

RESA 2
MONTHLY ACTIVITIES REPORT
 OCTOBER 2014

Activity	Cabell	Lincoln	Logan	Mason	Mingo	Wayne	Higher Ed	Outside Agencies
Email	412	475	368	499	795	264	63	716
Phone	425	421	594	518	609	529	51	324
Chat	431	248	513	12	128	276		52
School Visits/ Contacts	69	118	38	35	118	98		40
Remote Support	2	1	4	1	3			

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. T.A.H. Project.
17. Energy Education Project.
18. Goal Setting Preparation and Report.
19. Assessment for Learning Project with Logan County.
20. Identification of Grant and funding opportunities.
21. Evaluation of Technology Initiatives.
22. Chemistry and Science Grant Project Supervision.
23. 21st Century Best Practices Project.
24. Technical Assistance Projects in Logan, Mingo and Mason Counties.
25. PLC project with Mason, Logan and Lincoln Counties.
26. Assessment Project.
27. Grant supervision for all grant projects.
28. Oversight of Math, English, Physics, cohorts.
29. Teacher Studio Project.
30. Facilitation of Communication Plan.
31. Regional Bullying Project.
32. Principal Collaboration Project.
33. Technology Services.

34. RESA 2 Teaming Initiatives.
35. RESA "In House" staff Development.
36. Teacher Studio Initiative Supervision.
37. AESA representation on Membership Services Committee and State Liaison.
38. Coordination of bus driver training efforts in R2 counties.
39. Statewide Coordination of WV AEPA contracts and services.
40. Graduate courses.

COUNTY SUPPORT

CABELL:

Executive Director:

1. Catalyst School meeting on October 17, 2014.
2. Contact throughout the month with principals at Salt rock and Culloden elementary schools.
3. Collaboration on Regional Council presentation on evolving Catalyst school work throughout the month of October ongoing collaboration with central office staff on intersecting projects. Met with WVDE and superintendent on specialized shared services project involving WVEIS and new data systems throughout the month.
4. Tutoring Project support.
5. Collaboration with the Assistant superintendent for Operations on modular building pricing discounts and ground coverage options for playgrounds including the solicitation of support from Smart Buy Field Turf and ProGrass on a specialized playground project.
6. Meeting with Special Education director, principal at Huntington High School and secondary special support person at Graduation 20/20 meeting on October 29, 2014.
7. Shared services Sub-committee participation by Board member Karen Nance on October 16, 2014.
8. Collaborative planning on roofing project at RESA 2.

Curriculum & Instruction:

9. IPI Data Collection at Southside Elementary School on October 2, 2014
10. Conducted a professional development for Spring Hill Elementary at Heritage Farms on Informational Text and Writing on October 4, 2014.
11. NXT Gen Writing at Culloden Elementary on October 7, 2014
12. Conducted Data Notebook training for Martha Elementary on October 8, 2014.
13. Project TEIR Classroom Visit by Devona Myers at Central City Elementary on October 14, 2014.

Computer Repair:

14. Providing microcomputer technical services to Computer Basic Skills Project.
15. Providing microcomputer technical services to the SUCCESS Project
16. Providing warranty repair services for Lenovo Computers.
17. Providing Cisco Router installation, maintenance, and repair service.
18. Providing Cisco Router Firewall configuration.
19. Completed 1 Unit.

WVEIS:

20. Technical Assistance for WVEIS users.
21. Providing query support for users.
22. Assisting schools with report cards.
23. Assisting schools with scheduling for current year.
24. Assisting counties with State Reports when due.
25. Assisting WVEIS State Staff with daily operations on the AS/400.
26. Maintaining the RESA2 trouble log for phone lines.
27. Providing router support for schools and board offices.
28. Provide on-site WVEIS training in Region 2 schools.
29. Assisted counties with data research.
30. Setup/Support for Virtual Conference meetings.
31. Assisting with the WVEIS Web Base.
32. Keeping RESA2 Sub Systems running.
33. Creating Sequel View's as needed.
34. Supporting WOW User's
35. Supporting RESA2 schools and county offices with State Data Reports.
36. Back up files and end of calendar year for Finance and Student Data at end of fiscal year.
37. Restore files as needed.

Wellness:

38. Attended the Cabell County Tobacco Prevention Coalition's meeting at provided technical assistance regarding starting Raze tobacco prevention chapters in schools on October 27, 2014.

Audiology:

39. Technical Assistance provided to the teacher of the hearing impaired onsite at Village of Barboursville Elementary School regarding the new FM System features and the inability to repair obsolete technology on October 3, 2014.
40. Technical Assistance provided to a student and her family onsite at RESA 2 regarding the audiological evaluation procedure and the test results on October 6, 2014.
41. Technical Assistance provided to a parent and student onsite at RESA 2 regarding the audiological evaluation procedure and the implications of a hearing loss on October 6, 2014.
42. Technical Assistance provided to a student and her mother onsite at RESA 2 regarding the audiological evaluation procedure and the test results on October 8, 2014.
43. Technical Assistance provided to the Special Education Supervisor onsite at Cabell County Board of Education regarding the status of students throughout the county on October 8, 2014.
44. Technical Assistance provided to the teachers of the hearing/visually impaired onsite at RESA 2 regarding the audiological evaluation procedure, test results, and hearing aid functioning on October 17, 2014.
45. Technical Assistance provided to the Special Education Supervisor via telephone regarding the status of students throughout the county on October 17, 2014.
46. Technical Assistance provided to a student and teacher of the hearing impaired onsite at Milton Middle School regarding the placement of a new FM system on October 17, 2014.

47. Technical Assistance provided to the teacher of the hearing impaired, interpreter, and student onsite at Milton Middle School regarding the programming of the FM system and hearing aid settings on October 22, 2014.
48. Technical Assistance provided to a student onsite at Southside Elementary regarding the audiometric evaluation procedure and results on October 22, 2014.
49. Technical Assistance provided to a student and mother onsite at RESA 2 regarding the audiometric evaluation procedure and test results on October 22, 2014.
50. Technical Assistance provided to a student and mother onsite at RESA 2 regarding the audiometric evaluation procedure and implications of middle ear dysfunction upon hearing acuity on October 22, 2014.
51. Technical Assistance provided to a student and mother onsite at RESA 2 regarding the audiometric evaluation procedure and the need for multiple visits over time to obtain all results on October 24, 2014.
52. Technical Assistance provided to staff and family of a student onsite at Nichols Elementary School regarding auditory processing testing and the need of a classroom observation on October 29, 2014.
53. Technical Assistance provided to a student and her mother onsite at RESA 2 regarding the audiometric evaluation procedure, test results, and hearing aid features that will improve her ability to communicate in noise on October 29, 2014.
54. A total of ten Audiological Evaluations, three Hearing Aid Checks, one Listening Device Check, one Listening Device Placement, fifteen Consultations, and eleven Reports were completed.

Special Education:

55. Student Engagement and Classroom Management Workshop for Spring Hill Elementary School on October 4, 2014
56. Non-Violent Crisis Intervention Prevention Training on October 29, 2014.

LINCOLN:

Executive Director:

1. Support planning for Duval and Hamlin P-K 8 with Superintendent, Assistant, and principals for instructional and work on the Standards for High quality Schools on October 13, 15, 23, and 29, 2014.
2. Collaboration with West Hamlin elementary principal on October 28, 2014 regarding Nxt Gen standards professional learning.
3. Planning meeting with Duval principal for next steps in terms of instructional and professional learning support on October 15, 2014.
4. MSP grant participation on October 16, 2014.
5. Participation on shared Service Sub-committee by Jeff Smith on October 16, 2014.

Curriculum & Instruction:

6. MDC technical assistance at Lincoln County High School by Amy Messinger on October 7, 2014.
7. MDC technical Assistance at Lincoln County High School by Mary McClure on October 8, 2014.
8. LDC Technical Assistance at Lincoln County High School on October 14, 2014.
9. LDC Technical Assistance at Lincoln County High School on October 15, 2014.
10. Conducted a school diagnostic (K-3) at Duval PK8 on October 15, 2014.

11. Conducted Close Reading PD at Duval PK8 on October 21, 2014.
12. Completed a school diagnostic (K-3) at Duval PK8 on October 23, 2014.
13. Conducted Close Reading PD at Ranger Elementary on October 23, 2014.
14. Conducted Close Reading PD at Harts PK8 on October 29, 2014.
15. Conducted Performance Task PD at Duval PK8 on October, 29, 2014.
16. Classroom observations, coaching, instructional support at Duval PK-8 on October 29, 2014.
17. Catalyst School support at Hamlin PK-8 on October 30, 2014.

Computer Repair:

18. Providing microcomputer technical services to RESA 2 County Contracts.
19. Providing microcomputer technical services to Computer Basic Skills Project.
20. Providing microcomputer technical services to the SUCCESS Project.
21. Provided microcomputer technical services to West Virginia Microcomputer Education Networks in (WVMEN) vocational schools.

22. Providing warranty repair services for Lenovo Computers.
23. Providing Cisco Router installation, maintenance, and repair service.
24. Providing Cisco Router Firewall configuration.
25. Maintain Windows Server Update Services servers in each school and BOE.
26. Completed 274 Units.

WVEIS:

27. Technical Assistance for WVEIS users.
28. Providing query support for users.
29. Assisting schools with report cards.
30. Assisting schools with scheduling for current year.
31. Assisting counties with State Reports when due.
32. Assisting WVEIS State Staff with daily operations on the AS/400.
33. Maintaining the RESA2 trouble log for phone lines.
34. Providing router support for schools and board offices.
35. Provide on-site WVEIS training in Region 2 schools.
36. Assisted counties with data research.
37. Setup/Support for Virtual Conference meetings.
38. Assisting with the WVEIS Web Base.
39. Keeping RESA2 Sub Systems running.
40. Creating Sequel View's as needed.
41. Supporting WOW User's
42. Supporting RESA2 schools and county offices with State Data Reports.
43. Back up files and end of calendar year for Finance and Student Data at end of fiscal year.
44. Restore files as needed.

Wellness:

45. Attended Lincoln County youth coalition meeting on October 17, 2014.

Audiology:

46. Technical Assistance provided to a parent and student onsite at RESA 2 regarding the audiological evaluation procedure and the implications of a hearing loss on October 3, 2014.
47. Technical Assistance provided to teachers and speech language pathologists onsite at Midway Elementary regarding the hearing screening protocols and test results on October 7, 2014.
48. Technical Assistance provided to teachers and speech language pathologists onsite at Duval PK8 regarding the hearing screening protocols and test results on October 20, 2014.
49. Technical Assistance provided to the finance department onsite at Lincoln County Board of Education regarding the purchase order for a new FM system on October 21, 2014.
50. Technical Assistance provided to a secretary onsite at Lincoln County Board of Education regarding the schedule for completing the county hearing screenings on October 21, 2014.
51. Technical Assistance provided to a nurse via telephone regarding the need for medical management of middle ear dysfunction for a specific student on October 21, 2014.
52. Technical Assistance provided to a parent onsite at Lincoln County High School regarding hearing aid styles and features on October 21, 2014.
53. Technical Assistance provided to staff onsite at Hamlin PK8 regarding the hearing screening protocols and results on October 21, 2014.
54. Technical Assistance provided to the principal at Duval PK8 regarding the hearing screening protocols and results on October 21, 2014.
55. Technical Assistance provided to a student and his family onsite at RESA 2 regarding the audiometric evaluation procedures, test results, and the need for annual evaluations on October 22, 2014.
56. Technical Assistance provided to an employee via telephone regarding the application process for Kids First Program on October 24, 2014.
57. Technical Assistance provided to staff onsite at West Hamlin Elementary School regarding the hearing screening protocols and results on October 27, 2014.
58. Technical Assistance provided to a student onsite at Lincoln County High School regarding otoscopic evaluation based upon complaints of fullness and the need for possible medical management on October 27, 2014.
59. Technical Assistance provided to a student onsite at Lincoln County High School regarding the need for periodic maintenance for hearing aids on October 27, 2014.
60. Technical Assistance provided to a nurse via telephone regarding possible reasons for a lesion within the external auditory meatus on October 27, 2014.
61. Technical Assistance provided to a student onsite at Lincoln County High School regarding the proper care/hygiene of the external auditory meatus and possible symptoms that warrant medical management on October 28, 2014.
62. Technical Assistance provided to the principal onsite at Guyan Valley Middle School regarding the hearing screening protocols and results on October 28, 2014.
63. Technical Assistance provided to a student and secretary at Hamlin PK8 regarding the expected use and benefits of hearing aids on October 28, 2014.
64. Technical Assistance provided to a student at Hamlin PK8 regarding the functioning, features, and use of hearing aids on October 28, 2014.
65. Technical Assistance provided to the teacher of the hearing impaired via telephone regarding needs of a student on October 28, 2014.
66. Technical Assistance provided to the teacher of the hearing impaired via telephone regarding the procedure for obtaining hearing aids on October 29, 2014.

67. Technical Assistance provided to staff at Midway the School regarding the hearing screening protocols and results on October 31, 2014.
68. Technical Assistance provided to a student and speech language pathologist onsite at Midway Elementary School regarding the need of periodic hearing aid maintenance on October 31, 2014.
69. Technical Assistance provided to a student at Hamlin PK8 regarding the sources of ear discomfort of hearing aid use on October 31, 2014.
70. Technical Assistance provided to a secretary onsite at Hamlin PK8 and speech language pathologist via telephone regarding the current functioning of a student's hearing aid and need for periodic maintenance on October 31, 2014.
71. A total of two Audiological Evaluations, six Hearing Aid Checks, 145, one Assistive Listening Device Check, three Ear Mold Impressions, twenty-four Consultations, and two Reports were completed.

Special Education:

72. Observed Duval 4-8 Special Education teachers for a modified diagnostic on October 30, 2014.

Technical Assistance:

73. Conducted classroom observations K-8 with Tammy Stowers. Debriefed with the Mrs. Clayton to set an action plan for future trainings and in-services. Discussed effective writing strategies for 3-8 and literacy strategies for k-2 at Duval PreK-8 on October 29, 2014.
74. October 30, 2014 Meeting with Becky Ferguson at West Hamlin PreK-8 to discussed Catalyst School, goals, and logic model on October 30, 2014.

School Improvement:

75. Participated in modified diagnostic visit to Duval PK8 on October 15, 2014; discussed teaming activities for leadership team and the PLCs with the principal and made plans for future technical assistance work in this area; worked on drafting report for the diagnostic visit.

LOGAN:

Executive Director:

1. MSP Grant Committee by Lynn Baker - participation on October 16, 2014.
2. Participation by Regional Council member Jason Browning on shared Services Sub-committee on October 16, 2014.
3. Participation by Special Education Director Leah Perry on the Graduation 20/20 Committee meeting on October 28, 2014. Continued collaboration on school selection.

Curriculum & Instruction:

4. MDC technical assistance at Chapmanville Regional High School and Man High School by Mary McClure on October 6, 2014.
5. MDC technical assistance at Chapmanville Regional High School and Man High School by Mary McClure on October 7, 2014.

6. MDC technical assistance at Lincoln County High School by Mary McClure on October 8, 2014.
7. LDC Technical Assistance at Man High School on October 13, 2014.
8. Observed the LDC teachers at Chapmanville Regional High School implement their modules then discussed further strategies and questions on October 13, 2014.
9. Observed the LDC teachers at Logan High School implement their modules then discussed further strategies and questions on October 14, 2014.
10. Attended the FAST Team meeting at the board's office on October 20, 2014.
11. Met with principal of Holden Elementary to set dates for future professional development on October 20, 2014.
12. Conducted CITW professional development sessions during PLCs at Chapmanville Middle School on October 30, 2014.
13. Met with principal of Chapmanville Middle school and discussed data notebook and setting objectives expectations.

Computer Repair:

14. Providing microcomputer technical services to Computer Basic Skills Project.
15. Providing microcomputer technical services to the SUCCESS Project.
16. Provided microcomputer technical services to West Virginia Microcomputer Education Networks in (WVMEN) vocational schools.
17. Providing warranty repair services for Lenovo Computers.
18. Providing Cisco Router installation, maintenance, and repair service.
19. Providing Cisco Router Firewall configuration.
20. Maintain Windows Server Update Services servers in each school and BOE.
21. Completed 88 Units.

WVEIS:

22. Technical Assistance for WVEIS users.
23. Providing query support for users.
24. Assisting schools with report cards.
25. Assisting schools with scheduling for current year.
26. Assisting counties with State Reports when due.
27. Assisting WVEIS State Staff with daily operations on the AS/400.
28. Maintaining the RESA2 trouble log for phone lines.
29. Providing router support for schools and board offices.
30. Provide on-site WVEIS training in Region 2 schools.
31. Assisted counties with data research.
32. Setup/Support for Virtual Conference meetings.
33. Assisting with the WVEIS Web Base.
34. Keeping RESA2 Sub Systems running.
35. Creating Sequel View's as needed.
36. Supporting WOW User's
37. Supporting RESA2 schools and county offices with State Data Reports.
38. Back up files and end of calendar year for Finance and Student Data at end of fiscal year.
39. Restore files as needed.

Wellness:

40. Assisted Logan County administration with AEPA purchasing information regarding athletic field turf on October 12, 2014.
41. Collaborated with WVU Extension Service to provide technical assistance to Man High School regarding student smoking cessation on October 21, 2014.

Technical Assistance:

42. Discussed possible (advanced) Smartboard training for teachers with Jason Browning for Chapmanville MS.

MASON:

Executive Director:

1. Participation on the MSP grant committee on October 16, 2014.
2. Participation on the Graduation 20/20 meeting on October 28, 2014.

Curriculum & Instruction:

3. MDC technical assistance at Hannan Jr/Sr High School by Amy Messinger on October 16, 2014
4. MDC technical assistance at Pt. Pleasant Jr/Sr High School by Amy Messinger on October 27 and 28, 2014.

Computer Repair:

5. Providing microcomputer technical services to RESA 2 County Contracts.
6. Providing microcomputer technical services to Computer Basic Skills Project.
7. Providing microcomputer technical services to the SUCCESS Project.
8. Provided microcomputer technical services to West Virginia Microcomputer Education Networks in (WVMEN) vocational schools.
9. Providing warranty repair services for Lenovo Computers.
10. Providing Cisco Router installation, maintenance, and repair service.
11. Providing Cisco Router Firewall configuration.
12. Completed 15 Units.

WVEIS:

13. Technical Assistance for WVEIS users.
14. Providing query support for users.
15. Assisting schools with report cards.
16. Assisting schools with scheduling for current year.
17. Assisting counties with State Reports when due.
18. Assisting WVEIS State Staff with daily operations on the AS/400.

19. Maintaining the RESA2 trouble log for phone lines.
20. Providing router support for schools and board offices.
21. Provide on-site WVEIS training in Region 2 schools.
22. Assisted counties with data research.
23. Setup/Support for Virtual Conference meetings.
24. Assisting with the WVEIS Web Base.
25. Keeping RESA2 Sub Systems running.
26. Creating Sequel View's as needed.
27. Supporting WOW User's
28. Supporting RESA2 schools and county offices with State Data Reports.
29. Back up files and end of calendar year for Finance and Student Data at end of fiscal year.
30. Restore files as needed.

Wellness:

31. Provided technical assistance to the school health nurses regarding substitute nurse procedures on September 10, 2014.
32. Contacted new county wellness chairperson to offer technical assistance on October 10, 2014.

Audiology:

33. Technical Assistance provided to staff and speech language pathologist onsite at Early Education Station regarding the hearing screening protocols and results on October 1, 2014.
34. Assistance provided to staff and speech language pathologist onsite at Point Pleasant Primary School regarding the hearing screening protocols and results on October 1, 2014.
35. Technical Assistance provided to staff and principal onsite at Leon Elementary School regarding the hearing screening protocols and results on October 10, 2014.
36. Technical Assistance provided to staff onsite at Early Education Station regarding the hearing screening protocols and results on October 13, 2014.
37. Technical Assistance provided to staff onsite at Early Education Station regarding the hearing screening protocols and results on October 13, 2014.
38. Technical Assistance provided to staff at Early Education Station via telephone regarding specific student screening results on October 29, 2014.
39. A total of three Hearing Aid Checks, 255 Hearing Screenings, and seven Consultations were completed.

School Improvement:

40. Conducted ½ day SMART Goals professional learning session at Leon Elementary on October 17, 2014.

Special Education:

41. Observed Co-Teachers at Beale Elementary and Point Pleasant Intermediate School on September October 1, 2014 and October 21, 2014.

MINGO:

Executive Director:

1. Participation on the MSP grant planning team by Jessica Houck on October 16, 2014.
2. Participation on the Graduation 20/20 planning team on October 28, 2014.
3. Support for athletic flooring bids for Tug Valley High School on October 28, 2014.

Curriculum & Instruction:

4. Conducted IPI at Lenore PK8 on October 6, 2014.
5. MDC technical assistance at Tug Valley High School by Amy Messinger on October 8, 2014.

Computer Repair:

6. Providing microcomputer technical services to RESA 2 County Contracts.
7. Providing microcomputer technical services to Computer Basic Skills Project.
8. Providing microcomputer technical services to the SUCCESS Project.
9. Provided microcomputer technical services to West Virginia Microcomputer Education Networks in (WVMEN) vocational schools.
10. Providing warranty repair services for Lenovo Computers.
11. Providing Cisco Router installation, maintenance, and repair service.
12. Providing Cisco Router Firewall configuration.
13. Maintain Windows Server Update Services servers in each school and BOE.
14. Completed 240 Units.

WVEIS:

15. Technical Assistance for WVEIS users.
16. Providing query support for users.
17. Assisting schools with report cards.
18. Assisting schools with scheduling for current year.
19. Assisting counties with State Reports when due.
20. Assisting WVEIS State Staff with daily operations on the AS/400.
21. Maintaining the RESA2 trouble log for phone lines.
22. Providing router support for schools and board offices.
23. Provide on-site WVEIS training in Region 2 schools.
24. Assisted counties with data research.
25. Setup/Support for Virtual Conference meetings.
26. Assisting with the WVEIS Web Base.
27. Keeping RESA2 Sub Systems running.
28. Creating Sequel View's as needed.
29. Supporting WOW User's
30. Supporting RESA2 schools and county offices with State Data Reports.
31. Back up files and end of calendar year for Finance and Student Data at end of fiscal year.
32. Restore files as needed.

Wellness:

33. Attended Mingo County STOP coalition meeting on October 8, 2014.
34. Submitted documentation regarding work with Gilbert and Williamson after school sites to the CIPAS files on October 9, 2014.
35. Collaborated with regional Adolescent Health Specialist to provide technical assistance to Burch Middle School regarding bullying issues in the eighth grade on October 21, 2014.

Audiology:

36. Technical Assistance provided to parents and student onsite at Mingo County Extended Learning Center regarding the audiological evaluation procedure and explanation of the test results on October 2, 2014.
37. Technical Assistance provided to parents and student onsite at Mingo County Extended Learning Center regarding the implications of middle ear dysfunction and cerumen impaction upon one's ability to hear on October 2, 2014.
38. Technical Assistance provided to a parent and student onsite at Mingo County Extended Learning Center regarding the audiological evaluation procedure and explanation of the test results on October 9, 2014.
39. Technical Assistance provided to a parent and student at Mingo County Extended Learning Center regarding the audiological evaluation procedure, explanation of the test results, and implications of middle ear dysfunction on October 16, 2014.
40. Technical Assistance provided to a parent and student at Mingo County Extended Learning Center regarding the audiological evaluation procedure and explanation of the test results on October 16, 2014.
41. Technical Assistance provided to a grandparent and student at Mingo County Extended Learning Center regarding the audiological evaluation procedure, explanation of the test results, and implications of a hearing loss within an educational setting on October 16, 2014.
42. Technical Assistance provided to teachers and speech language pathologist onsite at Burch PK4 regarding the test results of students that have been referred for further audiometric testing on October 16, 2014.
43. Technical Assistance provided to a speech language pathologist onsite at Gilbert Elementary School regarding guidelines of identifying a student as hearing impaired on October 23, 2014.
44. Technical Assistance provided to teachers of a student with a hearing impairment onsite at Gilbert Elementary School regarding the current performance and use of personal hearing instruments on October 23, 2014.
45. Technical Assistance provided to a speech pathologist and student onsite at Gilbert Middle School regarding the current performance of the student and recommendation of an FM system as warranted on October 23 2014.
46. Technical Assistance provided to a parent via telephone regarding specific student screening results and the need for medical management and follow up testing on October 30, 2014.
47. A total of six Audiological Evaluations, one Hearing Aid Check, one Assistive Listening Device Check, eleven Consultations, and six Reports were completed.

School Improvement:

48. Worked throughout the month of October 2014 to close out budget expenditures for Year 1 of the 21st CCLC YEP grant; ordered supplies and curriculum materials for the grant.
49. Worked with 21st CCLC YEP site coordinators via email and telephone contact throughout the month of October to conduct the business of the grant.

50. Coordinated with Kay Maynard, Food Service Director, Mingo County, for supper monitoring of the YEP sites.
51. Worked with Leslie Tyree on personnel issues related to the 21st CCLC YEP; conducted visits to Gilbert MS on October 6 and October 8, 2014.
52. Conducted Lync meeting with Robin Ellis on October 24, 2014.

Special Education:

53. Presented a professional learning session for the Williamson CCLC program teachers on October 30, 2014

WAYNE:

Executive Director:

1. Collaboration around MSP grant on October 16, 2014.
2. Collaboration on Graduation 20/20 project on October 28,
3. Participation in Special Board Meeting with principals and, central office staff and board members on October 23, 2014.

Curriculum & Instruction:

4. Conducted IPI at Buffalo Elementary on October 1, 2014.
5. Conducted IPI data analysis in PLCs at Buffalo Middle School on October 7, 2014.
6. Conducted IPI at Lavalette Elementary on October 9, 2014.
7. Conducted IPI Overview Professional Development and data analysis at Lavalette Elementary on October 9, 2014.
8. Conducted IPI at Genoa Elementary on October 16, 2014.
9. Conducted IPI Overview Professional Development and data analysis at Genoa Elementary on October 16, 2014.
10. Conducted IPI Data Collection at Wayne Elementary on October 21, 2014.

Computer Repair:

11. Providing warranty repair services for Lenovo Computers.
12. Providing Contract Services for Computer Maintenance
13. Providing Cisco Router installation, maintenance, and repair service.
14. Providing Cisco Router Firewall configuration.
15. Completed 13 Units.

WVEIS:

16. Technical Assistance for WVEIS users.
17. Providing query support for users.
18. Assisting schools with report cards.

19. Assisting schools with scheduling for current year.
20. Assisting counties with State Reports when due.
21. Assisting WVEIS State Staff with daily operations on the AS/400.
22. Maintaining the RESA2 trouble log for phone lines.
23. Providing router support for schools and board offices.
24. Provide on-site WVEIS training in Region 2 schools.
25. Assisted counties with data research.
26. Setup/Support for Virtual Conference meetings.
27. Assisting with the WVEIS Web Base.
28. Keeping RESA2 Sub Systems running.
29. Creating Sequel View's as needed.
30. Supporting WOW User's
31. Supporting RESA2 schools and county offices with State Data Reports.
32. Back up files and end of calendar year for Finance and Student Data at end of fiscal year.
33. Restore files as needed.

Wellness:

34. Attended Wayne Underage Drinking Prevention Coalition meeting on October 7, 2014. Worked with members to set up media alert system to review media coverage.
35. Attended Wayne County Wellness Council meeting on October 15, 2014.
36. Provided technical assistance to Tolsia High School regarding Safe and Supportive School Behavior Coach on October 21, 2014.

Audiology:

37. Technical Assistance provided to a student and teacher of the hearing impaired onsite at Spring Valley High School and RESA 2 regarding the current functioning and daily maintenance of hearing aids on October 3, 2014.
38. Technical Assistance provided to a student onsite at Crum Elementary and teacher of the hearing impaired onsite at Lavalette Elementary regarding the placement of a new ear mold and expected performance and fit on October 8, 2014.
39. Technical Assistance provided to a classroom teacher and teacher of the hearing impaired onsite at Ceredo Playmates regarding the current functioning of the hearing aids worn by a student and the need for a full audiological evaluation on October 8, 2014.
40. Technical Assistance provided to a parent and teacher of the hearing impaired onsite at RESA 2 regarding the audiological evaluation procedure, test results, and hearing aid functioning on October 14, 2014.
41. Technical Assistance provided to a teacher and coordinator onsite at Ceredo Playmates regarding the previous hearing evaluation and current test results for a student on October 29, 2014.
42. Technical Assistance provided to a student onsite at Spring Valley High School regarding the hearing aid features to reduce background noise in all environments on October 29, 2014.
43. Technical Assistance provided to a speech language pathologist via telephone regarding the scheduling of hearing screenings on October 29, 2014.
44. Technical Assistance provided to a teacher of the hearing impaired via email regarding reports of a student that will obtain new hearing aids and FM system use on October 30, 2014.
45. A total of one Audiological Evaluation, four Hearing Aid Checks, one Assistive Listening Device Check, eight Consultations, and one Report was completed.

School Improvement:

46. Completed IPI coding at Buffalo Elementary on October 1, 2014.
47. Completed IPI coding at Lavalette Elementary on October 9, 2014.

SERVICES / MEETINGS:

Executive Director:

1. Continued support for field and athletic flooring work throughout the state in the month of October.
2. Continued support for regional cooperative purchasing efforts in WV.
3. Participation in Technical Assistance interviews on October 13, 2014.
4. Collaboration with the technology and WVESs staff at WVDE on specialized shared services project throughout the month.
5. RESA 2 presentation to the RESA 6 regional council on the scope and work of the attorney shared services project on October 16, 2014.
6. Meeting with Wise Imitative liaison on pregnancy work in southern WV on October 17, 2014.
7. Participation in AEPA bidding committees on custodial and instructional supplies throughout the month. Reference checks on new vendors and ranking discussion on vendors submitting for extensions.
8. AEPA marketing team meeting on October 21, 2014.
9. Computer repair meeting on October 23, 2014.
10. FAST team meeting on October 24, 2014.
11. Graduation 20/20 meeting with pat Homberg on October 23, 2014.
12. Staff meeting on October 24, 2014.
13. AEPA compilations and reporting for Quarter 3.
14. Grant application and presentation to the Southern Foundation on October 28, 2014.
15. Catalyst School meeting on October 30, 2014 at the Lincoln Board Office.
16. Budget meeting on October 31, 2014.
17. Technical Assistance meeting on October 31, 2014.
18. MSP grant meeting and assignment of writing on October 31, 2014.

Curriculum & Instruction:

19. Attended Keys to Literacy Webinar on October 2, 2014.
20. Educational Impact Training for RESA 2 staff on October 3, 2014.
21. Individual Face to Face Substitute Teacher training, Special Request for Lincoln County on October 3, 2014.
22. YEP meeting on October 3, 2014.
23. Online Panel for Achievement Level Setting for Smarter Balanced Assessment on October 6 & 7, 2014.
24. Leadership Studies Cohort Organizational Meeting on October 6, 2014.
25. MDC technical assistance at Chapmanville Regional High School and Man High School by Mary McClure on October 6, 2014.
26. MDC technical assistance at Chapmanville Regional High School and Man High School by Mary McClure on October 7, 2014.

27. MDC technical assistance at Lincoln County High School by Amy Messinger on October 7, 2014.
28. MDC technical assistance at Lincoln County High School by Mary McClure on October 8, 2014.
29. NXT Gen Writing Strategies at Culloden Elementary on October 7, 2014.
30. MDC technical assistance at Tug Valley High School by Amy Messinger on October 8, 2014.
31. NXT Gen Writing Strategies at Culloden Elementary on October 7, 2014.
32. LDC at Man High on October 13, 2014.
33. LDC at Lincoln County High School on October 14 & 15, 2014.
34. Attended Smarter Balanced Writing Assessment Online Training on October 15, 2014.
35. Diagnostic observations at Duval PK-8 on October 15, 2014.
36. MDC technical assistance at Hannan Jr/Sr High School by Amy Messinger on October 16, 2014
37. Substitute Teacher Face-to-Face training on October 16, 2014.
38. Roster Verification Training at University of Charleston on October 17, 2014.
39. Attended LDC Professional Learning at Emmanuel Baptist Church in Charleston on October 17, 2014.
40. Project TEIR training by Devona Myers on October 18, 2014.
41. Advantage Valley Consortium at Mountwest on October 21, 2014.
42. Eric Jensen, "Leading with Poverty in Mind" on October 22, 2014.
43. Standards Based IEP at Emmanuel Baptist Church on October 23, 2014.
44. Staff Meeting on October 24, 2014.
45. FAST Team meeting on October 24, 2014.
46. MDC technical assistance at Pt. Pleasant Jr/Sr High School by Amy Messinger on October 27-28, 2014.
47. Professional Learning Consortium meeting on October 27, 2014.
48. NXT Gen Task Force for Admin Guidance on October 27, 2014.
49. Attended Coaching for School Improvement Conference in Charleston on October 27-28, 2014.
50. PD Directors' Meeting at RESA 1 on October 28, 2014.
51. Grant Presentation for Community School Nurse at SWVCTC on October 28, 2014.
52. MSP grant meeting on October 31, 2014.

Computer Repair:

53. Network Strategies and Design Conference at Bridgeport Conference Center October 14, 15 2014.

Special Education:

54. Attended monthly Office of Special Programs and RESA Special Education Directors' Meeting on October 2, 2014.
55. Participate in SW-PBIS Refresher Training with Buffalo Elementary, Chapmanville Middle, Man High, Lincoln County High, and Point Pleasant Intermediate on October 8-10, 2014.
56. Attended the WV AIM coaches and cohort meeting at Holiday Inn and Suites in South Charleston on October 15, 2014.
57. Attended the WV-CEC conference on UDL and AIM at Holiday Inn and Suites in South Charleston on October 16-17, 2014.
58. Facilitated the culminating activity for the 2013-2014 Leadership Institute with Dr. Eric Jensen "Leading with Poverty in Mind" on October 22, 2014.
59. Attended the Standards Based IEP training on October 23, 2014.
60. Participated in the Graduation 20/20 planning meeting with Patricia Homberg and Dr. Dee Cockrille on October 24, 2014.
61. Facilitated the Graduation 20/20 planning meeting with county representatives on October 28, 2014.

62. Presented the Classroom Management training session to substitute school nurses for RESA 2 on October 31, 2014.

WVEIS:

63. WVDE Conference Call on October 2, 2014.
64. WVDE Conference Call on October 16, 2014.
65. Roster Verification Training at UC on October 17, 2014.
66. Early Warning System SVCTC on October 29, 2014.
67. WVDE Conference Call on October 30, 2014.

Wellness:

68. Governor's Substance Abuse Task Force meeting, October 9, 2014.
69. Regional Bureau for Behavior Health and Health Facilities meeting, October 20, 2014, South Charleston, WV.

School Improvement:

70. Planned and conducted a Math/Science Partnership planning meeting held at RESA 2 on October 16, 2014 and attended by five of the six counties; provided follow-up notes to the attendees as follow-up to this session.
71. Served on interview team on October 21, 2014 for new RESA 2 TAS position.
72. Attended a legislative reception for Lights on Afterschool (21st CCLC) at Capitol Senate Rotunda on October 21, 2014.
73. Held RESA 2 YEP Team meetings on October 3 and October 24, 2014.
74. Attended the Leading with Poverty in Mind full day session conducted by Eric Jensen on October 22, 2014.
75. Worked with Terzetto Creative Web portal designers for submission of a proposal for the company to design the shell for the Continuous School Improvement RESA 2 Web portal; set up and participated in a conference call with this company, Dee Cockrille, and Charlie Pitt on October 23, 2014; based upon this call and the proposal, this company will do the work.
76. Participated in RESA 2 FAST Team meeting on October 24, 2014.
77. Conducted conference call with Dr. Jim Sottile on October 28, 2014 to discuss 21st CCLC evaluation for Year 2 of the grant; also discussed Dr. Sottile being the external evaluator for the Math/Science Partnership proposal being planned as a response to WVDE's Request For Proposal.
78. Worked with Justin Boggs, WVDE School Improvement Specialist, and Bright Bytes company to arrange for three, two-hour sessions held at Spring Valley CTC on October 29, 2014; the sessions introduced the new Early Warning Module and allowed participants to go online to view and maneuver the module.
79. Participated in RESA 2 MSP grant planning meeting on October 31, 2014.
80. Participated in RESA 2 Innovation Zone grant planning meeting on October 31, 2014
81. Attended RESA 2 staff meeting on October 24, 2014.

82. Began preliminary planning for a November 2014 OEPA technical assistance session with key central office staff from the six counties in RESA 2; developed invitation memo setting the session for November 17, 2014 and sent to assistant superintendents in each county who responded with names of those who will attend; met with Dee Cockrille on October 31, 2014 to begin planning the agenda.

Technical Assistance:

83. Attended Support for Standard's Based Individualized Education Programs at Emmanuel Baptist Church on Thursday, October 23, 2014
84. Attended Coaching for School Improvement Conference in Charleston on October 27-28, 2014.

Audiology:

NP = noise protection
AC = acoustic immittance
SCG = hearing screening guidelines
SCP = hearing screening procedures
OM = otitis media
AE/D = audiological evaluation/diagnosis
CA = classroom acoustics
RP= referral procedures
CAPD= central auditory processing disorder
CI= cochlear implants
ALD= assistive listening devices