUMMARY OF STRATEGIC PLAN RESULTS:

In the course of approximately 7 months RESA six has gone from having no involvement or expertise in school bus driver training, to a complete regional program. The program is designed to only require that the county school system interview the candidates and submit acceptable candidates for training. RESA six then handles all aspects of training, verifies all certification requirements, maintains all appropriate paperwork, and delivers to the county upon final certification testing both a certified bus driver and all required documentation.

PERSONNEL SUPPORTED:

Coordinator of Regional Bus Driver Training (Part Time)
Five Regional Trainers (Part Time)



PROGRAM TITLE: *Regional School Wellness*

PURPOSE:

The Regional School Wellness Specialist (RSWS) in RESA 6 works to develop a Coordinated School-Public Health Partnership. This partnership will build collaboration among community, schools, and county school systems to assist students and staff in achieving healthy lifestyles. The Coordinated School Public Health Program (CSPHP) addresses 8 components of wellness such as: staff support and wellness promotion; a healthy and safe school environment; family, business, and community involvement; guidance/counseling, psychological, and social services; nutrition services; physical education and health education. The CSPHS is a collaborative effort supported by the Bureau of Public Health and the West Virginia Department of Education's Office of Child Nutrition and Healthy Schools.

FUNDING SOURCE: WVDE State Grant

CONTACT PERSON: Caryn Puskarich
 Phone: 304-231-3816
 Email: cpushari@access.k12.wv.us

MAJOR ACCOMPLISHMENTS:

- Health Education Assessment Project (HEAP) training was provided to all 5 counties in RESA 6.
- Electronic Health Data Training (EHD) was provided to all school nurses and WVEIS County Contacts in all 5 counties in RESA 6.
- FitnessGram training was provided to all 5 counties in RESA 6.
- Let's Move WV! was provided in all 5 counties in RESA 6.

SUMMARY OF STRATEGIC PLAN RESULTS:

School Wellness goals that were accomplished in accordance with strategic plan are noted in green.

PERSONNEL SUPPORTED:

Regional School Wellness Specialist
Secretary

PROGRAM TITLE: *School Effectiveness*

PURPOSE: Aligned all staff development and special education training provided by RESA with the WV Board of Education Professional Development Goals. Designed common school-wide standards for both achievement and behavior utilizing School-wide Positive Behavior Support. Provided professional development in the area of Non-violent Crises Intervention. Supervised and supported RESA 6 personnel and the schools of which they provide services in improving student achievement.

FUNDING SOURCE: WVDE *State Allocation*

CONTACT PERSON: Amy McMillan
304 231-3823
amcmillan@access.k12.wv.us

Major Accomplishments

- Conducted Classroom Management Training for Marshall Co. new Teachers
- Attended School Improvement Leadership Team Training
- Facilitated IPI Data Review-Hooverson Heights Elem.
- Facilitated IPI Data Review-John Marshall High School
- Posted Instructional Aide Position-Brooke County
- Attended SenseAbilities Advisory Board Meeting
- Sponsored Regional Science Bowl for RESA-6 High Schools
- Presented to Parents and Aides – Marshall County Incidental Teaching

SUMMARY OF STRATEGIC PLAN RESULTS:

School Effectiveness goals that were accomplished in accordance with the strategic plan are noted in “green.”

PERSONNEL SUPPORTED:

Director of School Improvement and Special Education
Secretary

PROGRAM TITLE: *Special Education Program*

PURPOSE: All activities conducted this year through the RESA-6 Special Education Program have focused on improving student achievement for ALL students through scientifically research based curriculum and targeted professional development. RESA-6 continues to support state and federal mandates of student achievement and accountability into the professional development and technical assistance activities. The following is a summary of these activities.

FUNDING SOURCE: WVDE

CONTACT PERSON: Amy McMillan
304 231-3823
amcmillan@access.k12.wv.us

Major Accomplishments

- Conducted CPI Recertification Training for Ohio County
- Attended Monthly RESA Special Education Directors Meeting
- Attended Monthly Office of Special Programs Staff Meeting
- Conducted CPI Certification Training for Hancock County
- Conducted Monthly County Special Education Directors Meeting
- Completed Special Ed Director's Binder
- Attended RESA-6 Regional Council Meeting
- Conducted CPI Certification Training for West Liberty Student Teachers
- Prepared new Special Education Teacher Survey with Nancy Richmond
- Attended West Virginia Autism Collaborative Community of Practice Workshop
- Posted Instructional Aide Position – Brooke County
- Participated in OEPA Audit of RESA-6
- Attended WVCEC Conference
- Attended West Virginia Advisory Committee Public Forum – Wetzel County Board of Education
- Conducted Monthly Pre-K Director's Meeting
- Met with Shelby Haines to form Team for a vision student
- Made revisions on Restraint and Seclusion Policy
- Submitted Revisions for consideration on Restraint and Seclusion Policy
- Attended West Virginia Accessible Instructional Materials Workshop
- Conducted CPI Certification Training for Wetzel County

SUMMARY OF STRATEGIC PLAN RESULTS:

Special Education goals that were accomplished in accordance with the strategic plan are noted in "green."

PERSONNEL SUPPORTED:

Director of School Improvement and Special Education
Secretary



PROGRAM TITLE: *Staff Development*

PURPOSE: All staff development programs in this report identify programs, activities and services provided by RESA-6, which reflect, demonstrate and emphasize capacity building in areas of service **5.1.1** and **5.1.2** of WV code **§18-2-26** and addresses technical assistance and targeted professional development. The RESA-6 Regional Staff Development Council collaborates with county staff development councils to meet the professional development needs of the professionals in the counties served by RESA-6. In concert with the West Virginia Professional Staff Development Advisory Council the RESA-6 council aligns programs and sessions to the staff development goals approved by the WV Board of Education. Student academic achievement and best instructional practices are inherent in all professional development activities.

FUNDING SOURCE: *State Allocation*

CONTACT PERSON: Marian V. Kajfez
304 231-3806
mkajfez@access.k12.wv.us

SUMMARY OF STRATEGIC PLAN RESULTS:

Professional Development goals that were accomplished in accordance with the strategic plan are depicted on the following graph as well as the report included under “Professional Development & Training.”

PERSONNEL SUPPORTED:

Director of Programs
Executive Secretary

PURPOSE: Technical Services and Repair to RESA 6 Region.

FUNDING SOURCE: State Grant and County Funds

CONTACT PERSON: Robert Duke Fry (Retired)

304 231 3830

bfry@access.k12.wv.us

MAJOR ACCOMPLISHMENTS:

Processed **5,618** County generated Work Orders, performing the following services.

- On-site repair of all computer and peripherals (When possible)
- WEB based data base for work order request and tracking
- Software Installation
- Software upgrades
- Hardware Installation
- Hardware upgrades
- Laptop Repair
- Printer Repair
- Operating system updates
- Antivirus software installation and configuration
- Wireless Networking Installation
- Wireless Networking Service
- Network Troubleshooting (WAN and LAN)
- Network Repair (WAN and LAN)
- Cisco Router support for internet access
- Smart board equipment setup and support
- WVEIS workstation support
- WVEIS Client Access Software Support
- Data and Software Server installation and support
- Upgrade and refurbish of donated computer equipment
- Video conferencing support and scheduling
- WinPOS school lunch software support
- Identimetrics figure print student identification software support
- Follett Library Automation Software support
- Unique hardware and software support for Special Education
- E-Government project support
- Specialized technology purchases (Computer, Presentations etc.)

Brooke County Board of Education provides their own Technical Services. RESA 6 provides WVEIS support and other services per requests.

RESA 6	
Work Orders Processed	
PROJECT TITLE	Number of Service Calls
WVEIS	349
Basic Skills	2491
SUCCESS	2636
World Schools/Telecom. Grant	14
Other State Projects	128
Non-State Projects	0
Total of all Projects:	5618
REPORTING PERIOD: From: 07/01/11 To 06/30/12	

SUMMARY OF STRATEGIC PLAN RESULTS:

Computer Repair Department and with the cooperation of the Wheeling Fire Department took the technical lead and assisted RESA 6’s Public Service Training in developing remote training of the Wheeling Fire Department personnel. Improved the Bandwidth needed to host Remote Training Session at RESA 6 and the Wheeling Fire Department. The Technology Department hosted and lead demonstration training Sessions to remote Fire Stations, professional and volunteer.

Provide informal in house training for the RESA 6 Computer Technicians’ “On the Job Training”. Monthly or as needed session timed about 4 hours. Sessions will be formal and dynamic discussion among Technicians. This insures understanding and success of the training.

Provide technical services to insure that all students and faculty have the use of the technology needed to teach and learn. By installing, maintaining and/or repairing education related technology equipment and software with special attention to state- BasicSkills/Computer Education and SUCCESS projects under the name, Twenty-first Century Tools for Twenty-first Century Schools.

Support West Virginia Information System, Installing, maintaining and/or repairing of School Administrative Technology related to the West Virginia Information System.

Improve the Bandwidth needed to host Remote Training Session and Video Conferencing at

RESA 6. Seek additional funding source via research on the internet and from Federal and State Government representatives. Compose an informational document to be used for requesting funding. Present document to Government and Private grant sources.

Use the RESA 6’s Technology Service Database to generate Monthly reports, Quarterly reports, Annual reports, and submitted to RESA 6 Director.

PERSONNEL SUPPORTED:

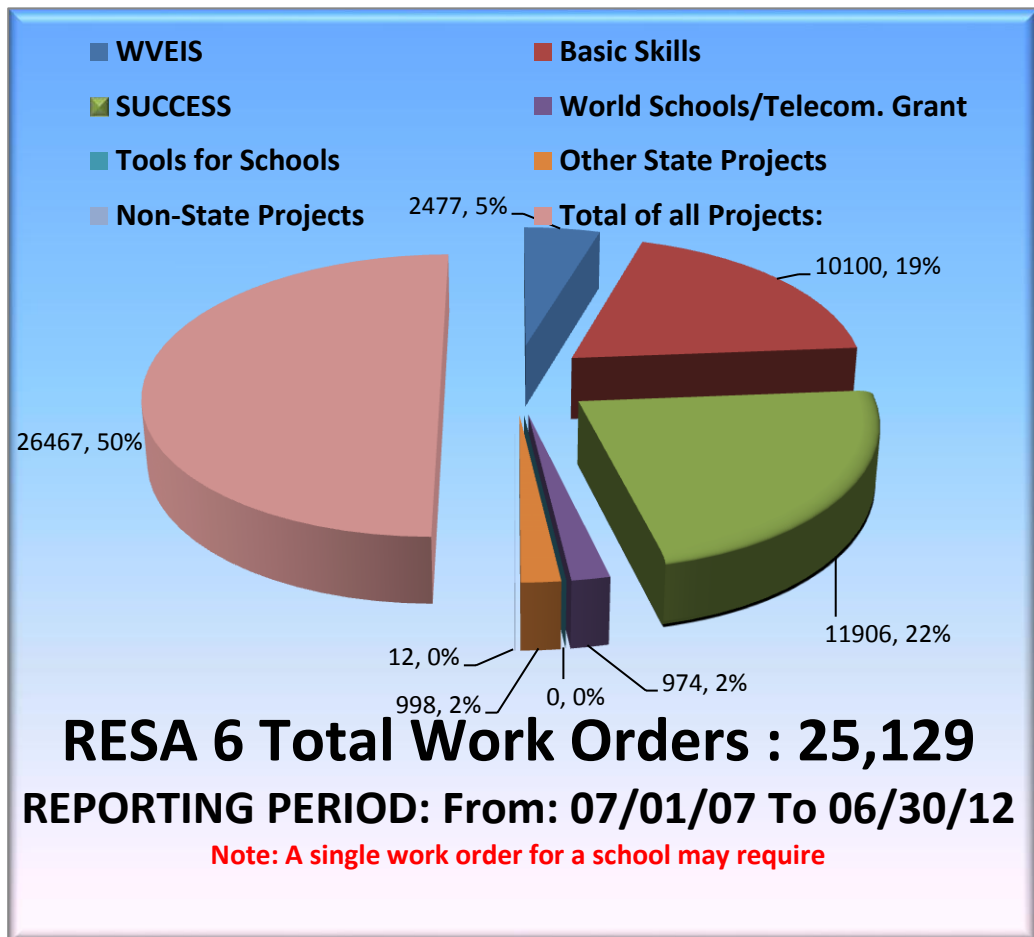
One Coordinator and five Technical Service Technicians.

RESA 6

PROJECT REPAIR REPORT

PROJECT TITLE	RESA 6 Five Year Project Repair Report
WVEIS	2,477
Basic Skills	10,100
SUCCESS	11,906
World Schools/Telecom. Grant	974
Other State Projects	998
Non-State Projects	12
Total of all Projects:	26,467

REPORTING PERIOD: From: 07/01/07 To 06/30/12



PROGRAM TITLE: *SFE SmartFind Express (Substitute/Employee Management System)*

PURPOSE: SmartFind Express a Substitute/Employee Management Calling System which is utilized by four of the RESA-6 counties, Hancock, Ohio, Marshall and Wetzel. SFE automates the absence entry process and substitute search and job assignment. The Substitute calling system is housed at RESA-6 using a half time employee to manage the system to save the counties time, dollars and efficiency with data flow.

FUNDING SOURCE: *LEA*

CONTACT PERSON: Ronda Kouski
304-243-0397
rkouski@access.k12.wv.us

Major Accomplishments

- SFE fills approximately 56,000 calls a year with a fill rate of 98.1%
- SmartFind Express utilizes advance technology that automates the absence process
- Recording and reporting employee absences
- Selecting the most qualified substitutes available
- Notifying and assigning substitutes to assignments
- Electronically transmit employee absences and substitute hours to the county payroll system
- Reporting on detail and statistical trends
- Providing reports to administrators on absence status and absence assignments
- Recording assignment information and tracking status for record keeping
- Maintain the hardware and software with version updates
- Cost effective system which serves four counties vs. each county having their own system
- Half Time employee on a daily basis from 6:30 am - 11:00 am to monitor system
- WVEIS staff to monitor the system from 11:00 am until 4:00 pm
- SFE may be accessed 24 hours a day, 7 days a week by Administrators, Employees, and Substitutes by phone or web browser <http://resa6ems.k12.wv.us>

SUMMARY OF STRATEGIC PLAN RESULTS:

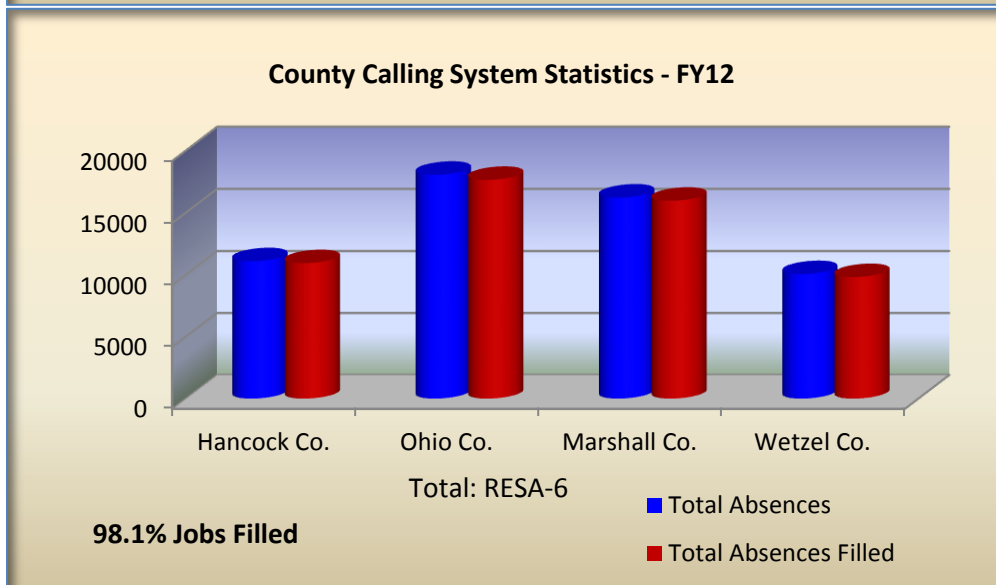
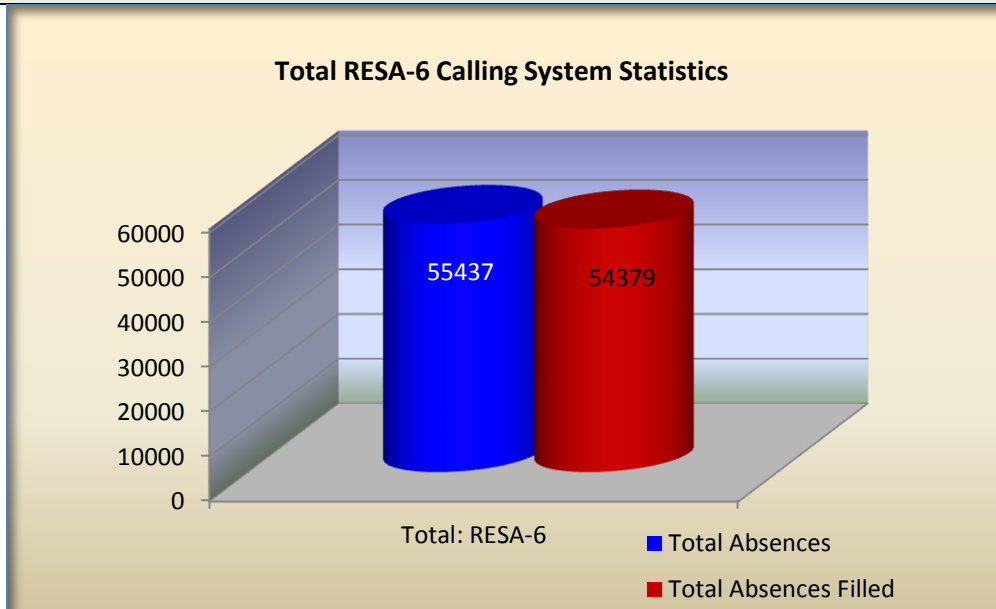
Continue to oversee and manage The Substitute Employee Management System (SFE) for all four counties which is housed at RESA-6 using a half time employee to save the counties time, dollars and efficiency with the flow of data for absence reporting.

PERSONNEL SUPPORTED:

Hancock, Marshall, Ohio and Wetzel County Personnel
Work directly with eSchool Solutions (System Support)

RESA-6 Smart Find Express Calling System Statistics - FY12

	Total Absences	Total Absences Filled	Percent of Absences Filled
Hancock Co.	11098	10943	98.6%
Ohio Co.	18055	17647	97.8%
Marshall Co.	16222	15966	98.5%
Wetzel Co.	10062	9823	97.6%
Total: RESA-6	55437	54379	98.1%



PROGRAM TITLE: *Technical Assistance Schools and Statewide System of Support*

PURPOSE: RESA-6 serves three schools as Technical Assistance (TA) schools. Each school designated has been charged with customizing school improvement to their site. Professional Development is provided by RESA 6 personnel. Additional professional development is available state-wide as requested by individual schools. Assistance included but was not limited to:

- Co-Teaching/Data Collection Walk-Throughs
- CSEFEL (Center for Social Emotional Foundations for Early Learning Introduction to Pre-K Directors)
- SPL
- Data Analysis
- Training in specific interventions
- Scheduling

In collaboration with the WVDE, RESA-6 is also part of the SSOS team working with high schools in Wetzel County, providing training, support, and technical assistance.

FUNDING SOURCE: *Federal Grant/WVDE State Grant*

CONTACT PERSON: Amy McMillan
304 231-3823
amcmillan@access.k12.wv.us

Major Accomplishments

- Collaborated with Marian Kajfez and Nancy Richmond for TA planning.
- Networked with team from Wetzel County to address needs of TA schools.
- Became member of School Leadership Teams to address targeted areas.
- Became an IPI coder.
- Conducted IPI overviews, data collections and data reviews in targeted schools and assisted with the development of action plans to ensure continued growth.
- Developed an IPI tally/worksheet for ease of data collection.
- Collaborated with Marian Kajfez and Nancy Richmond regarding TA school meetings and planning.
- Collaborated with Chuck Heinlein, Richard Lawrence and Bill Ferguson for improvement strategies for identified schools.
- Developed a Decision and Action form for uniformity in impact on targeted goals.

SUMMARY OF STRATEGIC PLAN RESULTS:

Technical Assistance School goals that were accomplished in accordance with the strategic plan are noted in “green.”

PERSONNEL SUPPORTED:

Director of School Improvement and Special Education
Secretary

PROGRAM TITLE: *WVEIS (West Virginia Education Information System)*

PURPOSE: WVEIS is a statewide program that produces and supports every facet of West Virginia’s educational record keeping. The data is stored and processed through the West Virginia Education Information System’s AS/400 computer. The function of the WVEIS department is to provide support to all regional school system personnel with the WVEIS program. Although many faceted, a primary focus is provided for school and county administrators to review their students’ progress toward compliance with the federal and state laws and policies associated with NCLB, West Virginia Achieves and Policy 2310.

(Goal 4.1 – Provide timely delivery of services.)

Ongoing as needed: The RESA-6 WVEIS Operations Center is a helpdesk that provides numerous services to users including the installation of client access and other 5250 emulation between the individual PC and the AS/400, report trouble tickets to Verizon and Stratuswave when schools and other facilities report communication failures and assists with any telecommunication issues that affect the ability of the school to work with WVEIS or any internet function, to setup and program the network router configurations for all schools and facilities as well as providing user assistance with WVEIS Software issues, user ID’s, menus, system configurations and printer setups and other printer issues.

FUNDING SOURCE: *WVDE State Grant*

CONTACT PERSON: Ronda L. Kouski, Coordinator
304-243-0397
rkouski@access.k12.wv.us

Major Accomplishments

- The RESA-6 WVEIS Operations Center serves 55 schools, 5 Board of Education Offices, 5 Transportation Offices and 5 Food Service Operations.
- Our Staff assists over 3000 system users with the following services:
 - Support for each county’s software training and implementation
 - System configuration for RESA -6 Counties and Users
 - Program update installations and configurations
 - Help-desk phone support for WVEIS users
 - Assistance with mandated state and federal data submissions
 - Support for Food Service/Primero that manages all Child Nutrition data including student status information as well as billing
 - Support of Transportation System
 - Support of the IBM Client Access program which allows each of RESA-6 displays and printers to communicate with the AS/400.
 - Repair and program the communication router that ties each school’s computer network to the WVEIS computer and to the internet.
 - Maintain communication between counties, facilities and Frontier/Stratuswave for

- data communication lines and report trouble tickets as needed
- Assist with Payroll Direct Deposits and Bank Reconciliations
- Write user requested report queries and specialized reports
- Write IBM and Sequel Query programs as needed
- Write FormsPrint Programs for various reports, FormsPrint is a program that creates forms with company logos, graphics, photos and signatures
- Support the submission for Annuity and Vendor ACH direct deposits
- Submit payroll direct deposit for Marshall County and backup for Brooke, Ohio and Wetzel Counties
- Setup Users for the new WVEIS on the WEB programs (WOW)
- Creation of close to 1900 Teacher ID's in all five counties
- Support of Teacher Self Registration for WOW
- Support all WVEIS on the WEB browser based programs
- Drivers Education Eligibility and Ineligibility
- Support all four counties that use The Substitute Employee Management System (SFE)
- Support of the Fixed Assets System
- Support of the Financial Management System & New WOW Programs for FMS
- Support of the Warehousing System
- Support of Grade Quick and Edline
- Pre-K/Kindergarten Assessment Program
- Early Warning System – ABC's (Attendance, Behavior and Course Performance)
- Support of Educator Evaluation System in RESA-6 Demo Schools and Pilot Schools
- Support of the Growth Model- for students growth and performance over time
- Career Technical Education Support
- Safe and Supportive Schools (Discipline System) on WOW for Principals and Teachers
- WESTEST Testing
- Highly Qualified Teachers – Work with County Contacts, Administrators and Principals to assist with Highly Qualified Teacher entry screen
- Support of Five Year Strategic Plan
- Support of Wellness Records/Electronically with the use of iPad/iPod Devices
- Collaborate with our Wellness Specialist on the Let's Move Initiative
- Develop RESA-6 Webpage for trainings, public information and notices
- Configuration and Installation of BTOP (Broadband Technology Opportunities Program) Cisco 3950 routers in 55 schools within RESA-6 and Fiber Optic installs. This will give schools much greater bandwidth and reliability
- Conduct County Contact Meetings – discuss new programs and data collections
- Conduct WVEIS Satisfaction Surveys with each of our five counties
- Attend Bi-Monthly WVDE/WVEIS Conference calls and Webinars
- Attend Monthly Directors Council Meetings at RESA-6
- Attend Regional Council Meetings as directed

SUMMARY OF STRATEGIC PLAN RESULTS:

Maintain the ever increasing knowledge base of WVEIS software programs and other incidental related programs in order to successfully assist RESA-6 users who call for assistance and guidance so that “All students shall be educated in school systems that operate and deliver services efficiently and effectively.”

Continue to oversee and manage The Substitute Employee Management System (SFE) for all four counties which are housed at RESA-6 using a half time employee to save the counties time, dollars and efficiency with the flow of data.

PERSONNEL SUPPORTED:

All WVEIS Users

Work directly with WVDE Educational Information Staff

WVEIS County Contacts

PROFESSIONAL
DEVELOPMENT &
TRAINING

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RESA

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November 14, 2012

The following table represents training sessions by department, location, and audience. It also identifies the location of each training session and the number of participants attending each session in the 2011 – 2012 program year.



November 14, 2012



2011-2012

RESA-6 Professional Development and Training Sessions

Date	Training Session or Group	Dept	Location	Participants	Sessions	County	Audience
	RESA six Interpreters	SpEd	RESAsix	5	1	RESA-6	RESA-6 Staff
07/26/11	Benedum Principals Coaches	Staff Dev	RESAsix	4	1	H-M-W-R	Administrators
07/11/11	Public Service Training	PST	Various Locations	72	2	ALL	Public Service Staff
07/31/11	WVEIS Conference Call	WVEIS	RESAsix	25	1	ALL	Administrators
07/28/11	<i>Totals for July 2011</i>			106	5		
	WVEIS Meeting	WVEIS	RESAsix	4	2	B-R	Administrators
08/01/11	NASA Project	Exec Dir	RESAsix	15	2	ALL	Administrators
08/02/11	NASA Project	Exec Dir	RESAsix	13	2	ALL	Administrators
08/03/11	Special Education Monthly Meeting	SpEd	RESAsix	2	1	O-R	Administrators
08/11/11	Ewalk	Staff Dev	Ohio County Schools Board	23	1	Ohio	Administrators
08/15/11	Classroom Behavior Strategies	SpEd	McNinch Primary	47	2	Marshall	Other
08/15/11	Tech Steps Training	Staff Dev	RESAsix	4	1	Wetzel	Administrators
08/16/11	RESA six staff meeting	Exec Dir	RESAsix	42	1	RESA-6	RESA-6 Staff
08/17/11	RESAsix Special Education Meeting	SpEd	RESAsix	7	1	RESA-6	RESA-6 Staff
08/17/11	IPI Overview	Staff Dev	Brooke High School	62	1	Brooke	Admin & Teachers
08/19/11	T40F Curriculum Meeting	ABE	RESAsix	8	1	RESA-6	Teachers
08/24/11	WVEIS Staff Conference Calls	WVEIS	RESAsix	25	1	ALL	Administrators
08/24/11	Public Service Training	PST	Various Locations	876	2	ALL	Public Service Staff
08/31/11	ABE Regional Kickoff	ABE	RESAsix	20	1	ALL	Admin & Teachers
08/25/11	<i>Totals for August 2011</i>			1148	19		
	IPI Data Review	Staff Dev	John Marshall High School	100	1	Marshall	Admin & Teachers
09/07/11	Staff Conference Call	WVEIS	RESAsix	25	1	ALL	Administrators
09/08/11	Balanced Assessment	Staff Dev	Oak Glen Middle School	32	1	Hancock	Admin & Teachers
09/13/11	IPI Data Review	Staff Dev	Brooke High School	74	1	Brooke	Admin & Teachers
09/13/11	PRI - Hancock County	Staff Dev	Wheeling Park White Palace	11	2	Hancock	Administrators
09/20/11	PRI-Brooke County	Staff Dev	Wheeling Park White Palace	8	2	Brooke	Administrators
09/20/11	PRI-Ohio County	Staff Dev	Wheeling Park White Palace	25	2	Ohio	Administrators
09/20/11	PRI-Marshall County	Staff Dev	Wheeling Park White Palace	13	2	Marshall	Administrators
09/20/11	PRI-Wetzel County	Staff Dev	Wheeling Park White Palace	8	2	Wetzel	Administrators
09/20/11	PRI-Hancock County	Staff Dev	Wheeling Park White Palace	12	2	Hancock	Administrators
09/21/11	PRI-Brooke County	Staff Dev	Wheeling Park White Palace	8	2	Brooke	Administrators
09/21/11	PRI-Ohio County	Staff Dev	Wheeling Park White Palace	22	2	Ohio	Administrators
09/21/11	PRI-Marshall County	Staff Dev	Wheeling Park White Palace	8	2	Marshall	Administrators
09/21/11	PRI-Wetzel County	Staff Dev	Wheeling Park White Palace	11	2	Wetzel	Administrators
09/21/11	Workforce WV	Exec Dir	RESAsix	13	1	State	State Employees
09/23/11	Benedum Principal	Staff Dev	RESAsix	10	1	H-B-M-W	Administrators
09/27/11	SPOKES Sub. Teacher Training	ABE	RESAsix	10	1	RESA-6	Teachers
09/28/11	Public Service Training	PST	Various Locations	515	2	ALL	Public Service Staff
09/30/11	IPI Coder Training	Staff Dev	RESAsix	19	2	H-B-K-W	Teachers
09/30/11	<i>Totals for September 2011</i>			924	31		
	RTI Training	Staff Dev	RESAsix	13	2	Ohio	Teachers
10/03/11	CPI Refresher	SpEd	Triadelphia Middle School	32	2	Ohio	Admin & Teachers

10/03/11	IPI Data Review	Staff Dev	Bridge Street Middle	22	1	Ohio	Admin & Teachers
10/03/11	IPI Overview	Staff Dev	Hundred High School	18	1	Wetzel	Admin & Teachers
10/05/11	IPI Overview	Staff Dev	Magnolia High School	45	1	Wetzel	Admin & Teachers
10/06/11	IPI Overview	Staff Dev	Weirton Heights Elementary	33	1	Wetzel	Admin & Teachers
10/07/11	CPI Certification	SpEd	J.D. Rockefeller Center	26	2	Hancock	Teachers
10/10/11	Leadership Survey	Staff Dev	Magnolia High School	28	1	Wetzel	Admin & Teachers
10/10/11	Balanced Assessment	Staff Dev	Paden City High School	14	1	Wetzel	Admin & Teachers
10/10/11	IPI Data Review	Staff Dev	Magnolia High School	29	1	Wetzel	Admin & Teachers
10/10/11	Acuity Talks	Staff Dev	Magnolia High School	29	1	Wetzel	Admin & Teachers
10/10/11	TechSteps Leadership Seminar	Staff Dev	RESAsix	17	2	H-B-M	Teachers
10/12/11	Benedum Principals	Staff Dev	RESAsix	10	1	ALL	Administrators
10/12/11	Special Education Directors	SpEd	RESAsix	7	1	H-O-M-W	Administrators
10/13/11	IPI Data Review	Staff Dev	Weir Heights	58	1	Hancock	Admin & Teachers
10/14/11	WV Immunization	Exec Dir	RESAsix	5	1	State	State Employees
10/18/11	CPI Certification	SpEd	West Liberty University	29	2	State	Students
10/14/11	CPI Recertification	SpEd	J.D. Rockefeller Center	23	2	Hancock	Teachers
10/17/11	Classroom Management	SpEd	Marshall County Board Office	19	1	Marshall	Teachers
10/18/11	CPI Refresher	SpEd	J.D. Rockefeller Center	11	1	Hancock	Teachers
10/24/11	IPI Data Review	Staff Dev	Hooverson Heights	14	1	Brooke	Admin & Teachers
10/24/11	CFWV Training	Staff Dev	RESAsix	5	1	B-M	Teachers
10/25/11	Public Service Training	PST	Various Locations	206	2	ALL	Public Service Staff
10/30/11	Pre-K Curriculum Caravan	SpEd	Ohio County Board Room	8	1	O-M-W	Admin & Teachers
10/26/11	<i>Totals for October 2011</i>			701	31		
	Global 21 Performance Training	Exec Dir	RESAsix	2	1	Ohio	Admin & Teachers
11/01/11	PROMIS	Exec Dir	RESAsix	14	1	State	State Employees
11/02/11	IPI Overview	Staff Dev	Weir Middle School	43	1	Hancock	Admin & Teachers
11/02/11	IPI Overview	Staff Dev	New Martinsville School	47	1	Wetzel	Admin & Teachers
11/03/11	IPI Data Review	Staff Dev	Brooke High School	68	1	Brooke	Admin & Teachers
11/07/11	Science Bowl	SpEd	WLU-Highlands Campus	67	2	O-C-M-W	Students
11/08/11	Incidental Teaching	SpEd	Marshall County Board Office	10	1	Marshall	Other
11/08/11	IPI Data Review	Staff Dev	Weir Middle School	38	1	Hancock	Admin & Teachers
11/08/11	IPI Overview	Staff Dev	Oak Glen High School	41	1	Hancock	Admin & Teachers
11/08/11	Music & Education	SpEd	Wheeling Jesuit University	15	1	State	Students
11/09/11	You Be George	Staff Dev	Paden City High School	15	1	Wetzel	Admin & Teachers
11/10/11	Special Education Directors	SpEd	RESAsix	12	1	ALL	Administrators
11/10/11	Pre-K Directors	SpEd	RESAsix	4	1	H-O-M-R	Administrators
11/10/11	CPI Training	SpEd	J.D. Rockefeller Center	6	2	Hancock	Teachers
11/14/11	New Student Orientation	ABE	RESAsix	9	1	ALL	Teachers
11/15/11	CPI Training	SpEd	J.D. Rockefeller Center	1	1	Hancock	Teachers
11/16/11	IPI Data Review	Staff Dev	Oak Glen High School	36	1	Hancock	Admin & Teachers

11/16/11	Crisis Intervention	SpEd	Short Line Elementary	22	2	Wetzel	Admin & Teachers
11/29/11	IPI Data Review	Staff Dev	New Martinsville School	52	1	Wetzel	Admin & Teachers
11/30/11							
Totals for November 2011				502	22		
	Transportation Directors	Exec Dir	RESAsix	14	1	ALL	Administrators
12/06/11	TechSteps K-12	Staff Dev	RESAsix	14	2	M-W	Teachers
12/06/11	IPI Data Review	Staff Dev	John Marshall High School	82	1	Marshall	Admin & Teachers
12/07/11	Special Education Directors	SpEd	RESAsix	4	1	H-O-W-R	Admin & Teachers
12/07/11	Pre-K Directors	SpEd	RESAsix	4	1	H-O-M-R	Administrators
12/07/11	Benedum Principals	Staff Dev	RESAsix	9	1	H-O-M-R	Administrators
12/07/11	Depth of Knowledge	Staff Dev	Paden City High School	15	1	Wetzel	Admin & Teachers
12/07/11	PRI Meeting	Staff Dev	RESAsix	8	1	ALL	Administrators
12/08/11	Professional Development Council	Staff Dev	RESAsix	6	1	ALL	Administrators
12/08/11	Northern Panhandle Head Start	SpEd	RESAsix	4	1	Ohio	Teachers
12/09/11	IPI Data Review	Staff Dev	Weir Middle School	41	1	Hancock	Admin & Teachers
12/09/11	Transportation Directors	Exec Dir	RESAsix	7	1	ALL	Administrators
12/12/11	Quarterly Regional Wellness	Tobacco Prv	RESAsix	7	1	H-B-O-M	Administrators
12/13/11	Nurses	SpEd	RESAsix	19	1	ALL	Nurses
12/15/11	Crisis Intervention	SpEd	Ritchie Elementary	16	2	Ohio	Teachers
12/22/11	FitnessGram	Tobacco Prv	Wheeling Park High School	15	2	Ohio	Teachers
12/22/11	HEAP	Tobacco Prv	Wheeling Park High School	11	2	Ohio	Teachers
12/22/11							
Totals for December 2011				276	21		
	WVEIS Staff Conference Call	WVEIS	RESAsix	25	1	ALL	Administrators
01/03/12	WVEIS Staff Conference Call	WVEIS	RESAsix	25	1	ALL	Administrators
01/12/12	IPI Data Review	Staff Dev	Magnolia High School	31	1	Wetzel	Admin & Teachers
01/12/12	Special Education Directors	SpEd	RESAsix	11	1	ALL	Administrators
01/12/12	SPOKES Staff Meeting	ABE	RESAsix	7	2	ALL	Admin & Teachers
01/19/12	IPI Data Review	Staff Dev	Hooversone Heights Primary	22	1	Brooke	Admin & Teachers
01/23/12	IPI Data Review	Staff Dev	Oak Glen High School	39	1	Brooke	Admin & Teachers
01/25/12	Transportation Meeting	Exec Dir	RESAsix	6	1	H-M-W	Bus Operators
01/26/12	Webinar Conference Call	WVEIS	RESAsix	25	1	ALL	Administrators
01/26/12	IPI Data Review	Staff Dev	Weir Heights Elementary	32	1	Hancock	Admin & Teachers
01/31/12	Finance Directors	Exec Dir	RESAsix	16	2	ALL	Administrators
01/31/12							
Totals for January 2012				239	13		
	Northern Panhandle Training	Exec Dir	RESAsix	3	1	Ohio	State Employees
02/03/12	Pre-K Directors	SpEd	RESAsix	6	1	H-O-M-HS	Administrators
02/16/12	Special Education Directors	SpEd	RESAsix	6	1	B-O-W-R	Administrators
02/16/12	Exercise Induced Asthma	Tobacco Prv	RESAsix	22	1	Ohio	Admin & Teachers
02/17/12	IPI Data Review	Staff Dev	Bridge Street Middel School	21	1	Ohio	Admin & Teachers
02/17/12	Interpreters Training	SpEd	RESAsix	11	2	RESA-6	Other

02/10/12	Westest2 Prep	Staff Dev	Oak Glen Middle School	41	1	Hancock	Teachers
02/14/12	IPI Data Review	Staff Dev	Weir Middle School	36	1	Hancock	Admin & Teachers
02/20/12	Exercise Induced Asthma	Tobacco Prv	Wetzel County Board Office	14	1	Wetzel	Admin & Teachers
02/20/12	IPI Data Review	Staff Dev	Magnolia High School	29	1	Wetzel	Admin & Teachers
02/20/12	IPI Data Review	Staff Dev	Hundred High School	12	1	Wetzel	Admin & Teachers
02/21/12	TechSteps	Staff Dev	RESAsix	14	2	O-M-W	Teachers
02/21/12	Webinar Conference Call	WVEIS	RESAsix	25	1	ALL	Administrators
02/23/12	IPI Data Review	Staff Dev	Brooke High School	58	1	Brooke	Admin & Teachers
02/20/12	WVDE	Staff Dev	RESAsix	23	2	H-B-O-M	Admin & Teachers
02/28/12	Benedum Principals	Staff Dev	RESAsix	13	1	H-B-O-M	Administrators
02/29/12	WVDE	Staff Dev	RESAsix	25	2	H-B00-M	Admin & Teachers
02/29/12							
	<i>Totals for February 2012</i>			359	21		
	Carnegie Learning Math	Staff Dev	RESAsix	14	1	H-B-O-M	Administrators
03/05/12	IPI Coder Test	Staff Dev	RESAsix	15	2	H-B-O-W	Admin & Teachers
03/06/12	Special Education Directors	SpEd	RESAsix	8	1	ALL	Administrators
03/07/12	IPI Coder Review	Staff Dev	Oak Glen High School	7	1	Hancock	Admin & Teachers
03/08/12	ABE Training	ABE	RESAsix	17	2	ALL	Teachers
03/09/12	Common Core Standards	Exec Dir	RESAsix	15		ALL	Administrators
03/13/12	Global 21 Performance Training	WVDE	RESAsix	10	1	B-M-W	Teachers
03/13/12	Westest Review	Staff Dev	Oak Glen High School	32	1	Hancock	Admin & Teachers
03/18/12	Bus Trainers	Exec Dir	RESAsix	6	1	O-M	Bus Operators
03/20/12	WVEIS Staff Conference Call	WVEIS	RESAsix	25	1	ALL	Administrators
03/22/12	IPI Data Review	Staff Dev	Hooverson Heights	9	1	Hancock	Admin & Teachers
03/26/12	IPI Data Review	Staff Dev	Hooverson Heights	18	1	Hancock	Admin & Teachers
03/26/12	SPOKES	ABE	RESAsix	7	1	ALL	Teachers
03/27/12	PRI-Hancock	Staff Dev	Wheeling Park White Palace	13	2	Hancock	Administrators
03/28/12	PRI-Brooke	Staff Dev	Wheeling Park White Palace	12	2	Brooke	Administrators
03/28/12	PRI-Ohio	Staff Dev	Wheeling Park White Palace	17	2	Ohio	Administrators
03/28/12	PRI-Marshall	Staff Dev	Wheeling Park White Palace	1	2	Marshall	Administrators
03/28/12	PRI-Wetzel	Staff Dev	Wheeling Park White Palace	9	2	Wetzel	Administrators
03/28/12	Purchasing Meeting	Exec Dir	RESAsix	8	1	State	State Employees
03/28/12	PRI-Hancock	Staff Dev	Wheeling Park White Palace	10	2	Hancock	Administrators
03/29/12	PRI-Brooke	Staff Dev	Wheeling Park White Palace	8	2	Brooke	Administrators
03/29/12	PRI-Ohio	Staff Dev	Wheeling Park White Palace	19	2	Ohio	Administrators
03/29/12	PRI-Marshall	Staff Dev	Wheeling Park White Palace	1	2	Marshall	Administrators
03/29/12	PRI-Wetze;	Staff Dev	Wheeling Park White Palace	7	2	Wetzel	Administrators
03/29/12	Pre-K Directors	SpEd	RESAsix	3	1	O-M-R	Administrators
03/30/12							
	<i>Totals for March 2012</i>			291	36		
	Special Education Directors	SpEd	RESAsix	5	1	H-O-W-R	Administrators
04/12/12	CFWV Org. Training	ABE	RESAsix	9	2	ALL	Teachers
04/13/12	Pre-K Directors	SpEd	RESAsix	3	1	O-M-R	Administrators
04/18/12	Preventive Maintenance	Exec Dir	RESAsix	8	1	ALL	Administrators
04/19/12	WVEIS Staff Conference	WVEIS	RESAsix	25	1	ALL	Administrators

Satisfaction
&
Evaluation

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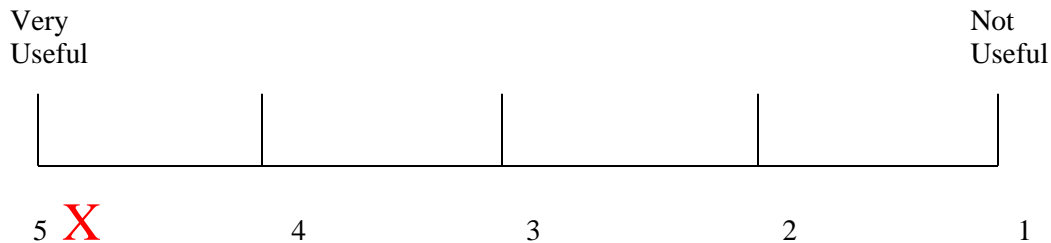
November 14, 2012

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.



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?

October 2012

RESA-6 SATISFACTION SURVEY

On the “RESA Customer Satisfaction/Evaluation Survey” (scale of 1 = lowest to 5 = highest) the average rating of all responses from those using RESA services was 4.8.

Existing Services

Which RESA-6 services, if any, have been particularly helpful to your school?_

- PD for all new roll-outs; PreK
- WVEIS, E-Walk Trainings
- Adult Education, Purchasing of supplies for warehouse
- Tech Support, EMS website
- Prof. trainings, technology assistance
- IPI, Carnegie
- Policy training and technology
- PRI discussions
- October 16 – anti-bullying “It Does Matter”
- Evaluation Review
- IPI training; Eric with WVEIS; Principal mentor training and assistance with college credits
- WVEIS, TSSI, Principal Leadership; Professional Development (PRI)
- Staff is always willing to help us with new programs (evaluation system); making AYP – improving academics; Tech support is excellent too!
- Denny Weisenborn – Tech
- All services provide assistance
- Support services – trainings, programs, implementation, technology
- Professional Development; Help with the call off system
- Technology for new evaluation
- Various programs – IPI, CTN, Technology
- Professional Development
- Professional Development; Continuing
- Tech Steps Training; PRI; GED/ABE
- Quality Professional Development; IPI walk-through assistance
- Vision; Hearing
- Assistance with EMS system – personnel absences
- Denny for tech services
- Marian as a resource for various programs new items such as the new evaluation
- WVEIS, computer (technology) services, wellness support, substitute management
- Tech Steps, PRI, Aides, Evaluation Inservice; Help desk for SIMMS, computer repair
- In the past, Marian, help with IPI was tremendous in opening doors to have conversations in regards to teaching practices
- Provides technology assistance to schools / central office
- New teacher training
- Math 1 training
- Math 1 Training
- Anything Marian does
- IPI

- **Professional Development**
- **Training Evaluation, Safe and Supportive Schools and Tech Steps**
- **Help with WVEIS troubles! (Scheduling issues)**
- **Vision teacher; walk throughs**
- **Marian Kajfez – great resources**
- **Everything you do is appreciated**
- **Marian’s in-services and her after school sessions have been great. We also appreciate the hearing impaired workers**
- **Input for school improvement; Benedum Principals; Trainings for teachers during PICs after school**
- **Marian Kajfez’s input in SPL with my staff**
- **Trainings**
- **Technological Assistance with UPKS – Amy great resource and helpful; various inservices**
- **RESA (Marian) has been very helpful in helping the teachers by providing graduate credit hours**
- **They are a good resource for information on many areas**
- **Employee call out system; Tech services; PRI; Caryn’s services, PD – willingness to address school needs! WVEIS support**
- **WVEIS support**
- **As someone new to the county, I can’t yet narrow it down! Everyone has been helpful and knowledgeable. I’m so thankful for this resource.**
- **Tech steps; SPL**
- **DOK, You Be George, Co-teaching, IPI, Tech Steps, SPL**
- **Giving us heads-up of initiatives before they come our way**
- **Appreciate all services**
- **All RESA contacts have been very helpful to me**
- **Many services, especially WVEIS and Smart Find**
- **PCIH Technology**
- **All**
- **Organizing meetings and trainings**
- **Honestly, all of RESAs services and support is outstanding and greatly appreciated**
- **We had a training with Amy focusing on a particular student that was beneficial**
- **SEMS**
- **ABE; Marian’s book study**

2. Which RESA-6 services, if any, could be improved to be more helpful to your school? How might they be improved?

- **Might be nice to look at the needs for the next 3 – 5 years and keep trainings at the RESA level instead of state. High costs, hard to guarantee attendance**
- **More server level support and training for building tech, facilitators, Group policy on Server 2009, etc.**
- **SPL staff development for staff**
- **Computer Maintenance**
- **None**
- **Computer Maintenance**
- **RESA-6 employees have always been very helpful**
- **Recently provided principal mentor training**
- **Helpful collaboration with other elementary principals. An email list serve might be a collaboration too!**

- **Automated after hours WVEIS when something happens (at mid school levels) This our parent contact system if we have problems at dances or events**
- **The new substitute bus operator training program**

3. Rate your overall satisfaction with RESA-6 services.

1	2	3	4	5
		2%	15%	83%

Future Services

4. Are there other services that could be provided by RESA-6 that would be helpful to your school?
53% Yes 47% No If yes, please list.

- **Make building level WVEIS contacts who can do simple tasks like resetting WOW passwords. Give more read only access to WVEIS data**
- **Continued support on new evaluation process**
- **More in-depth training on evaluations**
- **Continue with policy training**
- **Continue with evaluation review and growth chart**
- **Evaluation Service**
- **Special Education Teachers across**
- **RESA able to meet and work together share LD, EBD and Gifted**
- **Not at this time**
- **Reading teacher training**
- **More in depth training on Evaluation**
- **Ronda and I spoke.....training on creating student schedules ---we have been having issues!**
- **Any information about the evaluation process**
- **Next generation standards; Inquiry based instructions**
- **Corrective action plans, focused support plan, guidance**
- **SPL**
- **The new observation system with the teachers**
- **Regional School bus garage**
- **Direct inservice at RESA-6. Long drive to Clarksburg**
- **Conflict Resolution**
- **I am sure others will have great ideas but at this time I do not have any specific services**
- **More 4373 support / conversations with colleagues about interventions**

Other Comments

- **Put pressure on Charleston / WVEIS to improve WOW discipline modules**
- **We appreciate all the work provided to us. The services and the people are great. Thank you!**
- **Wonderful evaluation – helpful – but overwhelming expectations**
- **The staff at RESA is always willing to assist in any way possible! Their knowledge as assistants is invaluable**

- **We appreciate all that you do**
- **I appreciate the help with the hiring of a part time LPN aide in a Special Needs Pre-school classroom this year**
- **Keep up the good work**
- **Thanks for all your help**
- **I know we (had this year) trouble filling some positions (i.e. special ed and Spanish) Are there services available to help us locate qualified individuals to “recruit” for these hard-to-fill positions?**
- **Thank you for everything you do!**
- **RESA is always supportive in new ideas and in training. Without RESA our jobs would be much harder and initiatives would not be implemented**
- **I greatly appreciate that every staff member at RESA is always willing to help out in any way to provide our school, county information to be successful**
- **It would be wonderful for principals to bring an I-Pad to take notes and/or get on the Websites presented during the presentation**
- **Very helpful each time I’ve called**
- **The staff can provide information on a host of subjects and lead the area in training of new state requirements**
- **Looking forward to Crisis Intervention Training; we need it! Please keep County Office informed of all RESA-6 services / workshops / meetings scheduled to be provided in our schools for our employees. We need services to be a collaborative effort...CO needs to be included...from the planning stage on; Looking forward to RESAs Counselor workshops – much needed**
- **Thank you Marian!**
- **Thank you for all of your help**
- **Kim does a great job helping with ABE program; Marian is great at keeping interest in book study**

Date : October 16, 2012 and October 17, 2012

RESA-6 ADULT BASIC EDUCATION

PERFORMANCE SURVEY RESULTS

Program Year: 2011-12

Coordinator: Kim McConnaughey

26 Surveys were distributed with 22 returned = 85%

32% = ABE Teacher	4.5% = CDC	4.5% = OIEP Principal
14% = County Director	4.5% = Secretarial Staff	
18% = SPOKES Teacher	23% = Substitute Teacher	

1. Which RESA-6 service(s) have been particularly helpful to you and the adult basic education program?

45% = RESA 6 website (<http://resa6.k12.wv.us>)
59% = ABE Websites (www.wvabe.org or www.wvaea.org)
77% = Training / professional development sessions
41% = Technical Assistance
 23% = on-site preparation
 14% = program management
 9% = data quality audits
 18% = resource accessibility
 9% = special needs accommodations
 9% = budget application process
36% = RESA-6 Policy Manual / related forms (SPOKES teachers only)
41% = Technology Services / Computer Repair
23% = TSSI – Employee Management System (SPOKES Teachers)
55% = ABE Instructor Handbook
Other :

Regional Coordinator serves as a member of our local ABE Advisory

2. Please specify those trainings / meetings that you attended during the current program year:

18% = ABE Summer Peer Training / CTE Conference (Charleston)
55% = WVAEA, Inc. Adult Education & Family Literacy Conference (Stonewall)
32% = On-line Technology Courses
55% = Regional Fall/Kickoff Meeting for ABE and SPOKES
32% = SPOKES Staff Meetings
32% = Substitute Teacher Staff Meetings
45% = READ 2
50% = READ 3
27% = CFVV.ORG

Other:

My staff attended RESA 6 ABE trainings
(2) 2014 Testing Service Internet Sessions 1, 2, 3

3. What technology(ies) did you implement and/or utilize within your classroom this year:

- | | |
|---|---|
| 18% = Additional computers | 50% = PortaPortals |
| 41% = Upgrades to existing comp / servers | 55% = Mavis Beacon |
| 55% = Monitors | 27% = WVABE Wiki |
| 27% = TV | 14% = Electronic Portfolios |
| 9% = OnLine TABE | 41% = Class website / E-mails |
| 27% = iPad | 18% = Assistive tools (ex: magnifiers,
audio cassettes, Braille textbooks) |
| 41% = DVD / VCR | 23% = Zoomerang Surveys |
| 50% = Calculators | 45% = GCF Learning System |
| 36% = Digital Camera | 59% = Learning Express Library |
| 59% = LCD Projector | 45% = PLATO |
| 64% = Printer | 59% = Keytrain |
| 45% = Scanner | 32% = OPT Software |
| 64% = Copier | 18% = Customer Service Tutorials |
| 23% = Wiki / Blog | 27% = CDC Portal |
| 14% = iPod / iPhone | 4.5% = Electronic Reader (Kindle; Nook) |
| 55% = WhiteBoard/SmartBoard/Mimio | |
| 68% = Internet | |

Do you maintain a technology log? 59% = Yes
36% = No

4. Did you use AEMIS reports and/or community needs assessment data for program changes and/or improvements? 64% = Yes
27% = No

5. Indicate the collaborating agency(ies) you worked with this year:

- 59% = ABE Class
- 64% = SPOKES Class
- 82% = Department of Health & Human Resources (DHHR)
- 41% = Division of Rehabilitation Services (DRS)
- 73% = WorkForce WV Career Center
- 23% = Adult / Family Literacy Program
- 68% = WV Northern Community College
- 4.5% = Chamber of Commerce
- 50% = Public Library
- 50% = County School System
- 14% = Family Resource Network (FRN)

Other:

(2) Youth Service Systems	House of Carpenter	(2) Bannon Place
(3) YWCA	Salvation Army	(2) Crittenton Services
(2) Probation Offices	(2) WV Dept of Educ	Starting Points

6. **Did the ABE Regional Coordinator respond to your questions, concerns, and/or needs in a timely and effective manner?**

91% = Yes

0 = No

If no, how could technical assistance be improved?

- Couldn't ask for a better coordinator

7. **Which RESA-6 service(s) listed above could be improved to be more helpful to you and the adult basic education program? How might they be improved?**

- I have found that all the RESA services I have dealt with are excellent.
- As a substitute, I am satisfied with the above-listed services
- RESA VI is invaluable to us. Thank you! Kim and Technology Department are the greatest. Nick Zervos is so responsive to our needs, as well.
- Thanks for all your help. We couldn't serve our students without you!
- I would like to see more technology trainings. It seems like there is always something new coming out which would be useful in the classroom and I would prefer to have hands on trainings with these items.
- I would like to receive more training in the specific programs used in the SPOKES classroom. I have learned WorkKeys and Mavis Beacon through my classroom experience but could use more basic training in all of the programs used in the classroom.
- The implementation of on-line TABE administration and on-line OPT administration would be a time savings/quality improvement.

Rate your overall satisfaction with RESA / ABE services:

Low					High
1	2	3	4	5	
—	—	—	—	—	—
			9%	91%	

Satisfaction Survey

>>>> Summary <<<<<

Services provided to the county boards of education by cooperative purchasing and finance includes the following:

Bidding Services

Copy and Computer Paper
Instructional Supplies
Custodial Supplies
Brooke, Hancock, Ohio Food Service Supplies
Regional Milk Bid
Regional Bread Bid

Financial Services

Allocations of Funds for Regional Services
Quarterly Billing
Computer Repair Billing
Handle on Science Supplies
Grant Facilitation
Spring Catalog Pricing Review

Contract Negotiation and/or Coordination

Energy Management Contracting
Various Contracting of Specialists
Research/facilitate Regional Food Cooperative
Develop part time employment for specialized personnel on a regional level
Implement and oversee Regional Bus Driver Training

Question 1. Which RESA-6 Purchasing or Fiscal Services have been particularly helpful to your county?

Responses: Food Bid - Milk Bid - Bread Bid – Custodial Bidding Services – Instructional Bidding Services - Paper Bid – Medicaid Services – Facilitation of Food Cooperative – Child Nutrition Meetings – Bus Driver Training

Question 2. Which RESA-6 Purchasing or Fiscal services could be improved to be more helpful to your county? How might they be improved?

Responses: None, Satisfied, Everything is fine

Question 3. Are there any additional Purchasing or Fiscal Services that would be helpful to your county? If yes, Please list.

Responses: Earlier processing of bids – Research and develop streamlining of New Medicaid processes for Treasurers -

Question 4. Other Comments

Responses: Something needs to be done with “Wellness”, Food Service Directors have numerous duties and do not have sufficient time to put forth adequate effort for “Wellness”. This “Wellness” program needs to be addressed in a different manner.

Almost could not live without the Smart Find Express services for substitute calling.

Question 5. Please rate your overall satisfaction with RESA-6 Purchasing and Fiscal Services. Least Satisfied >

1 2 3 4 5 < Most Satisfied

Responses: 4.8 overall score

RESA-6's Technology Department Survey 2011- 2012 Fiscal Year

❖ **Were you satisfied with your last experience with RESA 6's Technology Department?**

- Extremely satisfied (30)
- Moderately satisfied (04)

❖ **How helpful were the technical support representatives at RESA 6's Technology Department**

- Extremely helpful (32)
- Very helpful (02)
- Moderately helpful 01)

❖ **How responsive is RESA 6's Technology Department?**

- Extremely responsive (20)
- Very responsive (12)
- Moderately responsive (02)
- Slightly responsive (01)

❖ **How well did the technical support representatives at RESA 6's Technology Department communicate with you?**

- Extremely well (28)
- Very well (04)
- Moderately well (02)

❖ **How knowledgeable were the technical support representatives at RESA 6's Technology Department?**

- Extremely knowledgeable (28)
- Very knowledgeable (07)
-

❖ **Overall, are you satisfied with your experience using RESA 6's Technology Department?**

- Extremely satisfied (32)
- Moderately satisfied (01)
- Slightly satisfied (01)

❖ What changes would most improve RESA 6's Technology Department?

- Clone the existing staff
- None
- It is hard to tell if the work order was processed and sent. Perhaps an email could be sent.
- I like the addition of TSS in the buildings.
- No changes necessary - We are very pleased with the services that Mr. Blanco has provided Middle Creek Elementary School this school year.
- Nothing that I can think of. Denny is fantastic!
- A quicker response time. I waited over two months to get my Smart Board hooked up.
- They do a great job with few people. All technicians are high caliber!
- maybe just a note to let me know an approximate time of when they would possibly be there
- just note to give an approximate time of when they would be here
- I think RESA 6 is the best.
- An easier, more streamlined means to obtain service.
- work reports sent directly to RESA
- You would need to have more technicians in order to be able to serve the schools better. You do a great job with the techs you have.
- Perhaps more techs?
- The ability for techs to remotely connect and fix computers from any location
- I feel like the computer system of getting student's numbers fixed, and getting new teacher the required log in information shouldn't take 2 months. Also, it is helpful to have a technology person within the school that you teach, but their ability to fix things seems to be very limited.
- I have always been extremely satisfied and appreciative of the help I have received, the courtesy, and information
- I don't know if it would improve but I feel RESA is a vital part of keeping our computers up and running. One person from our county can't be responsible for this job plus another. Keep RESA's technology department in the schools to avoid down time.
- It would be helpful if representatives could come in when classes are not in session, but I know this would be difficult to schedule.
- I think most people at this school would like to have Denny here full time!
- Increased staff
- If the technical support representative knew about our problem a.s.a.p.
- Nothing
- Help diagnosing connectivity issues
- He was great and continued to come back until the problem was fixed.
- I don't know what the process is, but I wish it was a little faster. The computer had been down for 4 weeks.
- I wish we had more access to technicians. We need help with hardware more than anything

❖ What do you like most about RESA 6's Technology Department?

- They are knowledgeable, efficient, skilled and helpful. They share new technology ideas to enhance existing programs.
- Technicians and professional expertise
- I like their quick and efficient work.
- Accessibility
- They are always responsive, and always have the answers to our questions.
- --Work orders/requests are completed in a timely manner--Communication with Principal about repairs, etc.
- quickness of service
- When they do come to fix a problem, they are fast and efficient.
- Quick turn. Willing to teach. Patient.
- very quick service and helpful
- quick and speedy service
- their expertise; their can-do approach.
- They show up and they work until finished.
- Competent people.
- computer techs are helpful and friendly
- Your willingness to help with matters that crop up during the course of a visit. It happens all the time.
- Zach is efficient and friendly. He responds quickly to requests for help.
- Their friendly and informative personalities
- I like the fact that someone is available to help us
- The man from RESA that came to fix my computer was great and helpful. He did what he needed too.
- When there is a problem, someone comes fairly quickly to help.
- I appreciate the quick response RESA has to our problems. I appreciate having someone here to get me back on track and fix any problems I might have with my computer. I am not a technology person, therefore, I rely on Denny to help me through any computer problems. Twice my computer has crashed and there is no way I had the knowledge to correct the problems other than having someone here to do it for me. I continued to teach my class and Denny worked on my computer. He is very professional and gets the job done quickly.
- knowledge, understanding, willingness to help and to guide
- Work ethic, professionalism and ability to handle problems
- Denny was extremely helpful, and respectful.
- They come and fix the problems quickly.
- Fast Service
- There is someone on call to help out with any issue
- You are there when we need you!
- Did a great job when here!
- Denny and other technicians are easy to work with.
- Clone the existing staff
- None
- more collaboration with the county office
- A quicker response time to technology issues.
- Would be neat if we could have our technology folks give training twice a year on a technology topic of benefit to us or help us be more efficient
- maybe just a note to let me know an approximate time of when they would possibly be there
- just a note to give an approximate time of when they would be here
- I don't think any changes need to be made.

- Again, an easier means to obtain service.
- work reports sent directly to RESA
- New Martinsville School has over 700 computers with the addition of 120 computers this year. I teach full time and work as a tech whenever I have a free moment. If the techs could follow a schedule and visit schools on regular basis,,it would be easier to schedule work orders. Just a suggestion.
- The ability for techs to remotely connect and fix computers from any location. Also, this question is listed twice on this survey.
- Increasing employees to reduce work load is always helpful
- I can't think of any changes. I am very satisfied with the response time shown by RESA. We have 2 computer labs plus classroom computers. Something is always breaking down. RESA has been invaluable to our school. My problems happened the week report cards were coming out. If Denny had not gotten here as quickly as he did, I could have never been up and running to get the reports entered.

Professional Development Evaluation

Title of Session: **Electronic Health Data iPod and iPad Training**

Name(s) of Presenter(s): **Caryn Puskarich**

Date: **February 18, 2011**

About you:	Administrator	Teacher	Support Staff	Interpreter	Other (describe)
Which ONE of the following best describes your current role?	1				6

About the session/workshop:	0 not	1 strongly	2 disagree	3 not	4 agree	5 strongly agree
Overall, I am satisfied with session/workshop.						100%
The presentation was well organized and coordinated.						100%
The time allotted for the session was sufficient for the topic.						100%
The objectives of the session were clearly evident and met.						100%
The ideas and activities can be incorporated into my program.						100%
Comments about the session/workshop:						

About the presenter(s)/materials:	0 not applicable	1 strongly disagree	2 disagree	3 not sure	4 agree	5 strongly agree
the expertise of the presenter(s) was evident in the presentation.						100%
The presenter(s) discussed the information in a clear and understandable way.						100%
The handouts/materials were useful.						100%
I would recommend this/these presenters.						100%
Comments about the presenter(s)/materials: Great job! Thank you. Great job!						

Professional Development Evaluation

Title of Session: HEAP Assessment
 Name(s) of Presenter(s): Caryn Puskarich
 Date: December 22, 2011

About you:	Administrator	Teacher	Support Staff	Interpreter	Other (describe)
Which ONE of the following best describes your current role?		12			

About the session/workshop:	0 not applicable	1 strongly disagree	2 disagree	3 not sure	4 agree	5 strongly agree
Overall, I am satisfied with session/workshop.					4%	96%
The presentation was well organized and coordinated.					3%	97%
The time allotted for the session was sufficient for the topic.					3%	97%
The objectives of the session were clearly evident and met.					3%	97%
The ideas and activities can be incorporated into my program.					4%	96%
Comments about the session/workshop: Very productive. Great job!						

About the presenter(s)/materials:	0 not applicable	1 strongly disagree	2 disagree	3 not sure	4 agree	5 strongly agree
The expertise of the presenter(s) was evident in the presentation.					3%	97%
The presenter(s) discussed the information in a clear and understandable way.					3%	97%
The handouts/materials were useful.					3%	97%
I would recommend this/these presenters.					3%	97%
Comments about the presenter(s)/materials: Great.						

General comments:
 Thanks!
 Need WVEIS Access
 Very helpful!

Evaluation Form

Title: E-Walk Review with Administrators

Date: October 10, 2012

Site: Wetzel County Schools

Using the scale below, please rate the usefulness and the quality of the training session by circling the number that corresponds to your opinion. Space has been provided for your comments.

	Strongly Disagree				Strongly Agree
USEFULNESS:				27%	73%
I will be able to make use of the content and modeling experienced in this presentation.	1	2	3	4	5
QUALITY:				19%	81%
I feel the presentation was well organized and presented effectively	1	2	3	4	5

<p>My major areas of growth resulting from attending this presentation are:</p>	<ul style="list-style-type: none"> • Hands-on re-training • E-walks • How to use e-walks during PLC's • How to email e-walks • Importance of data • E-walk update • Ability to use e-walk as part of my evaluation • How to update template • Use of walk-throughs • Introduced to new WCS 2012-2-13 template • It was new to me, so all was very beneficial • Understanding of E-walk program • Understanding of E-walk process • Understanding / Thinking about what we need to look for in classrooms • What I have access to: data, anecdotes, reports for strategic plan
<p>The best part of this professional development was:</p>	<ul style="list-style-type: none"> • Marian is so knowledgeable! Helpful! • Marian is very knowledgeable of the subject • Step by step directions, handout • New interaction, added clarity • Updated templates and discussion • Review • Step by step information for how to use e-walk

	<ul style="list-style-type: none"> • Review • Actually getting to see the process • Handouts provided • Clear and concise • Great review of the documentation system. Particularly I liked the suggestions for using as part of Strategic Plan • Through explanation and examples / visual and hands-on
<p>As a result of this professional development, I plan to:</p>	<ul style="list-style-type: none"> • Use the e-walk tool daily – generate good data for staff • Start my e-walks • Do a better job with my e-walks • Do more walkthroughs • Utilize e-walks • Utilize e-walk on a regular basis • Do walk-throughs • Use e-walk for walk-throughs • Continue walk-throughs • Use the walkthrough model and use for evaluations (mine) • Utilize the e-walk hand held programs • I will probably not utilize this in my job • Discuss e-walk with principals routinely
<p>I would like to know more about:</p>	<ul style="list-style-type: none"> • What I really need to look for during an e-walk • Reports generated from e-walks • SPL
<p>Additional reflections (you may use the back):</p>	<ul style="list-style-type: none"> • ☺ Thanks • Good job

Evaluation Form

Title: Principal Regional Institute

Date: October 16 and October 17, 2012

Site: Wheeling Park White Palace

Using the scale below, please rate the usefulness and the quality of the training session by circling the number that corresponds to your opinion. Space has been provided for your comments.

	Strongly Disagree				Strongly Agree
USEFULNESS:				34%	66%
I will be able to make use of the content and modeling experienced in this presentation.	1	2	3	4	5
QUALITY:			2%	30%	68%
I feel the presentation was well organized and presented effectively	1	2	3	4	5

My major areas of growth resulting from attending this presentation are:

- Better understanding of the new evaluation system
- Understanding
- Receiving information
- New evaluation process
- Incorporation of SMART goals
- Study the new system more
- Trial and error from demo schools with good and bad in process
- Understanding the consistency in evaluation groups
- New evaluation system
- Will the county be ready to organize, utilize and implement evaluating leadership teams
- Information about the new evaluation system
- Better understanding of new evaluation and resources available to assist
- Understanding of the “-process”
- Knowledge of the evaluation process
- Resources to use with staff
- A better understanding of the evaluation system
- Better understanding of new system
- Better understanding of student learning goals
- Learning more about the new evaluation system

- **Understanding the new evaluation process**
- **Evaluation Review – Excellent!**
- **Better understanding of Growth Model and setting goals and timeline of the evaluation system**
- **Having to discuss the evaluation system helped**
- **Planning and organizing new process**
- **Acquiring additional information on the evaluation plan**
- **Reinforce the evaluation process**
- **The development of the new evaluation system**
- **Learning so much more about the new evaluation process**
- **A good understanding of the new evaluation process**
- **Basic exposure to the process**
- **Familiarity with new evaluation system**
- **Directionality / better understanding of the new evaluation process**
- **Better understanding of what the evaluation system will be like next year**
- **Better understanding of evaluation process**
- **How to help staff set up their evaluations and how to assess their progress**
- **New evaluation tool**
- **Ability to use the new evaluation system**
- **General knowledge of the new evaluation system – experience of pilot and demo school principals**
- **Knowledge of new evaluation system**
- **Exposure to the evaluation process**
- **Informational**
- **Understanding the new teacher evaluation and its online segments**
- **Understanding from pilot schools**
- **Better understanding of evaluation system**
- **The understanding of teacher evaluations**
- **Need to practice**
- **How some of my fine arts teachers can write their learning goals**
- **The conversation in small groups were wonderful**
- **A better understanding**
- **Learning about the new evaluation tool**
- **Understanding the evaluation system**
- **Evaluations and how to use them**
- **Better understanding on new evaluation system**
- **Knowledge of process**
- **How process works**
- **I understand the new evaluation system much better**
- **Better understanding of the evaluation process**
- **Knowledge of new evaluation system. Idea of how / when to present to teachers**

	<ul style="list-style-type: none"> • Evaluation review • Knowledge of the new evaluation system • Just getting familiar with the process and completing the observation and evaluations experience
<p>The best part of this professional development was:</p>	<ul style="list-style-type: none"> • Relevance • Details • Discussion and hands on activities • Discussions of Principals • Ending with conversations • Reflection • Time to work in groups • Break out session with pilot schools • Talking with other Principals who are demo schools • Working with the scenarios; Working with programmatic levels • Activities with table. Great way to share ideas and collaborate to gain knowledge • Stepping the process for new teacher evaluation • Collaborative thought with peers • The breakout session • Made me aware of my duties as a principal • Share ideas with other principals at my table • Peers sharing their experience with it. • Listening to demo school principals • Evaluation and anti-bullying • Collaboration with peers • The discussion • Afternoon panel discussion with pilot and demo schools • Learning about new evaluation plan • Presentation • Activities with other principals at the table • Organization – speakers and breaks were well timed • The well prepared and logical presentation • Feedback from others • Hearing from pilot schools • Group discussions with guidance • Getting to talk to those who are in schools similar to ours who are already using the system • Hearing the experiences of other administrators • Hearing how pilot / demo schools are doing this in their schools • Sharing of ideas with my peers • Interaction • The afternoon session – hearing from others • Listening to the principals who are piloting the program

	<ul style="list-style-type: none"> • Presentation and colleague collaboration • Very relevant top – excellent information and well presented by both WVDE and RESA Principals • Collaborative ideas – sharing afternoon – “how we did this” • Hopefully, be able to navigate the new evaluation system and guide others as well • H.S. discussion group • Working with the rubrics and identifying performance levels • Train staff on the next CEW day using the WVEIS tutorials for the evaluation system • Presenters were well prepared • Question and answers • Conversation • Collaborating with other principals • Sharing ideas • Breakout session • Giving us a preview of what / how new evaluation instrument will be implemented • Discussion with our peers • Collaboration with demo and pilot schools • Discussion of the evaluation • Scenario use to bring rubrics into focus • Evaluation information • The interaction among those in attendance • Student learning goals • Collaborating with other professionals • Combination of professional development from State Department and meeting on grade level areas – conversations were excellent! • Elementary group discussion • Able to get a head start on planning for next year • Programmatic level group discussion\ • Being able to see the information and hear the background
<p>As a result of this professional development, I plan to:</p>	<ul style="list-style-type: none"> • Implement and have a plan of attack • Explore demo site and become familiar with rubrics and complete process • Prepare for next year • Work with staff ahead of WESTEST year deadline • Document timelines better • Prepare for the implementation of evaluation • Talk with staff about new evaluation system • Plan time for spring to introduce system and rubrics • Continue learning and applying • Start presenting components to my staff

- **Begin sharing with principals and education leaders who already part of the pilot**
- **Begin the informational meetings with staff**
- **Begin using PLC time to give information on the new evaluation**
- **Re-energize my direction**
- **Research the process online**
- **Review information so I fully understand it**
- **Begin Professional Development with my staff soon!**
- **Begin to implement the new system**
- **Work with my staff – evaluations**
- **Use documentation provided by other counties**
- **Continue with evaluation system**
- **Use the new evaluation plan to inspire our school**
- **Continue to research information on the new evaluation system**
- **Develop county plan to implement new evaluation in 2013 – 2014**
- **Further explore the new program**
- **Download, print and start this process with my teachers**
- **Prepare my staff as best as I can**
- **Use the language from Professional Teaching Standards and rubrics when discussing continuous improvement**
- **Introduce new evaluation system to faculty this year before August next school year**
- **Review details available on-line for better understanding**
- **Speak to Kathy / Valerie about getting a “team” trained to work with the staff at school so we are all better prepared**
- **Use the organizational tools already designed by other administrators**
- **Share this with my team by Christmas**
- **Prepare staff this year for next year**
- **Share with staff**
- **Learn as much as I can about the evaluation process**
- **Go to a training in the near future**
- **Start preparing my staff for the new evaluation system**
- **Assist our principals to implement**
- **Start after Christmas of Teacher evaluation with the teachers for next year**
- **Go back to staff and discuss with staff**
- **Get my learning goals from my staff ASAP**
- **Begin WVEIS WOW information slowly and now**
- **Create a timeline for acquainting our faculty with the components of the evaluation and working in WOW**
- **Will have discussion with building principal**
- **Raise awareness to special education staff**

	<ul style="list-style-type: none"> • Share information with my staff • Build staff relationships • Continue discussing evaluation process with others • Start the implementation of the new evaluation system for all schools starting next year • Visit website / demo • Begin slowly introducing to staff – Continue learning process / research • Begin to implement this with my staff at meetings • Read through materials – make a plan to share • Share with staff • Review the procedures and policy with faculty members to share ideas and information
<p>I would like to know more about:</p>	<ul style="list-style-type: none"> • Guidance Evaluations • All of this • Reward for continued growth • How principals evaluate the final evaluation piece • How the technology training will be implemented • Evaluations – more in depth • The specifics of the process • Growth chart • How to address unsatisfactory evaluation • The steps of the evaluation program • Explaining • SMART Goals to my staff • Some concerns about doing this effectively and realistically at large schools • “Rewards” listed in the vision statement • Assessment validity for measuring smart goals determining 15% of evaluation • More hands-on information about the evaluation site. (Training where we can log on and see what we are going to do • Walk throughs • The entire process • How to help resource teachers – Art, Music, P.E., etc. • What the state plans to do to reward teachers • I would like to have access to the site with my staff to navigate through • Updates on “how it’s going” in both pilot and demo schools here and throughout the state • Seeing evaluations in action – corrective action plans • Counselor evaluation system • What the electronic version looks like – dummy names • How to navigate the program electronically

	<ul style="list-style-type: none"> • WOW • The new evaluation procedures • Anti-bullying information • Technical questions • Start teaching teachers WOW and introduce them to the rubric • The timeline • The end process of the evaluation system • The actual computer program • Timeline – corrective action plan
<p>Additional reflections (you may use the back):</p>	<ul style="list-style-type: none"> • Great insight into what is coming! • Need to do step 1 – principals do this new; step 2 – do program by February; step 3 – by May • I really got a lot of information from the break-out session. Thank you • PD in evaluation • Having computers would have been helpful to review demo sites • Create a Walk Through Plan that goes along with new evaluation system; train early! • Appreciate training on policy for all administrators • This is good but I need hands on with this!! • Well needed information – some things were a little vague because the training was only 2 hours – need more details • Well done! Excellent PRI • Thank you • Excellent • Good Job!!! • Excellent presentation! • Hopefully counties will role this out in the spring • Being able to print the observations and have a way (online) to record when an employee reviews the evaluation / observation

2011-12 Public Service Training Class Evaluation Form

The following are the results of the Public Service Training Class Evaluation forms rating Public Service Training Courses and Instructors in 13 specific areas ranging from *very satisfied* to *less than satisfied*. The results were tabulated from 365 classes serving 5,606 students.

Approximately 96% of the 5,606 students returned the survey yielding the following results.

Number of students returning survey	Very Satisfied	Less Satisfied
5,376	5,324	52

List of comments available upon request.

1. Great instructor.
2. Learned a lot from the instructor.
3. Instructor was very informed and presentation was good.
4. Will definitely take more classes in the future.
5. The instructor helped us get the most out of the class.

Professional Development Evaluation

Title of Session: SBIRT
 Name(s) of Presenter(s): Jim Mattney
 Date: September 18, 2012

About you:	Administrator	Teacher	Support Staff	Interpreter	Other (describe)
Which ONE of the following best describes your current role?	7		5		6

About the session/workshop:	0 not applicable	1 strongly disagree	2 disagree	3 not sure	4 agree	5 strongly agree
Overall, I am satisfied with session/workshop.					4%	96%
The presentation was well organized and coordinated.					4%	96%
The time allotted for the session was sufficient for the topic.			1%		5%	94%
The objectives of the session were clearly evident and met.					4%	96%
The ideas and activities can be incorporated into my program.					5%	95%
Comments about the session/workshop: Presenter was very knowledgeable. Would of liked more time – good presentation! Wonderful, useful tools that can be put into action immediately. Good to have a solid tool/plan to use. Very helpful information will use it! Very good information, well structured presentation. Very good ideas and materials.						

About the presenter(s)/materials:	0 not applicable	1 strongly disagree	2 disagree	3 not sure	4 agree	5 strongly agree
The expertise of the presenter(s) was evident in the presentation.					1%	99%
The presenter(s) discussed the information in a clear and understandable way.					2%	98%
The handouts/materials were useful.					2%	98%
I would recommend this/these presenters.					3%	97%
Comments about the presenter(s)/materials: The forms for screening interviews will be used at our school. Very informative and presenter was knowledgeable. Very knowledgeable and personable. Good job! Hope to see you in Marshall County. Very informative instructor. Great usable materials.						

General comments:

Very good job!
 Great tools for staff.
 Very knowledgeable.
 This program provides tools that can be easily utilized with students.
 Clearly the information will benefit communicating with youth.
 Thanks to Caryn for bringing the much needed workshop and information to RESA 6!
 Thank you

SPECIAL EDUCATION SATISFACTION SURVEY

2011-2012 SCHOOL YEAR

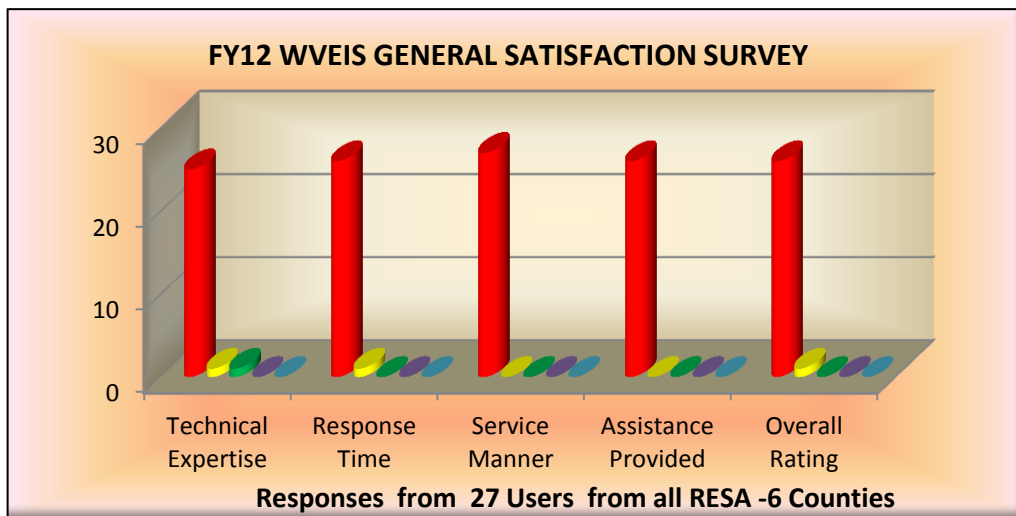
1. Which RESA 6 Special Education/School Improvement services, if any, have been particularly helpful in your county?
 - Having the RESA Special Education Director represent our group at the State Level is very important. She must hear and bring back the information to us. She is our voice.
 - Itinerant Low incidence population
 - Vision, hearing, COTAS, Speech Therapist Services.
2. Which RESA 6 special education services, if any, could be improved to be more helpful to your county, and how might they be improved?
 - None
3. On a scale of 1 to 5, with 1 indicating low satisfaction and 5 indicating high satisfaction, rate your overall satisfaction with RESA 6 special education services.
 - Amy = 5
 - 5
 - 5
4. Are there other special education services that could be provided by RESA 6 that would be helpful to your county?
 - CPI
 - No
5. Do you feel that RESA 6 provides the needed technical assistance to our identified schools/counties?
 - Yes
 - Yes
 - Yes
6. Do you have any additional comments/suggestions?
 - Staff development for counties always.

PRE-K EDUCATION SATISFACTION SURVEY

2011-2012 SCHOOL YEAR

1. Which RESA 6 Pre-K education services, if any, have been particularly helpful in your county?
 - New to Pre-K, so not sure. But I like having time to network and share other directors.
 - Curriculum Caravan for Pre-K
 - Technology Support
 - Opportunity and Time for a Pre-K Networking and PD
2. Which RESA 6 Pre-K services, if any, could be improved to be more helpful to your county, and how might they be improved?
 - I think the most challenging issue with Pre-K involves collaborating with Head Start and childcare centers. Guidelines are sometimes inconsistent, causes friction. Mediation might be helpful!
 - If financial assist could occur in area of ECERS.
3. On a scale of 1 to 5, with 1 indicating low satisfaction and 5 indicating high satisfaction, rate your overall satisfaction with RESA 6 Pre-K services.
 - 5
 - 5
4. Are there other Pre-K services that could be provided by RESA 6 that would be helpful to your county?
 - RESA wide trainings
 - Collaboration support with NPHS
 - Continued assist with required professional development
5. Do you feel that RESA 6 provides the needed technical assistance to our identified schools/counties?
 - Yes
 - Yes
6. Do you have any additional comments/suggestions?
 - RESA Staff has always been very helpful and willing to assist in any way.

2012 WVEIS GENERAL SATISFACTION SURVEY RESULTS					
Rating	5	4	3	2	1
Technical Expertise	25	1	1	0	0
Response Time	26	1	0	0	0
Service Manner	27	0	0	0	0
Assistance Provided	26	0	0	0	0
Overall Rating	26	1	0	0	0
Total	130	3	1	0	0



OPTIONAL COMMENTS:

1. The services provided and expertise of the staff is excellent!!
2. RESA-6 WVEIS staff provides excellent service.
3. Would like the WVEIS Staff to have bi-monthly meetings with county contacts to share information.
4. The WVEIS Department goes above and beyond to assist me with my WVEIS issues. Everything I do goes through WVEIS. When it shuts down, I cannot do many functions of my job. They are extremely helpful and quick to get me up and running.
5. I was recently trained on a new WOW program and they were very thorough and knowledgeable.
6. The Staff goes beyond their normal working hours if a problem needs to be solved. I feel I can call the staff at any time for help/assistance.
7. Ronda and her staff do an outstanding job serving the county school systems of RESA-6.
8. Anytime I have needed anything the response has been immediate and done in a courteous professional manner. Thanks for all you do!
9. Ronda, Eric and Denise are always helpful with any problem I have had.
10. The WVEIS Staff are very good at keeping after the State Department when we need an answer to a question, which is very helpful! They both go above and beyond! I am very appreciative! Job well done!
11. When dealing with the types of issues we need help with in this area, time is always at a premium. Anytime we call with any type of issue the problem is resolved immediately and we never feel like we're imposing. We are highly satisfied with the service we receive in this area.
12. Great people to work with! Thanks, for all you do!
13. I am very satisfied with the service we receive from the RESA WVEIS staff and could not imagine working without their support.

CONTACT
INFORMATION

*Regional Education
Service Agencies*

RESA

• *six* •

A powerful engine for education

November 14, 2012

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