

RESA 2  
MONTHLY ACTIVITIES REPORT  
 SEPTEMBER 2015

Activity	Cabell	Lincoln	Logan	Mason	Mingo	Wayne	Higher Ed	Outside Agencies
Email	944	613	762	789	806	973	45	920
Phone	652	653	726	699	571	686	3	425
Chat	364	431	701	206	209	344		23
School Visits/ Contacts	56	71	66	45	92	100	5	89

**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. Presented Close Reading training for grades K-2 Salt Rock Elementary on September 30, 2015.
2. Providing microcomputer technical services to Computer Basic Skills Project.
3. Providing microcomputer technical services to the SUCCESS Project
4. Providing warranty repair services for Lenovo Computers.
5. Providing Cisco Router installation, maintenance, and repair service.
6. Providing Cisco Router Firewall configuration.
7. Participated in Student Advisory Council Meeting at Huntington HS on September 18, 2015.
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. Collaborated with administration and staff of Salt Rock Elementary to review catalyst school status and to try to garner media attention to cover the school's success on September 15-17, 2015.
27. Collaborated with Barboursville Middle staff to develop pilot project using Fitbit wearable technology on September 8, 2015.
28. Technical Assistance provided to the supervisor of the teachers of the deaf and hearing impaired onsite at the Cabell County Board of Education regarding the shipments and placements of FM systems on September 16, 2015.
29. Technical Assistance provided to the teacher onsite at Southside Elementary regarding the repair and placement of a FM system on September 16, 2015.
30. Technical Assistance provided to the teacher of the hearing impaired onsite at Altizer Elementary regarding the ordering of a FM system on September 16, 2015.

31. Technical Assistance provided to the teacher of the hearing impaired onsite at Salt Rock Elementary regarding the ordering of an FM system on September 16, 2015.
32. Technical Assistance provided to the grandmother and student onsite at RESA 2 regarding the audiological test procedure and test results on September 27, 2015.
33. Technical Assistance provided to the parents and student onsite at RESA 2 regarding the audiological test procedure and test results on September 22, 2015.
34. Technical Assistance provided to the teacher of the hearing impaired, general education teacher, speech-language pathologist, and mother regarding the proper use, expected benefits, and daily listening check of the system on September 22, 2015.
35. Technical Assistance provided to the teacher of the hearing impaired onsite at Hite Saunders Elementary regarding the trouble shooting of the sound field system on September 24, 2015.
36. Technical Assistance provided to the teacher of the hearing impaired onsite at Highlawn Elementary regarding the current status and services received by previous county for a student that is hearing impaired on September 29, 2015.
37. A total of two audiological evaluation, two hearing aid checks, two FM system placements, nine consultations, and two report were completed.

### **LINCOLN:**

1. Visit with Don Davis at Midway Elementary on September 2, 2015.
2. Visit with Dana Snyder at Lincoln County High School on September 2, 2015.
3. Providing microcomputer technical services to RESA 2 County Contracts.
4. Providing microcomputer technical services to Computer Basic Skills Project.
5. Providing microcomputer technical services to the SUCCESS Project.
6. Provided microcomputer technical services to West Virginia Microcomputer Education Networks in (WVMEN) vocational schools.
7. Providing warranty repair services for Lenovo Computers.
8. Providing Cisco Router installation, maintenance, and repair service.
9. Providing Cisco Router Firewall configuration.
10. Maintain Windows Server Update Services servers in each school and BOE.
11. Completed 16 Units.
12. Technical Assistance for WVEIS users.
13. Providing query support for users.
14. Assisting schools with report cards.
15. Assisting schools with scheduling for current year.
16. Assisting counties with State Reports when due.
17. Assisting WVEIS State Staff with daily operations on the AS/400.
18. Maintaining the RESA2 trouble log for phone lines.
19. Providing router support for schools and board offices.
20. Provide on-site WVEIS training in Region 2 schools.
21. Assisted counties with data research.
22. Setup/Support for Virtual Conference meetings.
23. Assisting with the WVEIS Web Base.
24. Keeping RESA2 Sub Systems running.
25. Creating Sequel View's as needed.

26. Supporting WOW User's
27. Supporting RESA2 schools and county offices with State Data Reports.
28. Back up files and end of calendar year for Finance and Student Data at end of fiscal year.
29. Restore files as needed.
30. Provided 30 stability balls to Duval PK-8 School for physical education use on September 3, 2015.
31. Provided advice and input into the county wellness plan on September 7, 2015.
32. Technical Assistance provided to the nurse, teachers, and principal onsite at Midway Elementary regarding the hearing screening protocol and the results on September 3 and 4, 2015.
33. Technical Assistance provided to the teacher of the hearing impaired and student onsite at Lincoln County High School regarding the need for a hearing aid repair on September 4, 2015.
34. Technical Assistance provided to the director of special education onsite at Lincoln County BOE regarding the need of supplies and creation of the purchase order on September 4, 2015.
35. Technical Assistance provided to the teacher of the hearing impaired onsite at Lincoln County High School regarding the status of hearing impaired students and the need for the hearing aid repair on September 8, 2015.
36. Technical Assistance provided to the general education teacher, the mother, and student onsite at West Hamlin Elementary regarding the ear mold impression procedure on September 8, 2015.
37. Technical Assistance provided to the nurse and teachers onsite at Lincoln County BOE (Hamlin PK) regarding the hearing screening protocol and the results on September 8, 2015.
38. Technical Assistance provided to the general education teacher and student onsite at Hamlin PK8 regarding the daily listening check of the FM system on September 8, 2015.
39. Technical Assistance provided to the speech language pathologist and assistant principal onsite at Hamlin PK8 regarding the need for a 504 plan on September 8, 2015.
40. Technical Assistance provided to the nurse, teachers, and principal onsite at Harts PK8 regarding the hearing screening protocol and the results on September 9 and 10, 2015.
41. Technical Assistance provided to the nurse, teachers, and principal onsite at Lincoln County High regarding the hearing screening protocol and the results on September 11, 2015.
42. Technical Assistance provided to the nurse, teachers, and principal onsite at Duval PK8 regarding the hearing screening protocol and the results on September 14, 2015.
43. Technical Assistance provided to the interpreter and speech language pathologist onsite at West Hamlin PK8 regarding the placement of an earmold on September 16, 2015.
44. Technical Assistance provided to the teacher of the hearing impaired onsite at Lincoln County HS regarding the status of hearing impaired students and supply order on September 16, 2015.
45. Technical Assistance provided to the speech language pathologist, student, and parent onsite at Duval PK8 regarding the procedure of cerumen removal and the outcome on September 16, 2015.
46. Technical Assistance provided to the special education teacher and principal onsite at Midway Elementary and the student's grandmother via telephone regarding need of the student to utilize his hearing aids daily on September 16, 2015.
47. Technical Assistance provided to the speech language pathologists and interpreters onsite at West Hamlin Elementary regarding the delivery and use of supplies on September 24, 2015.
48. Technical Assistance provided to the speech language pathologist, interpreter, and principal onsite at West Hamlin Elementary regarding the need of a hearing aid repair and the need for a full time interpreter as a result on September 24, 2015.
49. Technical Assistance provided to the director of special education via telephone regarding the need of a hearing aid repair and the need for a full time interpreter as a result on September 24, 2015.
50. Technical Assistance provided to the family and interpreter onsite at Midway Elementary regarding the repair of a hearing aid on September 25, 2015.

51. A total of 292 Hearing Screenings, 3 Hearing Aid Checks, 2 Assistive Listening Devices Checks, 1 Ear mold Impression, and 19 Consultations were completed.
52. Visit with Christia Napier at Ranger Elementary on September 1, 2015
53. Visit with John Roy at West Hamlin Elementary on September 1, 2015
54. Visit with Don Davis at Midway Elementary on September 2, 2015
55. Visit with Dana Snyder at Lincoln County High School on September 2, 2015

## **LOGAN:**

1. Site visit with West Chapmanville Elementary/Doug Barrett and Leadership Team on September 21, 2015.
2. Providing microcomputer technical services to Computer Basic Skills Project.
3. Providing microcomputer technical services to the SUCCESS Project.
4. Provided microcomputer technical services to West Virginia Microcomputer Education Networks in (WVMEN) vocational schools.
5. Providing warranty repair services for Lenovo Computers.
6. Providing Cisco Router installation, maintenance, and repair service.
7. Providing Cisco Router Firewall configuration.
8. Maintain Windows Server Update Services servers in each school and BOE.
9. Completed 76 Units.
10. Conducted site visits to offer professional learning opportunities at Logan Middle, Holden Elementary, Verdunville Elementary, CMS, and West Chapmanville Elementary School on September 1, 2015.
11. Provided support to math teachers at CMS for Data Notebooks in classrooms and planning periods on September 21, 2015.
12. Participated in CMS Leadership/PBIS Team meeting to offer support on September 23, 2015.
13. Facilitated Data Notebook Follow-up at Logan Middle School on September 28, 2015.
14. Participated in Leadership Team Meeting at Logan High School on September 30, 2015.
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.
33. Provided 30 stability balls to Logan MS for physical education use on September 2, 2015.
34. Provided 30 stability balls to Omar Elementary for physical education use on September 2, 2015.
35. Provided guidance to Logan County nursing staff regarding substitute nurse requirements on September 28, 2015.
36. Professional Learning and Teacher Support at Omar Elementary on September 29, 2015 (Active Student Engagement).
37. Participated in Leadership Team-Graduation 20/20 meeting to introduce team to initiative and discuss online implementation manual and resources at Logan HS on September 17<sup>th</sup> 2015.
38. Participated in Leadership Team meeting to work on collaborative team and SPL planning at Logan High School on September 30<sup>th</sup>, 2015.
39. Technical Assistance provided to the teacher of the hearing impaired and student onsite at Logan Middle regarding the hearing test procedure, the test results, ear mold impressions, and recommendations on September 17, 2015.
40. Technical Assistance provided to the teacher, mother, and principal onsite at Verdunville Elementary regarding the hearing screening procedure and results on September 21, 2015.
41. Technical Assistance provided to the student and interpreter onsite at Chapmanville Middle regarding the ear mold impression procedure on September 28, 2015.
42. Technical Assistance provided to the teacher, mother, and principal onsite at Verdunville Elementary regarding the hearing screening procedure and results on September 28, 2015.
43. A total of 2 hearing screenings, 2 Hearing Aid Checks, 4 ear mold impressions, and 4 Consultations were completed.
44. Assisted Jan Hanlon with AEPA and CDW-G for purchasing of mobile devices for school classrooms on September 16, 2015
45. Attended Logan County FAST team meeting at RRWillis CTE on September 25, 2015
46. Attended Logan County Strategic Plan meeting on September 25, 2015

**MASON:**

1. Co-facilitated collaborative team meetings with New Haven Elementary teachers concerning catalyst school and goal settings for teachers on September 10, 2015.
2. Providing microcomputer technical services to RESA 2 County Contracts.
3. Providing microcomputer technical services to Computer Basic Skills Project.
4. Providing microcomputer technical services to the SUCCESS Project.
5. Provided microcomputer technical services to West Virginia Microcomputer Education Networks in (WVMEN) vocational schools.
6. Providing warranty repair services for Lenovo Computers.
7. Providing Cisco Router installation, maintenance, and repair service.
8. Providing Cisco Router Firewall configuration.
9. Completed 8 Units.
10. Technical Assistance for WVEIS users.
11. Providing query support for users.
12. Assisting schools with report cards.
13. Assisting schools with scheduling for current year.
14. Assisting counties with State Reports when due.
15. Assisting WVEIS State Staff with daily operations on the AS/400.

16. Maintaining the RESA2 trouble log for phone lines.
17. Providing router support for schools and board offices.
18. Provide on-site WVEIS training in Region 2 schools.
19. Assisted counties with data research.
20. Setup/Support for Virtual Conference meetings.
21. Assisting with the WVEIS Web Base.
22. Keeping RESA2 Sub Systems running.
23. Creating Sequel View's as needed.
24. Supporting WOW User's
25. Supporting RESA2 schools and county offices with State Data Reports.
26. Back up files and end of calendar year for Finance and Student Data at end of fiscal year.
27. Restore files as needed.
28. Provided 30 stability balls to Ashton Elementary for physical education use on September 2, 2015.
29. Collaborated with Hannan Junior/Senior High staff to develop pilot project using Fitbit wearable technology on September 8, 2015.
30. Planned New Teachers' Academy with Rita Mace and Kim Burris–Scheduled October 13-14, 2015.
31. Attended Graduation 20/20 meeting to discuss initiative and Leadership Team role/responsibilities at Pt. Pleasant Jr./Sr. High School on September 1<sup>st</sup>, 2015 with Assistant Principal Stacey Walton.
32. Visited Beale Elementary to offer support to principal on September 1<sup>st</sup>, 2015.
33. Technical Assistance provided to the interpreter and students onsite at Pt Pleasant Jr/Sr High School regarding the current functioning of hearing aids and placement of FM systems on September 1, 2015.
34. Technical Assistance provided to the teachers and Speech-Language Pathologists onsite at Pt. Pleasant Primary regarding the screening protocol and screening results on September 1, 2015.
35. Technical Assistance provided to the Speech-Language Pathologist and teachers onsite at Roosevelt Elementary regarding the daily use, function, and benefits of an FM system on September 1, 2015.
36. Technical Assistance provided to teacher of the hearing impaired and student onsite at Pt Pleasant Jr/Sr High and the father via telephone regarding the current 504 Plan on file on September 2, 2015.
37. Technical Assistance provided to the teachers and Speech-Language Pathologists onsite at Pt. Pleasant Primary regarding the screening protocol and screening results on September 2, 2015.
38. Technical Assistance provided to the Speech-Language Pathologist and teachers onsite at Roosevelt Elementary regarding the trouble shooting procedures of an FM system on September 2, 2015.
39. Technical Assistance provided to teacher of the hearing impaired and principal at Pt Pleasant High School and the father via telephone regarding the current 504 Plan on file on September 15, 2015.
40. Technical Assistance provided to the teachers and Speech-Language Pathologists onsite at Pt. Pleasant Primary regarding the screening protocol and screening results on September 15, 2015.
41. Technical Assistance provided to a guardian and Speech-Language Pathologist onsite at Pt. Pleasant Primary regarding the hearing abilities and use of personal hearing aids daily on September 15, 2015.
42. Technical Assistance provided to the teachers and Speech-Language Pathologists onsite at Pt. Pleasant Primary regarding the screening protocol and screening results on September 23, 2015.
43. Technical Assistance provided to the Speech-Language Pathologist onsite at Roosevelt Elementary regarding the scheduling of screenings and the current daily listening checks of hearing aid and FM system use on September 23, 2015.
44. A total of three assistive listening device placements, two assistive listening device checks, 12 hearing aid checks, 229 screenings, and twelve consultations were completed.

45. Blended Learning support with Jerry Warren at Point Pleasant Jr/Sr High School on September 3, 2015
46. Facilitated collaborative team meeting with New Haven elementary teachers concerning catalyst and goal setting for teachers on September 10, 2015
47. Site visit at New Haven elementary met with Stacy Bissel and teachers about Catalyst school on September 17, 2015

### **MINGO:**

1. Providing microcomputer technical services to RESA 2 County Contracts.
2. Providing microcomputer technical services to Computer Basic Skills Project.
3. Providing microcomputer technical services to the SUCCESS Project.
4. Provided microcomputer technical services to West Virginia Microcomputer Education Networks in (WVMEN) vocational schools.
5. Providing warranty repair services for Lenovo Computers.
6. Providing Cisco Router installation, maintenance, and repair service.
7. Providing Cisco Router Firewall configuration.
8. Maintain Windows Server Update Services servers in each school and BOE.
9. Completed 309 Units.
10. Conducted site visits to offer professional learning opportunities and I3 grant support to Matewan PK-8, Burch Middle School, and Mingo Central High School on September 3, 2015.
11. Facilitated professional learning opportunity for all educators at Williamson PK-8 on September 16, 2015.
12. Conducted a professional learning opportunity at Crum Middle on Data Notebook Follow Up in planning periods on September 24, 2015.
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.
31. Provided input and assistance to the Mingo County Board of Education staff for October's Red Ribbon Week planning on September 17, 2015.



32. Delivered alcohol and drug prevention curriculum resources for all Mingo County high schools and middle school grades on September 19, 2015.
33. Visited Mingo IZ Grant schools to offer support on September 3, 2015.
34. Attended Leadership Team meeting to orient team to the Graduation 20/20 initiative at Tug Valley High School on September 8, 2015.
35. Attended Mingo IZ Grant team meeting to finalize planning for the proposed SPL period to begin the second semester at Mingo Central Comprehensive High School on September 8, 2015.
36. Attended Leadership Team meeting to walk-through implementation manual and discuss expectations for Graduation 20/20 on September 22, 2015.
37. Technical Assistance provided to a case manager via telephone regarding students in need of audiometric evaluations on September 1, 2015.
38. Technical Assistance provided to the parent and student onsite at Mingo Extended Learning Center regarding the aided hearing test procedure and results on September 10, 2015.
39. Technical Assistance provided to the special education teacher and student onsite at Tug Valley High regarding the current performance and use of hearing aids on September 17, 2015.
40. Technical Assistance provided to the teacher of the hearing impaired, mother, student, and speech language pathologist onsite at Williamson PK8 regarding the current performance of the hearing aids and the need for an FM system on September 17, 2015.
41. Technical Assistance provided to the parent and student onsite at Williamson PK8 regarding the need for hearing aid adjustments on September 21, 2015.
42. Technical Assistance provided to the teacher of the hearing impaired, parents, and student onsite at Mingo Extended Learning Center regarding the audiometric test procedure and test results on September 21, 2015.
43. Technical Assistance provided to the principal and father onsite at Dingess Elementary and the case manager via telephone regarding the hearing test procedure, test results, and recommendations on September 25, 2015.
44. Technical Assistance provided to the principal onsite at Gilbert Elementary regarding the current status of a student with a hearing impairment on September 25, 2015.
45. Technical Assistance provided to the speech language pathologist and parent onsite at Gilbert Middle School regarding the current status of the student and the availability of the FM system on September 28, 2015.
46. A total of 2 audiological evaluation, four hearing aid checks, one assistive listening device checks, nine consultations, and two reports were completed.
47. Conference call with Robin Ellis, YEP on September 9, 2015
48. Facilitate collaborative team meetings with Gilbert Elementary teachers concerning Catalyst schools and professional learning goal setting on September 24, 2015
49. Facilitate Catalyst school discussion with Leadership team at Gilbert Elementary on September 24, 2015

### **WAYNE:**

1. Co-presented Phonemic Awareness training to Wayne County elementary principals and teacher leaders on September 8, 2015.
2. Co-presented Phonemic Awareness training Wayne County Pre-K and Headstart teachers on September 18, 2015.

3. Supported with providing follow up technical support to East Lynn Elementary on Writers Workshop on September 16, 2015.
4. Co-presented Close Reading Training to Ceredo Elementary teachers on September 28, 2015.
5. Presented Close Reading Training to Wayne Elementary teachers on September 29, 2015.
6. Site visit for PBIS support with Leadership team at Buffalo Elementary on September 15, 2015.
7. Facilitated IPI collection at Dunlow Elementary for Principal on September 17, 2015.
8. Providing warranty repair services for Lenovo Computers.
9. Providing Contract Services for Computer Maintenance.
10. Providing Cisco Router installation, maintenance, and repair service.
11. Providing Cisco Router Firewall configuration.
12. Completed 1 Unit.
13. Facilitated professional learning opportunity at Prichard Elementary on Data Notebook Follow-up in planning periods on September 1, 2015.
14. Facilitated professional learning opportunity at Kenova Elementary during planning periods on September 2, 2015.
15. Facilitated Phonemic Awareness for Wayne Literacy Leaders with school teams at Spring Valley Career and Tech Center on September 8, 2015.
16. IPI Data Collection at Kenova on September 14, 2015.
17. Supported PBIS Team at Buffalo Elementary School on September 15, 2015.
18. Conducted IPI Data Collection at Dunlow Elementary School on September 17, 2015.
19. Facilitated professional learning opportunity for Wayne Literacy Leaders school teams at Buffalo Elementary School on September 18, 2015.
20. Supported Dunlow Elementary School via Skype for Business on IPI Data Collection Results on September 23, 2015.
21. Supported Buffalo Elementary School during PBIS Team Meeting with Amy Kelly on September 29, 2015.
22. Facilitated professional learning opportunity at Wayne Elementary on Close Reading on September 29, 2015.
23. Technical Assistance for WVEIS users.
24. Providing query support for users.
25. Assisting schools with report cards.
26. Assisting schools with scheduling for current year.
27. Assisting counties with State Reports when due.
28. Assisting WVEIS State Staff with daily operations on the AS/400.
29. Maintaining the RESA2 trouble log for phone lines.
30. Providing router support for schools and board offices.
31. Provide on-site WVEIS training in Region 2 schools.
32. Assisted counties with data research.
33. Setup/Support for Virtual Conference meetings.
34. Assisting with the WVEIS Web Base.
35. Keeping RESA2 Sub Systems running.
36. Creating Sequel View's as needed.
37. Supporting WOW User's
38. Supporting RESA2 schools and county offices with State Data Reports.
39. Back up files and end of calendar year for Finance and Student Data at end of fiscal year.
40. Restore files as needed.

41. Collaborated with Wayne Underage Drinking Prevention Coalition members to address substance abuse issues in the county on September 1, 2015.
42. Delivered 30 stability balls to Buffalo Middle for physical education use on September 1, 2015.
43. PBIS Team Meeting with Spring Valley High School on September 10 and 24, 2015
44. PBIS Team Meeting with Lavalette Elementary School on September 1 and 15, 2015
45. Conducted first school-site Catalyst school visit at Prichard Elementary School with Principal, Stephanie McCloud on September 4, 2015.
46. Attended PBIS team meeting to discuss utilizing A/A time for the teaching the H.O.W.L. school-wide expectations at Spring Valley High School on September 10, 2015.
47. Collected IPI data at Kenova Elementary School on September 14, 2015.
48. Provided technical assistance to co-teaching teams through observing and conferencing at Spring Valley High School on September 21, 2015.
49. Facilitated professional learning opportunity on IPI at Spring Valley HS on September 29, 2015.
50. Technical Assistance provided to the teacher of the hearing impaired onsite at Lavalette Elementary regarding the current status of students with hearing impairments on September 18, 2015.
51. Technical Assistance provided to the teacher of the hearing impaired, general education teacher, and student onsite at Kenova Elementary regarding the placement, daily use and care of the FM system on September 18, 2015.
52. Technical Assistance provided to the teacher of the hearing impaired and mother onsite at Wayne Elementary regarding the procedure of earmold impressions on September 18, 2015.
53. Technical Assistance provided to the teacher of the hearing impaired, special education teacher, and the student onsite at Tolsia High regarding the current functioning of the hearing aids and the need for replacement on September 18, 2015.
54. Technical Assistance provided to the teacher of the hearing impaired, speech language pathologist, and student onsite at Crum Middle regarding the procedure for cerumen removal, the outcome of cerumen removal, and the current functioning of the hearing aid on September 18, 2015.
55. Technical Assistance provided to the teacher of the hearing impaired and student onsite at Wayne High School regarding the current status of the hearing aids and earmold impression procedure on September 18, 2015.
56. Technical Assistance provided to the general education teacher onsite at Kenova Elementary regarding the current functioning and the daily listening check procedure on September 22, 2015.
57. Technical Assistance provided to the teacher of the hearing impaired, mother, and student onsite at RESA 2 regarding the audiological test procedure, test results, and the current functioning of the hearing aids on September 22, 2015.
58. Technical Assistance provided to the teacher of the hearing impaired and student onsite at Wayne High regarding the current fit of the ear mold on September 24, 2015.
59. Technical Assistance provided to the teacher of the hearing impaired and general education teacher onsite at Buffalo Elementary regarding the status of a child in the SAT process on September 24, 2015.
60. Technical Assistance provided to the teacher of the hearing impaired and director of special education onsite at the Wayne County Board of Education regarding the test results received from Cincinnati Children's Hospital on September 24, 2015.
61. Technical Assistance provided to the teacher of the hearing impaired, special education teacher, and student onsite at Kellogg Elementary regarding the ear mold impression procedure and current status of the hearing aid on September 29, 2015.
62. Technical Assistance provided to teachers, speech language pathologist, and principal onsite at Wayne Elementary regarding the hearing screening protocol and the results on September 30, 2015.

63. A total of 60 Hearing Screenings, one FM System Placement, one FM System Check, five ear mold impressions, ten hearing aid checks, thirteen consultations, and one report was completed.
64. Presented Phonemic Awareness training to Wayne County elementary principals and teacher leaders on September 8, 2015.
65. Presented Phonemic Awareness training Wayne County Pre-K and Headstart teachers on September 18, 2015.
66. Provided follow up technical support to East Lynn Elementary teachers on Writer's Workshop on September 16, 2015.
67. Presented Close Reading training to Lavalette Elementary teachers on September 21, 2015.
68. Presented Close Reading Training to Ceredo Elementary teachers on September 28, 2015.

**SERVICES / MEETINGS:**

1. Attended Learning Forward training at the Cabell County Transportation Complex with Cabell County teachers and data coaches on September 1, 2015.
2. Attended Regional Council meeting at the Cabell County Board of Education on September 9, 2015.
3. Attended Steve Edwards training for Freshman Academy on September 9, 2015.
4. Attended Steve Edwards training for Principals on September 14, 2015.
5. Attended Steve Edwards training for Assistant Principals on September 15, 2015.
6. Attended Monica Martinez training for Re-Imaging Time at the Pullman Plaza Hotel on September 22, 2015.
7. Attended Priority School Conference at the Waterfront Hotel with East Lynn Elementary on September 23, 2015.
8. Attended Priority School Conference at the Waterfront Hotel with East Lynn Elementary on September 24, 2015.
9. Participated in PBIS Coaches Call to support PBIS schools on September 8, 2015.
10. Participating and supported Graduation 20/20 schools and Mingo IZ Grant Schools at Dr. Steve Edwards' Freshman Academies training at SWCTC on September 9, 2015.
11. Catalyst planning, graduation 20/20 planning, PBIS planning, and collaboration on Communications Campaign for RESA 2 at RESA 2 on September 11, 2015.
12. Facilitated book student with RESA 2 staff at RESA 2 on September 11, 2015.
13. Participated in Steve Edwards' Leadership Institute with Building Assistants at SVCTC on September 15, 2015.
14. Participated and offered support to Catalyst Schools through Monica Martinez' Reimagining Time at Pullman Square Hotel on September 22, 2015.
15. Participated and supported Graduation 20/20 and Mingo IZ Grant Schools at Steve Edwards' Freshman Academies at SVCTC on September 23, 2015.
16. Collaborated with RESA 2 staff for Catalyst School work, Graduation 20/20 work, and *The Multiplier Effect* book study at RESA 2 on September 2, 2015.
17. Participated in PBIS Coaches Conference Call on September 28, 2015.
18. Supported Catalyst Schools at RESA 2 in administrators and central office support meeting on September 30, 2015.
19. County Contact Meeting on September 28, 2015.
20. Conference Call with WVEIS State Department on September 2 & 17, 2015.

21. Regional Wellness Specialist quarterly meeting in Charleston on September 14, 2015.
22. Substance abuse prevention regional coalition meeting in South Charleston on September 21, 2015.
23. WV Integrated Behavioral Health Conference in Charleston on September 22-24, 2015.
24. Right Response Conference Call concerning new De-Escalation Curriculum on September 1, 2015.
25. Attended and supported our Graduation 20/20 Schools and Freshman Academy Schools in the Freshman Academy facilitated by Dr. Steve Edwards on September 9, 2015.
26. Facilitated the Regional Preschool Teachers' Academy – COSF Training, and Behavior Management on September 11, 2015.
27. Facilitated the Comprehensive Leadership Academy with Steve Edwards on September 14-15, 2015.
28. Facilitated the Monthly County Special Education Directors' Meeting on September 22, 2015.
29. Facilitated the Monthly County Preschool Coordinators Meeting on September 22, 2015.
30. Attended and supported schools at the Preschool Leadership Conference September 23-24, 2015.
31. Facilitated the Transition Meeting with Graduation 20/20 Schools and CTE Directors on September 30, 2015
32. Organized and attended training on developing effective freshman academies for Graduation 20/20 teams presented by Dr. Steven Edwards at Spring Valley Career and Technical Center on September 9 & 23, 2015.
33. Attended Steve Edwards' Leadership Institute with Building Assistant Principals at Spring Valley Career and Technical Education Center on September 15<sup>th</sup>, 2015.
34. Attended Special Education Leadership Conference at Charleston Civic Center on September 16-17, 2015.
35. Attended ZoomWV Train the Trainer session facilitated by WVDE's Georgia Webb, Valeria Wilson, and Amber Stohr at RESA 3 on September 18<sup>th</sup>, 2015 with all Regional School Support Specialists.
36. Attended LDC Coaches Meeting at WVDE on September 28, 2015.
37. Attended CTE and Transition meeting with county Special Education directors and Transition Specialists at RESA 2 on September 30, 2015.
38. Attended Catalyst schools principals meeting on September 30, 2015.
39. Conference call with Promethean Interactive Boards on September 1, 2015.
40. Conference call with Kathy Fellows at Catch Up Math on September 1, 2015.
41. Met with Dawn Embry-King and Electa Crowder at RESA 3 to plan for upcoming AESA presentation on September 9, 2015.
42. Participated in book study on The Multiplier Effect on September 11, 2015.
43. Conference call with Kathy Fellows on September 11, 2015.
44. Attended WVDE Regional Wellness Meeting in Charleston on September 14, 2015.
45. Conference call with Peggy Sloin and Judy Barakas about MSP grant on September 15, 2015.
46. Attended Steve Edwards training with Assistant Principals for RESA 2 schools on September 15, 2015.
47. Facilitated "Reimagining Time and Deeper Learning" with Monica Martinez for Catalyst school, PBIS, IZ schools, and Grad 20/20 school teams on September 22, 2015.
48. Facilitated Lunch and Learn with Staples Advantage on September 23, 2015.
49. Attended YEP budget meeting with Jody Lucas on September 23, 2015.
50. Conference call with Kathy Fellows on September 29, 2015.
51. Attend Catalyst school principal meeting on September 30, 2015.
52. Facilitate Professional Learning Consortium meeting on September 30, 2015.
53. Facilitate MSP grant task force meeting with interested counties on September 30, 2015.

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