

**ORDER OF BUSINESS  
OF THE  
RESA-6 REGIONAL COUNCIL**

**RESA-6 Training Room  
Wheeling, WV 26003**

**Thursday, December 12, 2013  
5:30 p.m.**

**MINUTES**

**MEMBERS PRESENT:** Dennis Albright, Patsy Brancazio, Michael Hince, Heidi Hohman, Kathy Kidder Wilkerson, James Lazear, Barbara Logue, Beth Phillips, Suzan Smith

**OTHERS PRESENT:** Nick Zervos, Greg Minnich, Michalene Mills, Amy McMillan

**CALL TO ORDER:** The meeting was called to order at 5:30 p.m. by Ms. Phillips

**MOMENT OF SILENCE** Ralph Board – RESA-5 Executive Director who recently passed away

**APPROVAL OF MINUTES:**

On a motion by Ms. Smith, with a second by Mr. Albright, the Board approved the minutes of the November 14, 2013, meeting.

**NEW BUSINESS**

**Medicaid Report (Attachment A) -** On a motion by Ms. Smith, with a second by Mr. Albright, the Board approved the December 1, 2013 Medicaid report prepared by Ms. Wojcik in the aggregate amount of \$987,266.99 (from 7/1/13 through 11/30/13) for the RESA- 6 counties.

**Coat Drive Update** – It was announced that the RESA-6 Coat Drive has resulted in the purchase of 54 coats distributed evenly in the 5 RESA-6 counties.

**FAST Team Update** – Michalene Mills – (Attachment D) – Ms. Mills presented to the Board in Attachment D a sample of data analysis used by the RESA-6 FAST team. She explained how the data can be utilized in the school improvement process. The data was color coded to assist the teacher in its implementation.

**SPL Update** – Amy McMillan (Hand-outs) – Ms. McMillan presented handouts to the Board on updating SPL (Support for Personalized Learning) TAS (Technical Assistance Specialist) and Universal Pre-K activities. Also covered was Flipped Classroom Strategies and Co-Teaching – assistance as an outcome of Diagnostic Visits and SpEd Monitoring follow up plans.

**Winters Newsletter** –The winter newsletter was provided to the Regional Council and electronically to RESA Directors’ list serves. The newsletter was a team effort with Ms. McConnaughey doing all the graphics and the format.

**Annual Report At a Glance—all RESAs (Attachment B)** –The Board received in Attachment B the Annual Report at a Glance for all eight RESAs. This one page document can be used to answer that question “What do RESAs do.”

**New WVDE State Liaison** – Michele Blatt – The Board was informed that Michele Blatt would be the new WVDE liaison replacing Michael Pickens.

**RESA-6 FAST Team Trifold (Attachment C)** – The FAST Team trifold designed by Mr. Pollock was presented to the Board. It will be used to advertise the array of services and programs that RESA-6 FAST Team can utilize in the school improvement process.

**RESA-6 Data Analysis (Attachment D)** – See FAST Team update above.

**Supplements / Transfers (Attachment E)** - On a motion by Mr. Brancazio, with a second by Ms. Smith, the Budget Status Report as presented by Mr. Minnich and outlined in Attachment E was approved.

**Budget Status Report (Attachment F)** - On a motion by Mr. Brancazio, with a second by Mr. Lazear, the Budget Status Report as presented by Mr. Minnich and outlined in Attachment F was approved.

**Checks Issued (Attachment G)** - On a motion by Ms. Smith, with a second by Ms. Hohman, the RESA-6 Checks Issued as presented by Mr. Minnich and outlined in Attachment G were approved.

**WVDE Agenda – December 11, 2013 (Enclosure)** – The WVDE Agenda for December 11, 2013 and December 18, 2013 were presented to the Board.

**Principal Data Report Training (Enclosure)** – Lori Buchanan, WVDE, will provide training for principals on completing the HQT Data Report / Class Count Report. Principals will be trained in two 2 hour sessions at RESA-6. A date will be forthcoming.

**Grant Opportunity for 5<sup>th</sup> or 2<sup>nd</sup> grade Math Curriculum (Enclosure)** – Mr. Pollock requested that Superintendents review a grant opportunity for 5<sup>th</sup> and 2<sup>nd</sup> grade Math Curriculum. Basic information was provided in a handout to the Board. Mr. Pollock will be sending an email further clarifying this opportunity.

## **PERSONNEL**

On a motion by Ms. Smith, with a second by Mr. Lazear, the following personnel items were approved:

### **Employment**

Permission to post and employ Educational Interpreter 2 (if requested by Marshall County)

### **Resignation**

Michalene Mills, Coordinator School Improvement & Technical Assistance, effective - December 13, 2013 (Enclosure)

**Wendy Douglass, Educational Interpreter 2, effective January 1, 2014**

**On a motion by Mr. Albright, with a second by Mr. Brancazio, the Board requested Mr. Zervos to proceed with the necessary administrative action regarding Mr. Hall's situation.**

**Robert Hall – Computer Technician (Enclosure)**

**OTHER CONCERNS**

**School calendar issues regarding school delays and closures – State assistance will be needed in resolving many of these issues.**

**ADJOURNMENT**

**On a motion by Mr. Brancazio, with a second by Mr. Albright, the meeting was adjourned.**

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**Co-Chairperson**

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**Executive Director/Secretary**