

RESA 2
MONTHLY ACTIVITIES REPORT
 JUNE 2016

Activity	Cabell	Lincoln	Logan	Mason	Mingo	Wayne	Higher Ed	Outside Agencies
Email	49	74	86	61	104	77	22	352
Phone	36	72	46	55	105	58	3	209
Chat	12	26	48	9	35	33		39
School Visits/ Contacts	7	53	18	2	29	3		18

PROJECTS:

1. Administrator/Directors Council Meetings.
2. RESA 2 Staff Meetings.
3. Supervision of Unit Meetings.
4. WVEIS Project Implementation.
5. RESA 2 Regional Council Meeting Agenda and Support Materials.
6. RESA 2 Financial Records review.
7. Region 2 Tech Prep Component support.
8. RESA 2 Staff Development Plan implementations.
9. WVEIS facilitation.
10. Computer Repair.
11. Implementation of Plan of Action for Board Goals.
12. WIB Computer Repair Installation Repair.
13. Regional Wellness Project.
14. Plan of Services Monitoring.
15. Math Science Partnership Grant.
16. Energy Education Project.
17. Goal Setting Preparation and Report.
18. Assessment for Learning Project with Logan County.
19. Identification of Grant and funding opportunities.
20. Evaluation of Technology Initiatives.
21. Technical Assistance Projects in Cabell, Lincoln, Logan, Mingo and Mason Counties.
22. Grant supervision for all grant projects.
23. Oversight of Math, English, Physics, cohorts.
24. Facilitation of Communication Plan.
25. Regional Bullying Project.
26. Technology Services.
27. RESA 2 Teaming Initiatives.
28. AESA representation on National Executive Council, AESA Foundation Board,
29. Coordination of bus driver training efforts in R2 counties.
30. Statewide Coordination of WV AEPA contracts and services.
31. Graduate course facilitation for certification and cohort support.
32. Support for Catalyst School Project with WVBE, WVDE, Cabell County Schools.
33. Supervision of the Attorney project in Cabell, Lincoln, Mason, and Mingo counties.

34. Implementation of the new Technical Assistance Online Project.
35. Supervision of OSP funded initiatives through Special Education Director and Technical Assistance Specialist.

COUNTY SUPPORT

CABELL:

1. 9th grade Earth and Space Science, RESA 2, June 30th, 2016.
2. Technical Assistance for WVEIS users.
3. Providing query support for users.
4. Assisting schools with report cards.
5. Assisting schools with scheduling for current year.
6. Assisting counties with State Reports when due.
7. Assisting WVEIS State Staff with daily operations on the AS/400.
8. Maintaining the RESA2 trouble log for phone lines.
9. Providing router support for schools and board offices.
10. Provide on-site WVEIS training in Region 2 schools.
11. Assisted counties with data research.
12. Setup/Support for Virtual Conference meetings.
13. Assisting with the WVEIS Web Base.
14. Keeping RESA2 Sub Systems running.
15. Creating Sequel View's as needed.
16. Supporting WOW User's.
17. Supporting RESA2 schools and county offices with State Data Reports.
18. Back up files and end of calendar year for Finance and Student Data at end of fiscal year.
19. Restore files as needed.
20. Providing microcomputer technical services to Computer Basic Skills Project.
21. Providing microcomputer technical services to the SUCCESS Project.
22. Providing warranty repair services for Lenovo Computers.
23. Providing Cisco Router installation, maintenance, and repair service.
24. Providing Cisco Router Firewall configuration.

LINCOLN:

1. Technical Assistance for WVEIS users.
2. Providing query support for users.
3. Assisting schools with report cards.
4. Assisting schools with scheduling for current year.
5. Assisting counties with State Reports when due.
6. Assisting WVEIS State Staff with daily operations on the AS/400.
7. Maintaining the RESA2 trouble log for phone lines.
8. Providing router support for schools and board offices.
9. Provide on-site WVEIS training in Region 2 schools.
10. Assisted counties with data research.

11. Setup/Support for Virtual Conference meetings.
12. Assisting with the WVEIS Web Base.
13. Keeping RESA2 Sub Systems running.
14. Creating Sequel View's as needed.
15. Supporting WOW User's.
16. Supporting RESA2 schools and county offices with State Data Reports.
17. Back up files and end of calendar year for Finance and Student Data at end of fiscal year.
18. Restore files as needed.
19. Providing microcomputer technical services to RESA 2 County Contracts.
20. Providing microcomputer technical services to Computer Basic Skills Project.
21. Providing microcomputer technical services to the SUCCESS Project.
22. Provided microcomputer technical services to West Virginia Microcomputer Education Networks in (WVMEN) vocational schools.
23. Providing warranty repair services for Lenovo Computers.
24. Providing Cisco Router installation, maintenance, and repair service.
25. Providing Cisco Router Firewall configuration.
26. Maintain Windows Server Update Services servers in each school and BOE.
27. Completed 15 Units.

LOGAN:

1. Planning for LDC/MDC roll-out at CRHS on June 1, 2016.
2. Facilitated Learning School discussion at Chapmanville Regional High School with administrators on June 3, 2016.
3. Conducted West Virginia College and Career Readiness Standards for Secondary ELA teachers of Logan County at Ralph R. Willis Career and Technical Center on June 8, 2016.
4. Facilitated Close Reading and Text-Dependent Questioning session at Man High School on June 9, 2016.
5. Participated in Lead in Me Training with Verdunville Elementary School on June 10, 2016.
6. Provided PBIS support to Chapmanville Middle School in completing end-of-year TFI June, 2016.
7. Technical Assistance for WVEIS users.
8. Providing query support for users.
9. Assisting schools with report cards.
10. Assisting schools with scheduling for current year.
11. Assisting counties with State Reports when due.
12. Assisting WVEIS State Staff with daily operations on the AS/400.
13. Maintaining the RESA2 trouble log for phone lines.
14. Providing router support for schools and board offices.
15. Provide on-site WVEIS training in Region 2 schools.
16. Assisted counties with data research.
17. Setup/Support for Virtual Conference meetings.
18. Assisting with the WVEIS Web Base.
19. Keeping RESA2 Sub Systems running.
20. Creating Sequel View's as needed.
21. Supporting WOW User's.

22. Supporting RESA2 schools and county offices with State Data Reports.
23. Back up files and end of calendar year for Finance and Student Data at end of fiscal year.
24. Restore files as needed.
25. Providing microcomputer technical services to Computer Basic Skills Project.
26. Providing microcomputer technical services to the SUCCESS Project.
27. Provided microcomputer technical services to West Virginia Microcomputer Education Networks in (WVMEN) vocational schools.
28. Providing warranty repair services for Lenovo Computers.
29. Providing Cisco Router installation, maintenance, and repair service.
30. Providing Cisco Router Firewall configuration.
31. Maintain Windows Server Update Services servers in each school and BOE.
32. Completed 16 Units.

MASON:

1. Conducted Data Dive professional learning at New Haven Elementary School on June 13, 2016.
2. Collaborated with Pt. Pleasant Intermediate School and Mr. Raynes about PBIS planning June, 2016.
3. Technical Assistance for WVEIS users.
4. Providing query support for users.
5. Assisting schools with report cards.
6. Assisting schools with scheduling for current year.
7. Assisting counties with State Reports when due.
8. Assisting WVEIS State Staff with daily operations on the AS/400.
9. Maintaining the RESA2 trouble log for phone lines.
10. Providing router support for schools and board offices.
11. Provide on-site WVEIS training in Region 2 schools.
12. Assisted counties with data research.
13. Setup/Support for Virtual Conference meetings.
14. Assisting with the WVEIS Web Base.
15. Keeping RESA2 Sub Systems running.
16. Creating Sequel View's as needed.
17. Supporting WOW User's.
18. Supporting RESA2 schools and county offices with State Data Reports.
19. Back up files and end of calendar year for Finance and Student Data at end of fiscal year.
20. Restore files as needed.
21. Providing microcomputer technical services to RESA 2 County Contracts.
22. Providing microcomputer technical services to Computer Basic Skills Project.
23. Providing microcomputer technical services to the SUCCESS Project.
24. Provided microcomputer technical services to West Virginia Microcomputer Education Networks in (WVMEN) vocational schools.
25. Providing warranty repair services for Lenovo Computers.
26. Providing Cisco Router installation, maintenance, and repair service.
27. Providing Cisco Router Firewall configuration.

MINGO:

1. Collaborated with Mingo IZ participants through email/site visit to community school in June, 2016.
2. YEP summer feeding monitoring visit to Williamson PK-8 on June 8, 2016.
3. YEP summer feeding monitoring visit to Gilbert Middle on June 8, 2016.
4. YEP summer feeding monitoring visit to Williamson PK-8 on June 13, 2016.
5. YEP summer feeding monitoring visit to Gilbert Middle on June 13, 2016.
6. YEP summer feeding monitoring visit to Williamson PK-8 on June 15, 2016.
7. YEP summer feeding monitoring visit to Gilbert Middle on June 15, 2016.
8. Technical Assistance for WVEIS users.
9. Providing query support for users.
10. Assisting schools with report cards.
11. Assisting schools with scheduling for current year.
12. Assisting counties with State Reports when due.
13. Assisting WVEIS State Staff with daily operations on the AS/400.
14. Maintaining the RESA2 trouble log for phone lines.
15. Providing router support for schools and board offices.
16. Provide on-site WVEIS training in Region 2 schools.
17. Assisted counties with data research.
18. Setup/Support for Virtual Conference meetings.
19. Assisting with the WVEIS Web Base.
20. Keeping RESA2 Sub Systems running.
21. Creating Sequel View's as needed.
22. Supporting WOW User's.
23. Supporting RESA2 schools and county offices with State Data Reports.
24. Back up files and end of calendar year for Finance and Student Data at end of fiscal year.
25. Restore files as needed.
26. Providing microcomputer technical services to RESA 2 County Contracts.
27. Providing microcomputer technical services to Computer Basic Skills Project.
28. Providing microcomputer technical services to the SUCCESS Project.
29. Provided microcomputer technical services to West Virginia Microcomputer Education Networks in (WVMEN) vocational schools.
30. Providing warranty repair services for Lenovo Computers.
31. Providing Cisco Router installation, maintenance, and repair service.
32. Providing Cisco Router Firewall configuration.
33. Maintain Windows Server Update Services servers in each school and BOE.
34. Completed 70 Units.

WAYNE:

1. Provided support to PBIS team at Spring Valley High School on June 1, 2016.
2. Provided PBIS support to Buffalo Elementary School and Lavalette Elementary School in completing PBIS end-of-year TFI June, 2016.
3. Technical Assistance for WVEIS users.
4. Providing query support for users.

5. Assisting schools with report cards.
6. Assisting schools with scheduling for current year.
7. Assisting counties with State Reports when due.
8. Assisting WVEIS State Staff with daily operations on the AS/400.
9. Maintaining the RESA2 trouble log for phone lines.
10. Providing router support for schools and board offices.
11. Provide on-site WVEIS training in Region 2 schools.
12. Assisted counties with data research.
13. Setup/Support for Virtual Conference meetings.
14. Assisting with the WVEIS Web Base.
15. Keeping RESA2 Sub Systems running.
16. Creating Sequel View's as needed.
17. Supporting WOW User's.
18. Supporting RESA2 schools and county offices with State Data Reports.
19. Back up files and end of calendar year for Finance and Student Data at end of fiscal year.
20. Restore files as needed.
21. Providing warranty repair services for Lenovo Computers.
22. Providing Contract Services for Computer Maintenance.
23. Providing Cisco Router installation, maintenance, and repair service.
24. Providing Cisco Router Firewall configuration.

SERVICES / MEETINGS:

1. TSS Spring Conference, Bridgeport Conference Center, June 1-2, 2016.
2. Facilitated Marshall Reading Cohort at RESA 2 on June 2, 2016.
3. Attended RESA Special Education Director's Meeting at RESA 3 on June 2, 2016.
4. Attended Office of Special Programs Meeting at WVDE on June 2, 2016.
5. Supported all six counties at Chief Instructional Leaders at Cabell Central Office on June 6, 2016.
6. Supported county literacy teams at Early Literacy Academy at Cabell Central Office on June 7, 2016.
7. Facilitated Regional Special Education Directors' meeting at RESA 2 on June 9, 2016.
8. State Math Field Day Planning Meeting at Braxton County BOE on June 11, 2016.
9. State Department Legasuite Training at RESA 3 on June 13-14, 2016.
10. Participated in Professional Learning Consortium at RESA 2 on June 16, 2016.
11. Supported Early Literacy RS3 Grantee teams at KidStrong Conference in Charleston on June 21-23, 2016.
12. Participated in Community School visit to H.E. White in Clay County, West Virginia with Marsha Jarrell, WVDE, and AFT on June 21, 2016.
13. Communicated and supported Regional Pre-K Directors and Coordinators in June, 2016.
14. Collaborated with WVDE and RESA Directors on RSSIP, grant writing, and state initiatives for RESA 2 June, 2016.
15. Attended Statewide AEPA Roundtables in Charleston on June 14, 2016.
16. Facilitated Professional Learning Consortium on June 15, 2016.
17. Submit Attendance waiver for 21st CCLC on June 15, 2016.
18. Complete and submit Project Director Survey for 21st CCLC on June 16, 2016.
19. Complete and submit Continuation Report for 21st CCLC on June 30, 2016.