

STRATEGIC PLAN

2013-2014

*Regional Education  
Service Agencies*

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RESA

• *two* •

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A powerful engine for education

**INTRODUCTION**

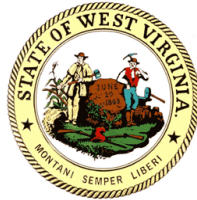
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Education

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State Superintendent of Schools

### MISSION

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

### GOAL

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

### PRIORITIES

1. Create a system of accountability and accreditation for West Virginia districts and schools for promoting growth and improvement
2. Establish an early learning system that results in third grade literacy for all students
3. Create a seamless college and/or career preparation process that elevates aspirations and expands opportunities
4. Realign duties and responsibilities to increase management and operational efficiencies
5. Support and enable local control and decision making
6. Create personnel policies and procedures that result in high quality educators at every level of the organization

## **WV STATUTE §18-2-26**

### **WV BOARD OF EDUCATION (WVBE) POLICY 3233**

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

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

## REGIONAL COUNCIL 2013-2014

### **Cabell County**

William Smith, Superintendent  
Bennie Thomas, Board Member  
Vickie Smith, Teacher

### **Lincoln County**

Patricia Lucas, Superintendent  
Steve Priestley, Board Member

### **Logan County**

Phyllis Doty, Superintendent  
Phyllis Adkins, Board Member  
Jason Browning, Principal

### **Mason County**

Suzanne Dickens, Superintendent  
Dale Shobe, Board Member

### **Mingo County**

Randy Keathley, Superintendent  
Mike Carter, Board Member  
Dora Chaffin, Principal

### **Wayne County**

Lynn Hurt, Superintendent  
Joann Hurley, Board Member  
Sandra Pertee, Director of Career & Technical Education

### **WV Board of Education**

Lloyd Jackson, II, Board Member

### **Higher Education**

Dr. Thelma Isaacs, Associate Dean  
College of Education & Professional Development  
Marshall University

### **WV Department of Education**

Robert Hull  
Associate Superintendent of Curriculum  
& Instructional Services

## **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.

## **TEAM BELIEFS**

### **The RESA 2 Team believes:**

- Relationships matter
- We are mission driven
- Our focus is service

# AREAS OF SERVICE

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

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
<p>Increase student achievement by providing support to identified RESA 2 Focus Schools</p>	<p>RESA 2 Focus Schools (14):</p> <p><b>Cabell</b> (4): Southside Elem, Barboursville MS, Huntington MS &amp; Cabell Midland HS  <b>Lincoln</b> (2): Duval PK-8 &amp; Hamlin PK-8  <b>Logan</b> (2): Holden Grade &amp; Chapmanville MS  <b>Mason</b> (2): Beale Elem &amp; Pt. Pleasant Intermediate  <b>Wayne</b> (4): Buffalo Elem, Lavalette Elem, Buffalo MS &amp; Ceredo-Kenova MS</p> <p><b>Conduct diagnostic report and School Culture Survey debriefs in RESA 2 identified Focus Schools with all staff members. Provide additional technical assistance based on identified needs. Continuing dialogue and determination of support will continue through November 2013.</b></p> <p><b>(See continuing work on following pages)</b></p>	<p>Diagnostic schedules and reports and other diagnostic debrief documentation (e.g., agendas Power Point handout), communication documentation (e.g., e-mails, phone calls), monthly reports, TA logs &amp; calendar entries, MOUs</p> <p>14 diagnostic visits and 14 work sessions around results occurred by October 14, 2013. A follow up meeting with curriculum directors and assistant superintendents. To determine next steps occurred on October 18<sup>th</sup>. A second meeting to develop next steps occurred on October 22<sup>nd</sup>.</p> <p>Duval:            9/3/13: Diagnostic completed</p> <p>9/25/13: Diagnostic debrief conducted with full staff; also presented school</p>	<p>1</p>	<p>Dee Cockrille            Sandy Angius            Barb Null            Lynn Davis            Kristi James</p> <p>Sandy Angius</p>



Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
		<p>culture data; led staff in group activities to assess the results and to identify strategies to implement recommendations</p> <p>10/10/13: Planning session conducted with principal for upcoming after school professional development for leadership team</p> <p>10/18/13: RESA 2 curriculum team met with Duval PK8 Principal to discuss potential services to this focus school; and reviewed WVEIS data with principal</p> <p>10/24/13: Conducted a teams and processes professional development session for 16 members of Duval PK8 Leadership Team; set norms, selected roles and chose members to serve; and discussed development of agendas and distributing follow up</p>		

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
		<p>notes to all staff</p> <p>11/7/13: Met with CLO to plan leadership team agenda</p> <p>11/18/13: IPI conducted by RESA 2 staff; discussion followed with PLCs using the IPI data results</p> <p>11/20/13: Attended and observed first leadership team meeting using practices from the 10/24/13 training; coached the chief leadership officer (CLO-a title chosen by the team in place of chair) and other staff serving in roles such as communication specialist and timekeeper</p> <p>11/19/13 and 12/19/13: Co-chaired planning for RESA 2 Making It Happen Institutes 1 &amp; 2; attended by Duval PK8 teams</p> <p>11/19/13: Conducted break out session on teams and processes at RESA 2</p>		

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
		<p>Making It Happen Institute; attended by Duval Principal and team</p> <p>12/20/13: Set up Schoology site as an electronic communication tool for the leadership team; plans are to place agendas, follow-up notes, and resources on this site; plan to set up a training with team to insure comfort with the site and to encourage use</p> <p>Hamlin PK-8 9/4/13: Diagnostic completed</p> <p>9/11/13: Diagnostic debrief conducted with full staff; also presented school culture data; led staff in group activities to assess the results and to identify strategies to implement recommendations</p> <p>9/17/13: RESA 2 School Improvement Coordinator</p>		

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
		<p>and Curriculum and Instruction Coordinator observed the leadership team and then met with Principal to debrief and discuss next steps; Principal interested in co-teaching and observations of special ed classrooms and teachers; Curriculum and Instruction Coordinator scheduled to work one on one with targeted classroom primary teachers</p> <p>11/6/13: Met with school leadership team at Principal's request; cancelled ideas and plans discussed on 9/17/13 in order to ascertain input on direction from leadership team. Conducted focus group with team as to RESA 2's role in their school improvement efforts; expressed desire to use common assessments as a way to address high quality standard 3, Standards-</p>		

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
		<p>Focused Curriculum, Instruction and Assessments; Principal and School Improvement Coordinator drafted a plan based upon common assessments</p> <p>January, 2014: Principal reports that during the few days that staff were in school and students were not, they worked on plans for completing the common assessments and uploaded that evidence as required for focus schools</p> <p>February, 2014: School Improvement Coordinator working with Principal to schedule visits given the need for the school to address issues related to school not being in session since Christmas in any consistent manner</p>		
Increase student achievement by providing additional	Provide sustained co-teaching support in the following schools:	Monthly reports, TA logs & calendar entries Cabell: Cancelled	1	Barb Null Kristi James

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
RESA 2 co-teaching teacher support as requested in specific Focus Schools in Cabell, Mason and Wayne Counties	<p><b>Cabell:</b> Barboursville MS &amp; Huntington MS</p> <p><b>Mason:</b> Beale Elementary &amp; Pt. Pleasant Intermediate</p> <p><b>Wayne:</b> Buffalo MS</p>	<p>scheduled training until a later date.</p> <p>Mingo: Lenore K-8 &amp; Matewan K-8</p> <p>Mason: Co-Teaching Training was provided on Sept. 11 &amp; 12 for teachers and RESA staff is conducting monthly observations with feedback given to principals and central office personnel.</p>		
Increase student achievement by providing RESA 2 principal / teacher support in specific schools as requested by Lincoln, Logan, Mingo and Wayne Counties	<p>The following schools will be assigned RESA 2 contracted school improvement specialists to provide sustained technical assistance in specified area(s):</p> <p><b>Lincoln:</b> Lincoln County HS – Math 1 &amp; Math 2 sustained teacher support, Leadership Team, PLCs-Literacy 2<sup>nd</sup> &amp; 3<sup>rd</sup> Grade, Instructional Coaching</p> <p><b>Logan:</b> 1) Chapmanville Regional HS - Math 1 &amp; Math 2 sustained teacher support; 2) All secondary schools – social studies next generation sustained teacher support; 3) <b>Holden Elementary-Math sustained teacher support</b></p> <p><b>Mingo:</b> 1) Burch MS; Gilbert MS, Williamson PK-8 – share a specialist to provide sustained support in leadership &amp; school improvement; 2) Lenore PK-8, Kermit K-8 &amp; Matewan PK-8 - share a specialist to provide sustained support in</p>	RESA 2 plan of assistance for low-performing/targeted schools; contract agreements; TA logs (to include regularly scheduled communication with county representatives & principals); contact logs; PD logs; diagnostic report documentation	1	<p>Dee Cockrille Kristi James Devona Myers Brenda Stevenson Paula Staley Marge Fletcher Lynn Davis</p> <p>Lynn Davis</p>

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
	<p>leadership &amp; school improvement</p> <p><b>Wayne:</b> Spring Valley HS &amp; Wayne HS - Math 1 &amp; Math 2 sustained teacher support</p>			
<p>Increase student achievement by providing RESA 2 teacher support in specific schools as requested by Cabell, Lincoln and Mingo Counties</p>	<p>The following schools will be assigned RESA 2 specialists to provide sustained technical assistance in specified area(s):</p> <p><b>Cabell:</b> Central City Elementary – assist teachers with collection, analysis and presentation of IPI data throughout the school year  <a href="#">Southside Elementary – IPI Data Collection</a></p> <p><b>Lincoln:</b> 1) Hamlin PK-8 – provide leadership, and teacher support &amp; school improvement technical assistance; 2) Lincoln County HS &amp; Duval MS &amp; <a href="#">Guyan Valley Middle School</a> – Provide PLC support, instructional support, special education/SPL intervention and PD <a href="#">and IPI Data Collection</a>; 3) Harts PK-8 – Provide PLC, reading instruction, principal support/ leadership team development &amp; IPI support</p> <p><b>Mingo:</b> Kermit K-8 – provide instructional support for middle school, IPI, and fourth grade support; Matewan PK-8 - Co-Teaching and special education support; Lenore K-8 – Co-Teaching, differentiation and special education support</p> <p><b>Logan:</b> <a href="#">Chapmanville MS, Man MS, &amp; Holden Elementary- Classroom Instruction that Works, SPL and Special Education Support (Holden) – Math technical</a></p>		1	<p>Dee Cockrille  Barb Null  Sandy Angius  Lynn Davis  Kristi James</p>

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
Provide technical assistance to elementary schools for literacy support	<p>assistance.</p> <p>Literacy is the “Cornerstone of Learning” initiative will be implemented. Sustained support will be provided to all literacy coaches in the six RESA 2 counties. Format to be used: Face to Face discussion of support needed and Go To Meeting interfacing</p>	Evaluation by county coaches	2	Barbara Null Lynn Davis
Enhance student achievement and the effectiveness of schools and school systems by providing meeting forums for the following groups on a regular basis: curriculum & PD directors, special education directors, literacy coaches, technology integration specialists, WVEIS contacts, and technology directors in all six counties	<p>Provide sustained support in order to enhance literacy, mathematics, STEM, attendance, behavior, and graduation rates</p> <p><a href="#">Instructional Coaches Collaboration Team: High Quality Schools, DBQs – Brenda Stevenson; John Strebe –Relationship Building, and Cooperative Learning</a></p>	Communication documentation and sign-in sheets	1, 5	Sandy Angius Barbara Null Lynn Davis Kristi James
Institute a principal/ leadership team support process for identified support /focus schools	<p>PLC work with principals regarding steps to create and sustain high quality schools. Work will center upon culture, engaged learning, strategic planning and continuous improvement.</p> <p>Creation of two conferences to support focus / support schools through Leadership Team development – November 19<sup>th</sup> and February 2014 have been designated by</p>	Principal evaluations of PLC work, observations in targeted schools regarding goals set by the principals for work around high quality standards	1, 5	Sandy Angius Dee Cockrille  Dee Cockrille Kristi James in collaboration with county curriculum



Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
Increase student achievement by providing support to identified RESA 2 Support Schools	<p>counties for implementation</p> <p>Support schools requesting diagnostics include:</p> <p><b>Logan:</b> Logan HS, Man MS</p> <p><b>Mingo:</b> Lenore Pk-8, Burch MS</p> <p>Conduct diagnostic report and work sessions on results with Leadership Team members and central office. Provide additional technical assistance based on identified needs.</p>	Diagnostic schedules and reports and other diagnostic debrief documentation (e.g., agendas Power Point handout), communication documentation (e.g., e-mails, phone calls), monthly reports, TA logs & calendar entries, MOUs	1	<p>directors</p> <p>Dee Cockrille Sandy Angius Barb Null Lynn Davis Kristi James</p>

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

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
Increase student achievement through providing next generation standards professional development	Deliver Educator Enhancement Academy (EEA) Next Generation Standards PD to trainers as identified in each RESA 2 county. Support next generation PD provided to teachers in each county by EEA trainers.	Training communication, evaluation completion, monthly reports, TA logs & calendar entries	1, 3	Sandy Angius Barbara Null Lynn Davis Kristi James
Enhance teacher effectiveness in crafting Next Generation learning activities for students/career & college ready	Deliver one-on-one, group and job embedded support to teachers at schools in developing high quality lessons with engaging, real-world applications, collaborative projects, and peer engagement in learning activities	Technical assistance and professional development logs	1, 3	Sandy Angius Barbara Null Lynn Davis Kristi James
Provide next generation standards professional development to principals	Deliver leadership PD to RESA 2 principals to support and monitor successful implementation of next generation standards.	Training communication, evaluation completion, monthly reports, TA logs & calendar entries	1, 4	Sandy Angius Lynn Davis
Increase student achievement by supporting the effective implementation of the new educator evaluation system	Deliver Leadership Team Educator Evaluation System training to all schools in the RESA 2 region newly implementing the education evaluation system. Communicate required principal training to administer the evaluation system provided by CPD. In addition, provide counselor evaluation training to counselors and principals.  Develop videos for teacher use on implementation issues.	Training communication, evaluation completion, monthly reports, TA logs & calendar entries  Training material available via WVEIS Training site.  Face to face meetings January 10, 2014 Mason September 9, 2013 Mingo October 28, 2013 Mingo	1, 6	Program Development Josh Ratliff
Support the	Professional development in small groups	Calendars, sign-in sheets,	6	Program

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
development of student learning goals relating to the educator evaluation system through professional development	at the school site on ISE, late start and early release days	evaluations		Development Specialist Sandy Angius
Increase student achievement through teacher research-based professional development	Provide teacher leadership professional development: SPI Academy (reading & math); Project TEIR mathematics; NBCT; CPI & Policy 5373 training, IEP training, Co-Teaching: SPL, Wellness (Fitness & Nutrition)	<p>Agendas, handouts &amp; sign-in sheets; review of completed evaluations</p> <p>Retrained teachers at all schools that did not complete HEAP assessment in FY 2013 in testing protocol.</p> <p>Conducted targeted professional development for 29 physical education teachers in FitnessGram.</p> <p>Provided professional development training for 22 Mason County P.E., Health, and Drivers Ed teachers in current substance abuse trends.</p> <p>Provided Not On Tobacco Cessation training for three teachers.</p>	1, 3	Barb Null Keith Dalton Kristi James Lynn Davis Sandy Angius
Support RESA 2 PK programs to ensure	Provide PK technical assistance in monitoring for ECERS, hands-on learning,	Creative curriculum checklist, sign-in sheets &	2	Kristi James

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
school readiness	PK Literacy and PK Extravaganza	evaluations, agendas		
Provide technical assistance to support effective development of the wellness section of the county strategic plan and school strategic plans	Communicate quality examples to county representatives to effectively plan for the wellness section of the county strategic plan; provide principal training in quality school strategic plan development	Documentation of communication of wellness strategic plan examples; agendas & sign-in sheets; review of completed evaluations  Developed Best Practices Document for Student Support Services and shared with all RESA 2 counties.	1, 4	Keith Dalton
Increase student achievement through teacher participation in content specific/ pedagogy grants	Implementation of RESA 2 grants: Teachers Engaged In Research (Project TEIR) elementary mathematics content development, pedagogy, on-line professional learning communities; action research and technology training; Leadership Studies Cohorts; Project Pathways (MU English & Physics Cohort); ESL Cohort; C3 Grants	Grant evaluator analysis of content specific designed test; surveys on teacher efficacy; teacher effectiveness and implementation of program; sign in sheets  Developed and submitted a successful physical activity grant proposal to Highmark Foundation for Man Elementary School.	1, 3	Lynn Davis Devona Myers Paula Lucas Bonita Lawrence Keith Dalton
Increase teacher instructional quality by continuing to support participation in the National Board Certified Teacher (NBCT) cohort	Seek additional funding to continue providing regular support (in-person meetings & online support) to NBCT cohort members ; grant submission	Agendas, handouts & sign-in sheets; documented analysis of NBCT candidates completing certification	1	Program Development
Provide a regional	Work with the Mid-Continent Research	Promotional materials,	1, 2, 3	Dee Cockrille

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
conference on Classroom Instruction That Works as both a seminar for support for achievement gap strategies and a certification mechanism for RESA professionals	Educational Laboratory (McREL) to offer a five day workshop for county and RESA employees who can serve as trainers  RESA employee attended McREL Common Core Math Summit to become a Regional Trainer of Trainers	registrations, evaluations		Lynn Davis Kristi James
Increase school participation in Health Education Assessment Project (HEAP) assessment	Provide professional development & technical assistance regarding the administration of the HEAP assessment	Reporting of year-to-year outcomes to the WVDE Office of Healthy Schools  All schools who did not complete HEAP assessment if FY2013 have completed current year's assessment. Monthly reminders to schools regarding completion guidelines.	1, 5	Keith Dalton
Increase RESA 2 participation in the Fitness Gram Physical Education Assessment (FGPEA) from 83 to 94 schools	Provide professional development & technical assistance to schools currently & potentially participating in the FGPEA; provide targeted technical assistance to schools struggling with inputting FGPEA assessment results into tenth month report	Reporting of year-to-year outcomes to the WVDE Office of Healthy Schools  Three FitnessGram refresher trainings conducted by 1.2.2014; selected schools re-trained in reporting procedure.	1, 5	Keith Dalton
Increase professional development opportunities for RESA 2 health & physical	Design & provide professional development opportunities through collaboration of the Health and Physical Education Academy Leadership Cadre	Agendas, handouts & sign-in sheets; review of completed evaluations	1	Keith Dalton

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
education teachers		Best Practices sessions held in Wayne, Logan and Mason Counties as part of FitnessGram training sessions.		
Strengthen the effectiveness of each wellness priority area within RESA 2 county wellness councils	Attend at least 1 county wellness council meeting in each RESA 2 county; provide technical assistance to RESA 2 counties in completion of the county student support services goal of the five year strategic plan; develop & submit a work plan for each of the wellness priority areas	County wellness council agendas, handouts & sign-in sheets; documentation of communication of strategic plan assistance with health goal; work plan  Meetings attended in Mason and Mingo Counties. Wellness priorities reviewed and discussed.	1, 4, 5	Keith Dalton
Coordinate and implement professional development opportunities for Electronic Health Data monitoring	Provide targeted professional development and technical assistance as requested by the WVDE & RESA 2 county representatives	Agendas, handouts, sign-in sheets & review of completed PD evaluation forms	1, 4, 5	Keith Dalton
Offer training and support for the student Discipline Management System.	Provide targeted professional development as requested by RESA 2 counties and schools.  Provide feedback to WVDE regarding product improvement as requested by users.	Agendas, handouts, sign-in sheets & review of completed PD evaluation forms  Documentation of contacts We have hosted 4 training sessions at RESA2. September 12 & 13	1, 4	Keith Dalton Josh Ratliff Kathy Cornell

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
		Have visited one school as requested for a short training session with their TIS – December 11 This is covered in two forms. We have a print document and a training video, both located on the WVEIS Training website (date is continuous)		
Provide WVEIS discipline data screen professional development	Provide WVEIS discipline data screen professional development & technical assistance as requested	Agendas, handouts, sign-in sheets & review of completed PD evaluation forms	1, 4	Josh Ratliff Keith Dalton
Provide opportunities for counties to evaluate their technology efforts through the lens of student achievement	Set up collaboration between Rob Mancabelli and county superintendents and curriculum/technology directors to have a dialogue and create action steps around technology initiatives	Set up meeting to examine options Logan High School 11/12/13	4	Dee Cockrille Josh Ratliff
Assist various program offices within the State, WVDE, RESAs, and county school systems in the development of comprehensive professional development modules focused on the use of the WVEIS web-based applications. Training material/presentations will be designed for and delivered to a variety of audiences including but	Gain through understanding of all new and major WVEIS applications.  Collaborate with WVEIS support staff from the region and around the state to gain an understanding of PD needs.  Explore options for WVEIS training strategies including print documentation, video tutorials, and others.  Create and deliver high quality professional development for WVEIS using a variety of electronic resources.	Professional development materials for all new and all major WVEIS application will be created.  Training material developed will be downloaded and used in PD sessions in all six school districts within our region and by all RESAs within the state.  All new applications within WVEIS have been	1, 4, 5	Josh Ratliff

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
not limited to policy makers, educators, and the general public.	Use regional and statewide meetings/conferences to train WVEIS support staff in best practices for professional development	thoroughly documented and shared within WOW without exception. New applications are documented as they are released by the Office of Information Systems. (Date is continuous, all programs are documented as of 1/13/2014)		
Provide WVEIS professional development to support effective data collection in RESA 2 counties and schools	Provide WVEIS professional development to central office staff, principals, teachers, counselors & secretaries in the following areas: <ul style="list-style-type: none"> <li>▪ via the WEB focusing on accurate data input including highly qualified information;</li> <li>▪ new discipline modules;</li> <li>▪ WOW teacher training for teacher utilization of the new testing link</li> </ul>	Agendas, handouts & sign-in sheets; review of completed evaluations; This is also done via the WVEIS Training site and face-to-face principal meetings. 1/10/14 Mason County. Others will be rescheduled because of inclement weather.	1, 4, 5	Kathy Cornell Josh Ratliff
Provide WVEIS professional development and technical support to RESA 2 county representatives	Provide WVEIS on-site video professional development (including the new WVEIS Web-Based program) and add a training request section on the WVEIS online website	Agendas; handouts; sign-in sheets; TA logs; review of WVEIS website The WVEIS Training site is current as of 1/13/2014. It contains video and print training materials for all new application and major legacy applications including STU.301	1, 4 5	Kathy Cornell Josh Ratliff
Certify the RESA 2 Curriculum & Instruction Coordinator	Certification sessions to be arranged through a partnership with McREL (Mid-Continent Research Educational Lab)	Certifications obtained	1, 2, 3	Dee Cockrille Lynn Davis Kristi James



Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
in McREL Math Strategies and Classroom Instruction That Works; certify the RESA 2 Special Education Director in Classroom Instruction That Works and CPI in order to support focus and support schools	Sessions arranged for CPI certification training.			
Offer technology integration workshops to principals and teachers	Two technology workshops  Rob Mancabelli workshops on high quality technology based classrooms	Program agendas Handouts Evaluations IPad training sessions had to be rescheduled because of inclement weather.	1, 3	Dee Cockrille Josh Ratliff

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

Measurable Objectives	Action Plan/Activities	Progress/Evaluation Outcome(s)	WVBE Priority	Program/Person Responsible
Implementation of online classes offered to RESA 2 teachers at significantly reduced tuition cost savings	Offer a online graduate courses via third party contract: Marshall University (2 Leadership Studies, English & ESL cohorts); Fairmont State University (Physics cohort)	Third party contracts containing details of tuition costs savings, Registration Forms	1, 6	Program Development
Arrangement of university course credit offered to RESA 2 teachers participating in grant programs at significantly reduced tuition cost savings	Provide the opportunity for teachers participating in grant projects (e.g., Project TEIR, NBCT) to receive university credit	Third party contracts containing details of tuition costs savings, Registration Forms	1, 6	Program Development
Provide a regional cooperative to provide cost effective contracted audiology services to each of the six RESA 2 counties	Identify & provide audiology services to students in need of audiology screening referrals/evaluations & hearing aid services	Signed contracts, documentation of audiology services provided <b>Completed audiological services to students at the request of each county as needed. Services include consultation, observation, hearing screenings, comprehensive audiological testing, middle ear measures, auditory processing testing, hearing aid checks, assistive listening device placements, and assistive listening device checks</b>	2	Nancy Gillispie, AuD
Provide a statewide support and accounting system to promote	Monthly statewide meetings with designated RESA personnel, implementation and fidelity to the	National and regional reports <b>Provided training on AEPA to</b>	4	Dee Cockrille Sandy Shoup Brenda Stevenson

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
efficiencies in purchasing for all 55 West Virginia counties	Standard Operating Procedures for AEPA purchases	<p>all the school secretaries in Mingo County.</p> <p>Created a digital showcase in the form of a PowerPoint Presentation which highlights every vendor. That PowerPoint is on the RESA2 website.</p> <p>Sent emails to the purchasing agent in each school on how to order from AEPA, attached an updated vendor list, and an easy to use ordering form for School Specialty.</p> <p>Sent an email to every middle school and high school athletic director concerning BSN.</p> <p>Sent out over 1,000 postcards to non-profit organizations through-out the RESA2 region.</p>		
Provide an e-library on the following topics to all educators in RESA 2: Assessment, Leadership Development and Supervision, Differentiation, and School Improvement	Provide 24 hour access for professional learning communities, principals, individual teachers, central office staff to gain insight into best practices	Utilization tally on the e-library site	1, 6	Dee Cockrille Lynn Davis Charlie Pitts Rachel Bias
Offer a purchasing clearinghouse cost savings system for	Maintain a system for computer repair and replacement of computer systems	Computer repair & replacement website (updated bi-monthly)	4, 5	Dee Cockrille Charlie Pitts

<b>Measurable Objectives</b>	<b>Action Plan/Activities</b>	<b>Progress/ Evaluation Outcome(s)</b>	<b>WVBE Priority</b>	<b>Program/ Person Responsible</b>
computer repair & replacement to county school systems				
Offer a service for Professional Development via remote conferencing	Provide a program (such as Go To Meeting) for Online Virtual Meetings & PD	Purchase and installation	1, 5	Charlie Pitts Rachel Bias
Support for county Medicaid specialists regarding billing	Provide support to counties for provider enrollment, billing questions, uploading county Medicaid billing, serve as liaison between WVDE and county school systems	County reimbursements received; Provider re-enrollment for all RESA 2 counties through Molina	4	Sandy Shoup
Provide bus driver training for participating RESA 2 counties at significantly reduced cost savings, Facilitate workforce development options	Offer bus driver training via third party contract to RESA 2 counties	Documentation of training logs and time sheets	4	Program Development
Improve & provide quality WVBOE Policy 5202 alternate substitute certification professional development	Provide quality service to substitute candidates to ensure timely completion of the alternate substitute program	Documentation of candidates completing alternate certification course	4	Program Development Kim Adkins
Continued facilitation and enhancement of energy management systems in Cabell and Lincoln Counties	Focus upon energy efficient processes in all educational facilities	Energy Reports	4	Chip McMillian Joe Parsons Dee Cockrille
Continued collaboration and expansion of food services cooperative sharing between RESA,	Sharing of personnel in the food service area to enhance cost savings and efficiencies	Superintendent and RESA collaboration	1, 4	Dee Cockrille Rhonda McCoy

<b>Measurable Objectives</b>	<b>Action Plan/Activities</b>	<b>Progress/ Evaluation Outcome(s)</b>	<b>WVBE Priority</b>	<b>Program/ Person Responsible</b>
Cabell, and Lincoln Counties				
Provide staff development/training, consultation and team facilitation services to both generalists and specialists	Curriculum team will train and assist local district personnel to develop improvement plans based on the performance of their students with disabilities	Data analysis, needs identification, plan development, long-term implementation and support and evaluation of students results addressing both general and special education systems	1, 2, 3, 6	Kristi James
Facilitate cooperative savings for counties through the utilization of an attorney to serve Lincoln, Cabell, Mason and Mingo Counties	Attorney to support processes with personnel, grievances, Title IX, expulsions, support to county offices and all boards except Mingo.	Monthly logs, superintendent and board evaluation	4, 5	Leslie Tyree Dee Cockrille

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

Measurable Objectives	Action Plan/Activities	Progress/Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
Increase the utilization of WVEIS technical assistance via REMOTE Support	Provide WVEIS program repair and technical assistance support via REMOTE Support as requested by RESA 2 county representatives and solve issues by Remote Support quickly.	TA logs focusing on frequency of use for installs & problem solving <b>WVEIS Installs for Mason and Logan County as requested.</b>	5	Kathy Cornell Ryan Fisher Charlie Pitts Keith Ramsey
Provide quality & timely computer maintenance, repair & installation services to support WVDE Basic Skills and Tools for Schools initiatives	Provide a website for submission and tracking of computer related requests & a web based help desk to remotely resolve computer issues &/or install software	RESA 2 computer website for submission & tracking of computer repair, maintenance & installation related requests; contract agreements with counties/schools to provide repair service for computer equipment not purchased from the state; computer repair & replacement logs; quarterly & annual summary report to include work order turnaround times	4, 5	Ryan Fisher Charlie Pitts Keith Ramsey
Utilize OZ to track computer repair work orders, facilitate invoicing, and maintain parts inventory.	Allow counties to check status of work orders online; maintain online inventory to allow checking parts in/out for each work order; create invoices for parts used; create quarterly reports for state legislature.	Work order tracking; parts inventory; invoices.	4, 5	Charlie Pitts Keith Ramsey Ryan Fischer
Provide antivirus software/updates to participating counties.	Maintain servers in schools with Symantec antivirus to keep computers in schools up to date with antivirus software.  Install antivirus software on all computers	Maintain software.	5	Charlie Pitts Keith Ramsey Ryan Fischer

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
Provide participating counties WSUS (Windows Server Update Service).	maintenance. Allow computers to get Windows updates locally, saving internet bandwidth.	Maintaining updates.	5	Charlie Pitts Keith Ramsey Ryan Fischer
Provide up to date wireless network at RESA2 Office for meetings/trainings	Install new switches and wireless access points for RESA2 building. With one SSID and one password for all areas of the building	Network equipment installed and functioning. Monitoring and maintaining updates to system	4	Charlie Pitts Keith Ramsey Ryan Fischer

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

<b>Measurable Objectives</b>	<b>Action Plan/Activities</b>	<b>Progress/ Evaluation Outcome(s)</b>	<b>WVBE Priority</b>	<b>Program/ Person Responsible</b>
Support and enhance the At-Risk Student Project for students in Cabell County Schools	Interventions with at-risk middle school students at designated middle schools.	Collaboration meetings with Cabell County Student Services at the central office.	1, 5	Bill O'Dell Dee Cockrille Sandy Shoup
Submission of a minimum of 1 grant by each RESA 2 curriculum employee to support needs in the county	Regular communication with RESA 2 curriculum employees to identify the source of a minimum of 1 grant opportunity & develop a quality grant proposal	Curriculum Team Meeting agendas/minutes; proposal documentation <b>Researching grant opportunities online</b>  <b>Submitted successful grant application to Highmark Foundation for Man Elementary School.</b>	1, 2, 3	Keith Dalton Barb Null Sandy Angius Lynn Davis Kristi James Nancy Gillispie, AuD
Effective implementation of the 21 <sup>st</sup> Century Community Learning Center (CCLC) Grant in 2 Mingo County Schools	Implement after-school and summer programs at Gilbert MS & Williamson PK-8	Grant amendments & reports, timeline documentation, meeting agendas, monthly reports, TA reports & calendar entries	1, 2, 3	Sandy Angius
Increase student physical activity by expanding the number of schools actively participating in the statewide Let's Move WV initiative	Compare baseline data of participating RESA 2 schools in the Let's Move WV initiative from the WVDE & set a target number of schools for expansion; publicize the benefits of the initiative through quarterly newsletters; provide Let's Move WV professional development to RESA 2 physical education teachers	Comparison data; agendas; handouts, sign-in sheets; evaluation analysis of WVDE year-to-year participation outcomes	1	Keith Dalton
Capitalize on funding & program opportunities	Collaborate with CSPHP upon request from RESA 2 county representatives	TA logs	1	Keith Dalton



<b>Measurable Objectives</b>	<b>Action Plan/Activities</b>	<b>Progress/ Evaluation Outcome(s)</b>	<b>WVBE Priority</b>	<b>Program/ Person Responsible</b>
through collaboration with state Coordinated School Public Health Partnership (CSPHP)				
Submit career and college federal grant to support county planning and implementation of creating a college and career ready process that expands student opportunities for career and college	Submission of a RTTP-D grant on October 1, 2013.	Acceptance of proposal	1, 3	Dee Cockrille Rachel Bias
Increase student achievement through teacher participation in content specific / pedagogy grants	Implementation of RESA 2 grants: Teachers Engaged in Research (TEIR) elementary mathematics content development, pedagogy, on-line professional learning communities, action research and technology training; Project Pathways (English & Physics); C3 Grants; 21 <sup>st</sup> Century Grant	Grant evaluator analysis of content specific designed test; surveys on teacher efficacy; teacher effectiveness and implementation of program; sign-in sheets	1, 6	Sandy Angius Devona Myers Paula Lucas Bonita Lawrence Keith Dalton
Complete lesson plan development with Heritage Farm & Museum and all final reports for TAH Grant.	Work with Heritage Farm & Museum to finalize lesson plans for use by teachers during classroom visits.  Complete all final grant reports for grant.	Developed the education section for Heritage Farm & Museum which includes lesson plans and curriculum for teachers to utilize while visiting the museum with their students.  Reports completed and submitted to the US Dept. of Education.	1, 6	Brenda Stevenson Program Development

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

<b>Measurable Objectives</b>	<b>Action Plan/Activities</b>	<b>Progress/ Evaluation Outcome(s)</b>	<b>WVBE Priority</b>	<b>Program/ Person Responsible</b>
Meet with the RESA 2 regional wellness council to identify county needs & to improve coordinated school public health services	Conduct at least 2 regional wellness council meetings during the 2013-2014 school year; review & provide individual county wellness data to each RESA 2 county; develop resources and strategies to address priority areas	Agendas, handouts & sign-in sheets; review of WVDE outcome plan priorities	1, 5	Keith Dalton
Coordinate and strengthen local bullying prevention efforts in S3 schools	Include bullying prevention at both RESA 2 regional wellness meetings to assess current offerings & to develop a plan to strengthen bully prevention efforts	Agendas, handouts & sign-in sheets; review of WVDE outcome plan priorities	1, 5	Keith Dalton
Improve & provide quality WVBOE Policy 5202 alternate substitute certification professional development	Provide quality service to substitute candidates to ensure timely completion of the alternate substitute program	Documentation of candidates completing alternate certification course	1, 6	Program Development Kim Adkins
Provide extended instructional time & support through tutoring for at-risk students	Provide tutors for after school programs at the Cabell County homeless shelter & the Boys and Girls Club	TA logs	1, 2, 3	Dee Cockrille Sandy Shoup
Create a focused approach for new services	Establish regional council sub-committees to address county needs	Regional Council meeting agenda/minutes	1, 2, 3, 6	Dee Cockrille Regional Council
Provide technology based surveys to RESA 2 county/school representatives to support needs for site-	Brainstorm & create surveys to identify & address RESA 2 county/school technology needs	Review surveys; feedback documentation	1	Program Development Computer Repair Wellness

<b>Measurable Objectives</b>	<b>Action Plan/Activities</b>	<b>Progress/ Evaluation Outcome(s)</b>	<b>WVBE Priority</b>	<b>Program/ Person Responsible</b>
based intervention				
Continuation of communications outreach	Identify media sources to positively promote the work of RESA 2; identify news worthy projects; submit articles for publication; keep counties updated on services	Documentation of the identification of media sources; copies of news article submissions & actual articles	4	Dee Cockrille Rachel Bias
Provide ongoing support and collaboration for the K-12 STEM program in Mingo County Schools including support for the Arts and Bots grant in cooperation with the June Harless center and Carnegie Mellon	Grant support, funding and writing support for grant opportunities for this STEM Project	Evaluation of all STEM activities	1	Dee Cockrille
Participate in and provide leadership on committees associated with the National AESA National Executive Council, AESA Foundation Board, National Conference Committee, National Association of Educational Purchasing Agencies	Participate in all committee meetings, conference planning and implementation sessions; select conference breakout and keynote sessions; provide support to national vendors assigned to council members	Strands and conference focus selected, evidence of participation in all meetings, subcommittees	4	Dee Cockrille
Support and enhance the delivery of Spanish instruction to Logan County Schools via remote access	Continually assess the needs of the students, teacher and county in the delivery of instruction	Weekly interaction with teacher and county	6	Dee Cockrille

# CONTACT INFORMATION

## RESA 2 TEAM

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