

*Regional Education
Service Agencies*

RESA

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MINUTES
STATE OF WEST VIRGINIA

A regular meeting of the Regional Education Service Agency 2 Regional Council was held Thursday, January 21, 2016 beginning at 3:00 p.m. via Skype for Business. Chairperson Bill Smith presided.

Those attending:

Cabell:	Bill Smith, Karen Nance
Lincoln:	Jeff Midkiff, Steve Priestley
Logan:	Pat Joe White
Mason:	Jack Cullen, Dale Shobe
Mingo:	Rob Bobbera
Wayne:	Trey Morrone
At Large:	Sabrina Runyon
WV State Dept.:	No representative
State BOE:	Lloyd Jackson, Jason Butcher
Marshall:	Sissy Isaacs
RESA 2:	Dee Cockrille, Leslie Tyree, Rachel Bias, Jody Lucas, Charlie Pitts, Patty Pauley
Guests:	Karen Veazey

Approval of Minutes

Ms. Nance moved to approve the minutes of the December 9, 2015 regular meeting of the RESA 2 Regional Council; Mr. Priestley seconded the motion; unanimously approved.

Delegations/Presentations

1. Bus Driver Training – Ms. Pauley updated council members regarding the Bus Driver training program. She indicated 125 participants have completed the training and received certification with a 77% employment retention. The average cost of training is \$1,900 per participant; however, with reimbursement from the state the actual cost to counties is approximately \$285 per driver. State coordinators met in October to establish guidelines for training and determine responsibilities for counties, RESAs, Coordinators, Trainers and Trainees. Mr. Priestley asked when the driver should be hired (prior to training or upon completion). Ms. Pauley stated that is at the discretion of the county and that some counties hiring pending completion of the training process.

Delegations/Presentations (continued)

2. Literacy Grant Update – Ms. Stowers indicated that RESA 2 is providing sustained support to four schools: Fort Gay Pk-8, Guyandotte Elementary, Lenore Pk-8 and Omar Elementary. The grants will focus on grades K-3. Data training and collaborative teaming have been provided. A cadre was created consisting of the school principals, county curriculum contacts and the RESA 2 curriculum team. A cross-county book study will begin in February utilizing the book Explicit Instruction by Anita Archer. Books will be purchased with grant funds. Future plans include a Jennifer Ashlock strategies refresher as well as training by Anita Archer on May 5-6, 2016 on Literacy Foundation Skills for principals.

Old Business

1. AEPA: Contracts– Dr. Cockrille shared several new turf vendors have contracted with AEPA. Marketing plans for new vendors will begin next week. Companies were required to bid entire catalogs for maintenance. Sherwin Williams has been added as a vendor. It is estimated that 4th quarter sales will be 1.82 million.
2. Medicaid Specialist Update – Mr. Lucas and Ms. Veazey discussed with council members the responsibilities counties would continue as well as responsibilities a RESA Medicaid Specialist could assume. The RESA Medicaid Specialist would enter data for billing for all counties which would be a tremendous cost savings for counties. Counties would continue to train staff regarding billing and prepare billing documentation; forms would be submitted to RESA 2 for data entry and uploading. Mr. Lucas discussed the cost to each county based on a service/professional position. All counties indicated they would prefer an equal division of cost for a professional position that would be able to assist with Medicaid/financial reporting as well as data entry. There was a detailed discussion on the financial aspect for this position.
3. WVEIS Specialist Update – Dr. Cockrille indicated a WVEIS Specialist position will be posted upon approval of the Regional Council.

New Business

1. Selection Process of Executive Director – Jason Butcher outlined Policy 3233 which states the process for hiring an executive director. Mr. Smith discussed the handout disseminated to council members via email prior the meeting which gives an overview of the Policy, a proposed timeline for hiring the new executive director, as well as a list of selected committee members.
2. RESA 2 Executive Director Search Committee – Mr. Smith reviewed the committee appointments: Cabell-Bill Smith, Lincoln-Steve Priestley, Logan-Phyllis Doty, Mason-Dale Shobe, Mingo-Rob Bobbera, Wayne-Sandra Pertee. He stated that committee meetings may be held via skype with interviews held in-person.

New Business (continued)

3. Revision to RESA 2 Executive Director Job Description – Dr. Cockrille explained that the job description is being revised and will be forwarded to the selection committee for review.

New Business - Action Items

Upon the recommendation of the Executive Director, Mr. Morrone moved to approve the consent items as presented; Mr. Priestley seconded the motion; 9 yes votes, 1 no vote, motion approved.

1. Supplements - Approved the following Supplements.

A. Computer Repair	\$257,600.00
B. WVEIS Salary	\$7,631.49
C. AEPA Rebates	\$198,617.03
D. Academic/Competition Fairs	\$5,000.00
2. Retirement - Approved the retirement of Sandra Shoup, Secretary IV, effective January 29, 2016.
3. Resignation – Approved the resignation of Dee Cockrille, Executive Director, effective April 1, 2016.
4. Interim Director – Approved the appointment of Leslie Tyree as Interim RESA 2 Executive Director, Effective April 1, 2016.
5. Selection Committee – Approved the selected committee representatives for the purpose of hiring the new RESA 2 Executive Director.
6. Medicaid Specialist – Approved the posting of a Medicaid Specialist position vacancy.
7. WVEIS Systems Specialist – Approved the posting of a WVEIS Systems Specialist position vacancy.

Informational Items

Members of the RESA 2 Regional Council and/or the Executive Director may request discussion of any Informational Item.

1. RESA 2 Financial Report – Mr. Lucas reported that the Financial Report is included in the packet.
2. RESA 2 Staff Reports - Dr. Cockrille indicated that a written monthly report is included in council packets.

Reports

1. State Department Report – No report.
2. W.V.A.S.A. Report – Mr. Midkiff stated the next meeting will be held January 28-29 in Bridgeport. The WVASA Executive Committee will meet the evening of January 27th.
3. W.V.S.B.A. Report – Mr. Morrone stated that Mr. O’Cull has been very busy with the legislature in session. The WVSBA Winter Conference will be held February 19-20, 2016 in Charleston.
4. Marshall University Report – Dr. Isaacs stated Dr. Jerry Gilbert is the new MU President. She also indicated the Teacher in Residence program is in place in Mingo and Mason Counties and they are working in get the program up and running in Cabell and Wayne Counties.
5. WV Board of Education – Mr. Jackson indicated the board has been very busy meeting with the legislature on assessment and standards.
6. Superintendent’s Report Out-Special Initiatives – None.

Announcements

1. January 21, RS3 Quarterly Meeting, Skype.
2. January 21, Technical Assistance, Lincoln County HS.
3. January 21, LDC Cohort 3 site visit, Chapmanville MS.
4. January 21, Literacy Team Meeting, Wayne County.
5. January 21-22, FAST Team Meeting, Logan County.
6. January 22, The Multiplier Effect Book Study for Building Administrators, via Skype.
7. January 25, LDC site visit, Man MS & Kermit PK-8.
8. January 25, MDC site visit, Chapmanville MS.
9. January 25, Classroom Instruction That Works, Man Middle School.
10. January 25, Descriptive Feedback / Literacy Centers, Salt Rock K-2.
11. January 25, Leadership Team Meeting, West Chapmanville Elem.
12. January 26, Science Instructional Materials Caravan, Big Sandy Arena.
13. January 26, LDC site visit, Duval Pk-8.
14. January 26, LDC site visit, Logan MS.
15. January 26, MDC site visit, Chapmanville MS.
16. January 26, Differentiated Instruction, Vinson Middle School.
17. January 26, Leadership Team/Graduation 20/20 meeting, Tug Valley HS.
18. January 27, MDC site visit, Man MS.
19. January 27, Statewide RESA meeting, RESA 7 office.
20. January 27, Embedded Professional Learning, Omar Elementary.
21. January 27, Catalyst school visit, New Haven Elementary.
22. January 27, Close Reading, New Haven Elementary.
23. January 28, Technical Assistance, Lincoln County HS.
24. January 28, LDC site visit, Wayne MS.
25. January 28, MDC Cohort 1 site visit, Mingo Central HS.

Announcements (continued)

26. January 28, MDC site visit, Logan MS.
27. January 28, PBIS Team Meeting, Spring Valley HS.
28. January 28, Reading Certification/Masters Interest Meeting, RESA 2.
29. January 28, Lunch & Learn with Tremco, RESA 2.
30. January 29, LDC/MDC Training, Charleston.
31. February 1, Student Engagement & Classroom Management, Buffalo Elem.
32. February 1, WVDE Literacy Meeting, RESA 2.
33. February 2, Data Dive, Fort Gay.
34. February 2, Student Voice, Dunlow Elementary.
35. February 2, PBIS, Lavalette Elementary.
36. February 2, Graduation Team meeting, Pt. Pleasant Jr/Sr HS.
37. February 3, Catalyst site visit, Hamlin Pk-8.
38. February 3, Power of Words Book Study, RESA 2 / Skype.
39. February 4, Technical assistance, Lincoln County HS.
40. February 4, Your Mental Health First Aid – Make-up date.
41. February 4, Literacy Grant support, Omar Elementary.
42. February 4, WVDE OSP/Sp. Ed. Director's Meeting, Charleston.
43. February 6, EIPA Interpreters' Training, RESA 2.
44. February 8, Using Data Book Study, RESA 2 / Skype.
45. February 8, Literacy Cadre Meeting, RESA 2.
46. February 9, Implementing Collaborative Teams/Conversations, Wayne Co.
47. February 9, Leadership / Graduation 20/20 Team Meeting, Tug Valley HS.
48. February 9, PBIS Team Meeting, Pt. Pleasant Intermediate.
49. February 10, IPI, Kenova Elementary.
50. February 10, Close Reading, Martha Elementary.
51. February 10, Literacy Grant support, Guyandotte Elementary.
52. February 10, Classroom Instruction That Works, Man MS.
53. February 10, Catalyst school visit, Salt Rock Elementary.
54. February 11, Technical assistance, Lincoln County HS.
55. February 11, Catalyst school visit, Gilbert Elementary.
56. February 11, Substitute teacher in-person training/testing, RESA 2.
57. February 11, County Special Education Director's meeting, RESA 2.
58. February 11, PBIS Team Meeting, Spring Valley HS.
59. February 15, President's Day, RESA 2 office closed.
60. February 15, LDC/MDC Cohort 3 Training, Charleston.
61. February 16, Comprehensive Leadership Academy with Steve Edwards, Spring Valley Vocational Center.
62. February 16, Graduation Team meeting, Pt. Pleasant Jr/Sr HS.
63. February 17, Text Dependent Questions, Crum Elementary.
64. February 17, Catalyst school visit, New Haven Elementary.
65. February 17, Comprehensive Leadership Academy with Steve Edwards, Spring Valley Vocational Center.
66. February 18, Technical assistance, Lincoln County HS.
67. February 18, Effective Teaming with Richard Lawrence, RESA 2.
68. February 18, Professional Learning Consortium, RESA 2.

Announcements (continued)

69. February 18, Regional Council meeting via Skype for Business.
70. February 22, Classroom Instruction That Works, Man MS.
71. February 23, Differentiated Instruction, Vinson MS.
72. February 23, Leadership/Graduation 20/20 Team meeting, Tug Valley HS.
73. February 24, Power of our Words Book Study, RESA 2 / Skype.
74. February 25, Technical assistance, Lincoln County HS.
75. February 25, Catalyst school visit, West Chapmanville Elementary.
76. February 25, FAST meeting, Logan County.
77. February 25, PBIS Team meeting, Spring Valley HS.
78. February 29, Active Student Engagement/Classroom Management, Buffalo Elementary, Logan County.

General Discussion

1. Council Member Discussion
 - None.
2. Executive Director Discussion – Dr. Cockrille discussed the following items:
 - A. School Improvement Collaborative-Competitive Process: RESA 2 presented to WVDE employees on school improvement work. No cohorts were funded, all RESAs will participate.
 - B. Research-Practice Partnership – An independent research company contacted Dr. Cockrille regarding a proposal for a model of school improvement for capacity building.
 - C. Dr. Cockrille discussed Alternative Certification programs. Lincoln County is the only county that has expressed interest. Ms. Stowers indicated if a county is interested the superintendent must submit a letter of intent by Friday, January 22nd.
 - D. Legislative visit – Appointments are being scheduled for February 8th to meet with several legislatures related to RESAs. We are looking at legislative agendas to determine if a letter to strategic personnel should be submitted in support of standards.

Next Meeting

The next regularly scheduled meeting of the RESA 2 Regional Council will be held on Thursday, February 18, 2016 beginning at 10:00 a.m. via Skype for Business.

Adjournment

There being no further business, Ms. Nance moved to adjourn; Mr. Morrone seconded the motion; unanimously approved.



Dee Cockrille, Secretary
RESA 2 Regional Council