

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

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

**Wednesday, November 14, 2012
9:00 a.m.**

MINUTES

MEMBERS PRESENT: Patsy Brancazio, Amelia Courts, Chris Carder, Kathy Kidder Wilkerson, Linda Kirk, Barbara Logue, Beth Philipps, Fred Renzella, Suzan Smith, Dianna Vargo, Diane Watt

OTHERS PRESENT: Nick P. Zervos, Greg Minnich, Ronda Kouski

CALL TO ORDER: The meeting was called to order at 9:00 a.m. by Ms. Kidder Wilkerson.

APPROVAL OF MINUTES:

On a motion by Ms. Watt, with a second by Mr. Brancazio, the Board approved the minutes of the October 17, 2012, meeting.

NEW BUSINESS

Defensive Driving Requirement – County Vehicles – Training with Nancy Smith - \$160.00 per class and \$3.70 fee per student for licensing (Attachment A) – The Defensive Driving Requirement necessary to satisfy the WV Board of Risk was discussed. A local trainer, Nancy Smith, offered to do the training at \$160.00 per class and \$3.70 for license. Ms. Courts and Ms. Carder indicated that there were online courses and video courses available free and would provide information on them.

PRI – March 5 and March 6, 2013 – White Palace – Wheeling Park – The PRI announcement was made for March 5 & March 6, 2013 at the White Palace. Ms. Kouski, Ms. Kajfez, Ms. Courts and Ms. Blatt conferred on presenting a timeline of events for implementing the evaluation policy in all schools for the 2013 – 2014 school year.

SB592 / PCII / ACAMS – A report was given to the Superintendents regarding the completion of PCII training for each county. Wetzel and Hancock Counties have all county and school Asset Managers trained.

2011 – 2012 Annual Report (Handout) – On a motion by Ms. Smith, with a second by Ms. Vargo, the 2011 – 2012 Annual Report as presented by the Board was approved.

Medicaid Report (Attachment B) - On a motion Mr. Brancazio, with a second by Ms. Watt, the Board approved November 1, 2012 Medicaid report prepared by Mrs. Wojcik in the aggregate amount of \$1,261,791.67 (from 7/1/12 through 10/31/12) for the RESA- 6 counties.

Brooke County Substitute Calling System (Attachment C) – On a motion by Ms. Smith, with a second by Mr. Renzella, the Regional Council approved the inclusion of Brooke County Schools into the RESA-6 Substitute Calling System under the provisions defined in Attachment C.

Drug and Alcohol Seminar for Superintendents, HR Directors and RESA Directors – Kathy Finsley – It was announced that the Drug and Alcohol Seminar for Superintendents, HR Directors and RESA Directors is to be held on 12/3/12 from 9:30 a.m. – noon - site to be determined. The Program will be presented by Kathy Finsley and Steptoe and Johnson representatives.

AEPA Purchasing (Attachment D) – On a motion by Mr. Renzella, with a second by Ms. Watt,, the Board gave permission for Mr. Minnich to proceed with the AEPA purchasing and to do the necessary training for county officials for implementing this process. The Board was provided with Attachment D, Legal Interpretation Allowing RESAs to provide this purchasing service.

Evaluation Pre-Timeline (Attachment E) – Ronda Kouski – The Board was provided with the Evaluation Pre-Timeline designed by Ms. Kouski and Ms. Kajfez.

Bus Driver Training Discussion (Attachment F) – Mr. Minnich provided the Board with a comprehensive bus training overview outlining the 34 steps necessary in training substitute bus drivers (see attachment F). His goal is to reduce the training time to 2 months.

Preliminary Budget Status Report (Handout) – The Budget Status Report will be provided at the December meeting.

Supplements and Transfers (Attachment G) - On a motion by Mr. Renzella, with a second by Ms. Carder, the Supplement and Transfers as provided in Attachment G and presented by Mr. Minnich were approved.

Checks Issued (Attachment H) - On a motion by Mr. Renzella, with a second by Ms. Smith, the RESA-6 Checks Issued in Attachment H and presented by Mr. Minnich were approved

Regional TLI Pending Funding – On a motion by Ms. Carder, with a second by Ms. Watt, the RESA-6 Regional Council would prefer to have the TLI training at the regional level pending funding from the WVDE.

State Board Agenda (Handout) – The RESA-6 Regional Council was provided with the November State Board meeting agenda.

Coats for Kids Project – Ms. Kouski, Ms. Dei and Ms. Phillips orchestrated the 2012 Coats for Kids Project utilizing donations from the RESA-6 staff to purchase 40 coats. The coats will be distributed – 8 per county. Pete Newmyer at the Dollar Zone donated Christmas bags and tissue paper needed for the project.

PERSONNEL:

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

Employment

Mr. Zervos informed the Board that there could be a possible reduction in staff if the student leaves the program at Hill Top School, who currently needs Braille Specialist services.

Permission to post and employ Vicki Williams and Randy Keenan – Regional Bus Driver Trainers

Permission to employ Sheila Nelson – Sign Language Specialist – ½ time Brooke County

Permission to employ Ciara Garcia-James, Interpreter Aide, primarily Ohio County

WEST VIRGINIA DEPARTMENT OF EDUCATION REPORT

Ms. Courts indicated that the WVBOE would be provided a draft response to the audit by President Linger. She also indicated that the Professional Development report provided by Pat Hammer would be modified to point out constraints to the WVDE and RESAs. Ms. Courts also indicated that Mrs. Manchin was making it a priority

OTHER CONCERNS:

Ms. Carder pointed out that Energy Management programs may require a State bidding process outlined by the School Building Authority. Ms. Watt questioned whether or not fuel, such as propane would be required to be used in county transportation fleets. Ms. Smith indicated that they had piloted the use of propane and found it not to be cost effective. Mr. Renzella invited superintendents to tour Hill Top Elementary, Cameron High School and Ms. Vargo invited superintendents to tour the Ohio County Performing Arts Center when they come to Wheeling for WVASA meeting.

ADJOURNMENT: Mr. Renzella adjourned the meeting.

Co-Chairperson

Executive Director/Secretary