**ORDER OF BUSINESS**

**OF THE**

**RESA-6 REGIONAL COUNCIL**

**RESA-6 Training Room**

**Wheeling, WV 26003**

**Thursday, October 13, 2016**

**6:00 p.m.**

**MINUTES**

**MEMBERS PRESENT: Michelle Chappell, Pamela Dudley, Shelby Haines, Michael Hince, Heidi Hohman, Bill Jones, Kathy Kidder, Beth Phillips, Cindy Virtue**

**OTHERS PRESENT: Nick Zervos, Chris Carter, Susan Fox Nolte, Greg Minnich, Marian Kajfez**

**CALL TO ORDER: The meeting was called to order at 6:00 p.m. by Ms. Chappell.**

**APPROVAL OF MINUTES: On a motion by Mr. Hince, with a second by Mr. Jones, the Board approved the minutes of the September 8, 2016 meeting**.

**NEW BUSINESS:**

 **Medicaid Report (Attachment A) - On a motion by Mr. Hince, with a second by Ms. Phillips, the Board approved the October 13, 2016, Medicaid Report prepared by**

**Ms. Wojcik in the aggregate amount of $277,715.05.**

 **Learning Schools Collaborative Presentation (Attachment B) – Ms. Kajfez spoke about October 4, 5, 6, 7, 2016, Leaders of Learning Schools (LOLS) Trainers of Trainers (TOTs) Workshops with 18 teams across all five counties (chart distributed). LOLS TOTs spent the day in school leadership teams by programmatic levels reviewing Policy 5500: Learning Schools. The day featured a focus on Professional Learning Communities). Topics referenced PLC Scheduling, Norms, Agendas (with a focus on student data but more importantly adding more time for Professional Learning) and the Continuous Improvement Cycle. The Teams reviewed Professional Learning Designs and asked teams to choose a design to implement and share progress with this group in January. Teams heard more info about Solution Tree Learning by Doing and more details about Mindset research. Teams had time to discuss and review first 30 day Plan and add details to their 60 day Plan. Teams shared, throughout the day, celebrations and concerns, to date, as the Learning School journey progresses. Testimonials from LOLS TOTs about the Learning School Process were shared.**

**School site visits occurred between summer training and the October training. The Superintendent Updates detailed each school site visit and were emailed to them. By consensus of the Board, permission was granted for Mr. Zervos to share the Superintendent Updates with WVDE & WVBOE.**

**The Leadership Teams will assist at the October 25 and 26 PRI during Programmatic Level conversations. Catalyst School Principals and the RESA-6 FAST Team will be included.**

**The LOLS TOTs Schools:**

**Elementary: Elm Grove, Steenrod, Center McMechen, Central, Paden City,**

 **New Martinsville, New Manchester, Weirton, Colliers and Jefferson**

**Middle School: Follansbee, Triadelphia, Moundsville and Sherrard**

**High School: Weir, Oak Glen, Brooke and Wheeling Park**

 **House Bill 2940 – WVSBA (Attachment C) – Mr. Zervos provided the Board with a copy of a completed survey regarding House bill 2940. Howard O’Cull, Executive Director for the WVSBA, was compiling the required report with feedback provided by Board Members from all eight RESAs which included the 55 County Superintendents and 175 Board Members. Mr. O’Cull will submit the final report to the Legislature.**

 **Strategic Plan (Enclosure) – The Regional Council had an opportunity to review the RESA-6 2016 – 2017 Strategic Plan which was prepared by all Directors and Candace O’Shea, RESA-6 Executive Secretary. On a motion by Ms. Phillips with a second Mr. Hince, the Strategic Plan was approved for Mr. Zervos to submit to Jason Butcher. The Strategic Plan will be posted on the RESA-6 website.**

 **OEPA Best Practices (Attachment D) – Ms. Kajfez provided the Board with 13 Best Practices that RESA-6 utilizes. The Best Practices have been submitted to OEPA for their review and for their assessment. Ms. Kajfez explained the RESA Monitoring Report (RMR), new this year, which included documentation about Areas of Service, Policy Compliance, and Best Practices of RESAs. Thirteen RESA-6 Best Practices were uploaded to the OEPA (Attachment D). Susan O’Brien will review each practice and determine if they qualify as Best Practice or listed as a Good Practice.**

**Susan O’Brien will be participating at PRI to assist with preparation for 2017-2018 OEPA on-site visits.**

 **PBIS Training (Attachment E) – Mr. Paolo has requested PBIS Training at the regional level. Ms. Hogan and Mr. Paolo met with the county Special Education Directors and had a commitment to support 10 schools as required by the Marshall University Harless Center who conducts the PBIS Training for the WVDE.**

 **RESA-6 Newsletter (Enclosure) – Mr. Zervos commended RESA-6 staff and especially Ms. McConnaughy for publishing the Fall RESA-6 newsletter. A copy was provided to each Board Member and digital copies were sent by Director’s to each of their list serves.**

 **Joe Paolo – Out of Region Travel, Gaylon, Texas - WV State Transition Team for the WVDE Systemic Improvement Plan (SSIP) – On a motion by Ms. Phillips, with a second by Ms. Hohman, the out of region travel for Joe Paolo to Gaylon, Texas for the WV State Transition Team for The WVDE Systemic Improvement Plan (SSI)) was approved. The funds for this travel will be provided by the RESA-6 Special Education Grant.**

 **Annual Financial Statements (Attachment F) – On a motion by Ms. Kidder, with a second by Ms. Phillips, the Annual Financial Statements as provided by Mr. Minnich outlined in Attachment F were approved.**

 **Carryover Budget (Attachment G) – On a motion by Mr. Jones, with a second by Mr. Hince, the Carryover Budget as provided by Mr. Minnich and outlined in Attachment G was approved.**

 **Budget Supplements (Attachment H) - On a motion by Ms. Phillips, with a second by Ms. Hohman, the Budget Supplements as provided by Mr. Minnich and outlined in Attachment H were approved.**

 **Budget Status Report (Attachment I) – On a motion by Phillips with a second by Ms. Hohman, the Budget Status Report as provided by Mr. Minnich and outlined in Attachment I were approved.**

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

 **West Virginia Board of Education Agenda (Handout) – A copy of the October WVDE Agenda was provided to the Board.**

 **PERSONNEL:**

 **On a motion by Ms. Hohman, with a second by Mr. Hince, the following personnel items were approved:**

 **Employment**

 **Post and employ Educational Sign Language Interpreter I**

 **Employ Andrew Locke – Part-time PST Instructor**

 **Resignation**

 **Sheila Nelson, Educational Sign Language Interpreter I, pending resignation letter**

 **Retirement**

 **Doug Blanco, November 30, 2016**

 **Talent Pool**

 **Doug Blanco, December 1, 2016**

 **Family Medical Leave**

 **Kim McConnaughy – October 31, 2016 – Tuesday, November 15, 2016**

**WEST VIRGINIA DEPARTMENT OF EDUCATION REPORT:**

**OTHER CONCERNS:**

 **The attorney for RESA-2, Leslie Tyree, is willing to assist other counties with legal services. Any counties interested please contact Mr. Zervos at** **nzervos@k12.wv.us** **or 304 639-3918.**

**ADJOURNMENT:**

 **On a motion by Mr. Hince, with a second by Ms. Phillips, the meeting was adjourned.**

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**Co-Chairperson Executive Director/Secretary**

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