

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

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

**Wednesday, October 17, 2012
6:00 p.m.**

MINUTES

MEMBERS PRESENT: Patsy Brancazio, Amelia Courts, Chris Carder, Shelby Haines, Heidi Hohman, Katy Kidder Wilkerson, Linda Kirk, James Lazear, Barbara Logue, Beth Philipps, Suzan Smith, Dianna Vargo

OTHERS PRESENT: Nick P. Zervos, Greg Minnich, Robert Dunlevy, Kathy Finsley, Marian Kajfez, Rick Redd, Amy McMillan, Caryn Puskarich

CALL TO ORDER: The meeting was called to order at 6:00 p.m. by Mr. Brancazio.

APPROVAL OF MINUTES:

On a motion by Ms. Smith, with a second by Ms. Carder, the Board approved the Minutes of the September 12, 2012, meeting.

COMMUNICATIONS:

Linda Ritz – Thank you card (Attachment A) – Mr. Zervos shared Ms. Ritz's note with the Board thanking them for the retirement gift.

Lisa Wilcox – Audit Report (Attachment B) – On a motion by Ms. Smith, with a second by Mr. Brancazio, to include in the minutes was a letter from Lisa Wilcox, Coordinator of Finance for the WVDE stating that there were no findings in the RESA audit report and that the audit file for 2011 fiscal year is considered closed.

NEW BUSINESS:

Kathy Finsley – Steptoe & Johnson – Legal Services (Attachment C) – Kathy Finsley, J.D. , Attorney for Steptoe and Johnson informed the Board that she could assist local Boards of Education on such issues as Special Education, Due Process, Hearings, Grievance Hearings, Policy Development, Citizens Appeals and Personnel Letter Writing, Students Rights and Responsibilities and Staff Development. All at a very competitive price.

“It Does Matter” Campaign and U.S. Inspector General’s Office Survey (Attachment D) – Ms. Puskarich advised the Board about the WVDE “It Does Matter” campaign initiative to reduce bullying in schools. Ms. Puskarich handed out packages at the PRI to school principals containing resources and ideas for promoting safe learning environments.

Strategic Plan and Goals (Handout) – On a motion by Ms. Smith, with a second by Ms. Kirk, the Strategic Plan and Goals provided to the Board were approved. The Executive Director is to forward a copy of both to Mr. Charles Heinlein, Deputy State Superintendent of Schools.

Draft – Fall Newsletter (Handout) – The Board was provided with the RESA-6 Quarterly Newsletter compiled by Ms. McConnaughy. It featured many of the services provided and would be electronically emailed by each Director to their list serve.

Medicaid Report (Attachment) On a motion by Ms. Phillips, with a second by Mr. Brancazio, the Board approved the October 1, 2012 Medicaid report prepared by Mrs. Wojcik in the aggregate amount of \$1,212,334.15 (from 7/1/12 through 09/30/12) for the RESA- 6 counties.

Draft – WVBOE Goals and Strategic Plan (Attachment F) – Mr. Zervos provided the Regional Council with recently approved WVBOE Goals and Strategic Plan.

Proposed – WV Accreditation System (Policy 2320) (Attachment G) – The Board was provided with Attachment G outlining a proposed draft model of the statewide Accreditation System. Ms. Smith and Mr. Zervos both served on this committee.

AEPA Purchasing (Attachment H) – The Board was provided with a legal interpretation regarding AEPA administrative fees found in Attachment H. The interpretation did not find a basis under which an administrative fee charged by a RESA to a Board of Education for the benefit of allowing the Board to contract with a vendor secured through the AEPA Cooperative may be deemed illegal.

Update of SB 592 PCII and ACAM Training – Mr. Zervos requested assistance from each of the superintendents to encourage all identified school and county asset managers to complete the S.B. 592 required PCII and ACAM Training.

SPL Support – Amy McMillan and Rick Redd (Attachment I) – Mr. Redd and Ms. Kajfez provided and reviewed with the Board Attachment I a framework for providing RESA-6 SPL Support for local school districts.

Contract with NPWIB (Attachment J) – On a motion by Ms. Kirk, with a second by Ms. Carder, the Board approved the agreement with the NPWIB in Attachment J.

Drug and Alcohol Personnel Issues Discussion – A request was made by Ms. Watt that RESA-6 work with the counties to secure staff development for administrative

personnel to help them deal with drug and alcohol personnel issues. Mr. Zervos would work with county superintendents to find programs supporting this need.

Fiscal Year 2012 Financial Statements (Attachment K) – On a motion by Ms. Smith, with a second by Ms. Kidder, the Fiscal Year 2012 Financial Statements were approved as presented by Mr. Minnich.

Carryover Budgets (Attachment L) – On a motion by Ms. Smith, with a second by Mr. Lazear, the Carryover Budgets as outlined by Mr. Minnich were approved.

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

Checks Issued (Attachment N) - On a motion by Mr. Lazear, with a second by Mr. Brancazio, the RESA-6 Checks Issued in Attachment N and presented by Mr. Minnich were approved.

West Virginia Board of Education Amended Agenda (Enclosure) – The WVBOEs September agenda was attached as an information item to Regional Council Members.

PERSONNEL:

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

Employment

Flora Shoe, Sign Language Specialist, Hancock County Schools, October 8, 2012
 Permission to employ Barbara Haspel as Sign Language Specialist –Woodsdale School
 Permission to post ½ time Sign Language Specialist – Brooke County

WEST VIRGINIA DEPARTMENT OF EDUCATION REPORT: Mrs. Courts provided the Board with a WVDE report thanking RESA-6 for the outstanding PRI on evaluation. She also informed the Board that the following items were discussed at the October SBOE Meeting:

- Technology and Student Needs
- Proposed OEPA Document
- WVDE Audit Report
- “It Does Matter” Bullying Program
- Professional Teacher/Leader Report Cards for Instruction

OTHER CONCERNS:

- There was a discussion of dock days and policies used by RESA-6 counties

- **Bus Shortage of Driver Substitutes**
- **Cooperative Purchasing with AEPA**

ADJOURNMENT: Mr. Brancazio adjourned the meeting.

Co-Chairperson

Executive Director/Secretary

12oct17minutes