

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

**RESA-6 Training Room
(conference call (weather dependent)
Wheeling, WV 26003**

**Wednesday, February 13, 2013
3:30 p.m.**

MINUTES

MEMBERS PRESENT: Patsy Brancazio, Shelby Haines, Kathy Kidder Wilkerson, Linda Kirk, James Lazear, Barbara Logue, Beth Phillips, Suzan Smith, Dianna Vargo

OTHERS PRESENT: Nick P. Zervos, Greg Minnich, Rick Redd, Amy McMillan, Marian Kajfez (conference call) Lou Maynus (conference call) (for Amelia Courts), James Jordan (for Chris Carder),

CALL TO ORDER: The meeting was called to order at 3:30 p.m. by Ms. Kidder Wilkerson.

APPROVAL OF MINUTES:

On a motion by Ms. Smith, with a second by Mr. Brancazio, the Board approved the minutes of the January 16, 2013, meeting.

NEW BUSINESS

Medicaid Report (Attachment B) - On a motion by Ms. Phillips, with a second by Mr. Jordan, the Board approved the February 1, 2013 Medicaid report prepared by Mrs. Wojcik in the aggregate amount of \$2,516,460.65 (from 7/1/12 through 1/31/13) for the RESA- 6 counties.

Bowles, Rice Teleconference – Mr. Zervos informed the Board that Bowles, Rice will be holding a teleconference with Dr. Phares recapping the Governor’s State of the State address. This teleconference is to be held on Thursday, February 14, 2013 at the Bowles, Rice Offices located in South Point, PA.

Math I - Ms. Maynus spoke to the Board regarding the implementation of Math I. She indicated that this curriculum accelerated the Math program at the middle level and better prepared students for smarter balanced assessment. She said the Math I program was more

rigorous than the old Algebra program and that the 8th grade math concept is two thirds Algebra. She informed the Board that Math I lab students will get credit including retroactive credit.

Legislative Visits (Attachment B) – The Board received a chart providing opportunities for RESA Administrators, County Board Members and Superintendents to visit Legislators. This was request by Mr. Rick Hicks of the WV Association of School Administrators. RESA-6 is scheduled to visit during the week of April 1 – April 5, 2013.

AEPA Cooperative Purchasing (Attachment C) – Mr. Minnich outlined the steps in purchasing from the AEPA Cooperative. Attachment C provided information about the benefits and a list of vendors participating.

Special Education and School Improvement Updates (Attachment D) – Ms. McMillan provided the Board with a list of 9 items discussed with RESA-6 Special Education Directors. She discussed in detail each of those items and their effect on School Improvement.

Additional Request for Personnel (Attachment E) – Attachment E provided the Board with a list of personnel requested from the State Board of Education, Wade Linger, Jr., WVBOE President, by the 8 RESAs. RESA-6 requested the following personnel: Staff Development, School Improvement and Tech Integration Specialist. Wade Linger, Jr., WVBOE President requested the list.

Educator Evaluation Professional Development Training Needs (Attachment F) – Attachment F was a survey developed by Dr. Courts requesting Superintendents to provide information on additional Professional Development needed for the implementation of the new teacher evaluation system. Each Superintendent is to return the survey information to Mr. Zervos who would then compile and forward it to Dr. Courts.

Next Generation Standards MOU and Educator Enhancement Academy 5/20/13 and 7/15/13 (3 days each) - EEA Strategic Plan (Attachment G) - Next Generation WVCSSO “Educator Enhancement Academy” (EEA) will be a regional event. Mrs. Kajfez introduced the Rationale of RESA 6 Capacity Building for the five counties, along with the SMART Goal and the Detailed Goal. A Review of the Roll-out which was included in the Board packet was completed. The Graphic Organizer being utilized as the Strategic Plan for The 48 Teacher Trainers of Trainers (The 48 TOTs) was distributed with the names of The 48 TOTs submitted at this time. Rick Redd spoke about the “Titles” assigned to the various groups with reference to the Defining Role, Frequency and Job for each Group. A discussion ensued about Regional agreement for consistent payment for preparing, attending and training for EEA. All counties supported the agreement of consistency the County Planning Team worked through during the three planning meetings previously held. The RESA 6 Memorandum of Understanding (MOU) was signed by the Superintendents present and the remaining will be obtained. The RESA 6 Plan for Next Gen WVCSSO EEA is ready to submit to Dr. Phares, State Superintendent, WVDE. On a motion by Ms. Kirk, with a second by Mr. Jorden, the Next Generation Standards MOU provided in Attachment G was approved.

Finance Project Discussion - Mr. Minnich reported on a finance project to develop monthly close procedures and annual close procedures that incorporate various methods to

streamline and automate the process. Mark Obermann and Jim Tuel will be utilized to research Tyler County's efficient monthly close procedures and produce a generic template for all counties. Dave Palmer will be utilized to write Sequel queries and Mr. Minnich, Mark and Jim will modify the financial template to produce a more efficient template and process for the fiscal close. The plan is to reduce errors, frustration, and time devoted to the fiscal close as well as reduce or eliminate the struggle to meet related deadlines by maximizing the use of automation. The intent is to develop an efficient method for closing and then customize that for each county's unique need. Mr. Minnich will utilize some RESA reserves to initiate the project, and then as the scope and cost come into focus; review the costs with county staff. Mr. Minnich received consensus to proceed.

Budget Status Report (Handout) – On a motion by Ms. Smith, with a second by Ms. Vargo, the Budget Status Report as provided in the handout and presented by Mr. Minnich was approved.

Supplements and Transfers (Handout) - On a motion by Smith, with a second by Ms. Vargo, the Supplement and Transfers as provided in the handout and presented by Mr. Minnich were approved.

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

WVBOE Agenda (Enclosure) - The RESA-6 Regional Council was provided with the February State Board meeting agenda.

PERSONNEL:

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

Employment

Post and Employ Extended Day Title I Tutor for Parochial Schools – part-time

Post and employ part-time LPN/Aide and Contracted School Based Social Worker/Mental Health Specialist

WEST VIRGINIA DEPARTMENT OF EDUCATION REPORT

Ms. Maynus gave the report for Dr. Courts. She addressed the recent State Board Meeting and spoke to the following items:

- Jim DeNova addressed the Board and gave support for the emphasis for Professional Development at the regional level.
- Howard O'Cull informed the Board on what trainings would take place for School Board Members statewide.
- The State board is currently writing their legislative priorities.

- **State Board is addressing the need for Next Generation Standards to be addressed at the higher education level.**

OTHER CONCERNS:

- **Ms. Smith expressed concern about the Penn-Foster Virtual School taking students from Hancock County. The school requires only 21 credits and the cost to parents is only \$1,500 a year. Nineteen students have left Hancock County Schools for this program.**
- **The Board was provided with the most recent chart (enclosed) regarding teenage pregnancy in West Virginia.**
- **The Success at the Middle College Program at WVNCC was applauded.**
- **ACAM Training to take place at RESA-6 on Thursday, February 21, Friday, February 22, Monday, February 25 and Tuesday, February 26.**
- **Driver's Safety Training is still being reviewed for best offers.**

ADJOURNMENT: On a motion by Ms. Smith, with a second by Mr. Brancazio, the meeting was adjourned.

Co-Chairperson

Executive Director/Secretary

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