**ORDER OF BUSINESS**

**OF THE**

**RESA-6 REGIONAL COUNCIL**

**RESA-6 Training Room**

**Wheeling, WV 26003**

**Thursday, April 23, 2015**

**9:00 a.m.**

**MINUTES**

**MEMBERS PRESENT: Michele Blatt, Shelby Haines, Chad Haught, Michael Hince, Kathy Kidder Wilkerson, Linda Kirk, Beth Phillips, David Smith, Suzan Smith, Robert Yeager**

**OTHERS PRESENT: Nick Zervos, Jason Butcher, Greg Minnich, Marian Kajfez, Joe Paolo, Mike Pickens, Sheila Diaz**

**CALL TO ORDER: The meeting was called to order at 9:00 a.m. by Ms. Smith. Ms. Smith recognized Dr. Jim Wilson, Member of the State Board of Education, Mike Pickens, WVDE and Sheila Diaz, WVDE.**

**APPROVAL OF MINUTES: On a motion by Ms. Kidder, with a second by**

**Ms. Kirk, the Board approved the minutes of the March 19, 2015 meeting**.

**NEW BUSINESS:**

 **Mike Pickens – Crisis Response Plan – Mr. Pickens reminded the Board that all school districts must have a completed Crisis Response Plan as outlined in Senate Bill 592 by August 13, 2015. He then introduced Sheila Diaz who outlined the components required on the School Crisis Response Plan. Enclosed are copies of her power point and handout which defined the process. Ms. Diaz can be reached at** **sheila.diaz@k12.wv.us** **for further information and/or technical assistance. An electronic copy of her information will be emailed to each Superintendent by Mr. Zervos.**

 **Graduate Credit Review – Marian Kajfez (Attachment A) -** **Action Research Projects on chart with WVU Graduate Credit offered in RESA 6 schools. Three hours costing $227.00 for 15 face-to-face class hours and 30 additional hours reading any resources, integrating these strategies into classrooms, reflecting on the student engagement, sharing work and reflections with Professional Learning Communities (PLCs), refining strategies or adding additional strategies to incorporate and designing an action plan for student academic success. The chart shows RESA 6 Graduate Credit classes for first semester, second semester and summer session**.

 **OEPA Data Review - Marian Kajfez - OEPA reports for each county (totaling 1800 pages) were reviewed by the FAST Team. The Data was disaggregated into a one page chart of Ratings and a 32 page report sorted by High Quality Standards with color coded comments relevant to ratings raised or lowered by OEPA. This disaggregation was further shortened by comparing commonalities of needs. The final document at this time is 15 pages plus the one page ratings chart. The rating charts have been consolidated into three programmatic specific charts with emerging ratings highlighted to show regional areas of need.**

**The FAST Team along with Mr. Zervos have been invited to share this disaggregation work with the State Board in June. Jason Butcher, liaison with WVBOE, commented that he and Susan O’Brien, OEPA Director, visited last week and were “floored” by the OEPA Disaggregation Process being designed here. The hope is the process can be replicated across the state.**

 **Catalyst Schools – Next Steps (Attachment B) - Catalyst Schools, Cohort II, were reviewed along with the attachments. Each County Superintendent has been in a conversation about which schools to choose as Catalyst Schools. The components of Catalyst Schools were reviewed along with the OEPA Ratings Chart sent last week. Schools have been designated and informed of training in July. Counties will be financially supporting the Catalyst Schools.**

 **Each Superintendent shared the name of their Catalyst/Cohort II School.: HCS: Weir MS/Sara Parsons, Principal. BCS: Hooverson Heights Primary/Nicole Ennis, Principal. OCS: Middle Creek Elementary/Michelle Snyder, Principal. MCS: Hill
Top Elementary/Cindy McCutcheon, Principal. WCS: Hundred HS/Dan Gottran, Principal. RESA 6 will submit Catalyst School designations to WVDE by the May 1, 2015 deadline.**

**Graduation 20/20 and Memorandum of Understanding and posting (Attachment C) - The documents in Attachment C were reviewed. Counties will become eligible to participate in the Graduation 20/20 Initiative the same year as they are monitored by the WVDE-OSP. For the 2015-2016 school year, all Marshall County, the only RESA 6 District being monitored, middle schools and high schools have the opportunity to participate. The WVDE – OSP will provide $5,000 per school over a two year period. If four schools participate, then over the two year period $20,000 would be funded. Two charts handed out separately that compared each county’s graduation rate and drop-out rate to WV’s performance.**

**The Graduation 20/20 two year implementation process and the role of the WVDE-OSP, RESAs, Districts and Schools were explained. Also, the integration NDPC-SD, DPIF and CEEDAR, along with their online data tools into the process. To align with the WVDE State Systemic Improvement Plan, RESA 6 will submit a Regional Systemic Improvement Plan (RSIP) to WVDE-OSP as part of this year’s Grant.**

 **The Memorandum of Understanding (MOU) between WVDE-OSP, RESAs, Districts and Schools was reviewed and accepted by the Regional Council. The Graduation 20/20 Regional School Support Specialist (RS³) job description, funded by WVDE-OSP, was reviewed and accepted by the Regional Council to POST. The Graduation 20/20 Initiative is an ‘opt-in’ program.**

 **Dr. Helen Hazi Article - School Report Cards (Attachment D) – A research article regarding grading schools was provided to the Board. This research analysis was provided at the National Education Policy Center and emailed to Mr. Zervos by Dr. Helen Hazi, Professor of Educational Leadership at WVU.**

 **SPOKES Lease Renewal – Steelton Plaza – Joseph Freeland (Attachment E) – On a motion by Mr. Hince, with a second by Mr. Smith, the SPOKES Lease Renewal for 2015 – 2016 with Joseph Freeland, Steelton Plaza was approved.**

 **RESA Funding for 2015 – 2016 (Attachment F) – The final computations and allocations of allowance for the eight RESAs were provided to the Board in Attachment F. RESA-6 will receive $383,112 for the 2015 – 2016 school year.**

 **Contract Renewal with Winans Services (Attachment G) – On a motion by Ms. Phillips, with a second by Ms. Kirk, the contract renewal as presented in Attachment G with Winans Services for Hancock County SPOKES Program at the Weirton Center was approved.**

 **Medicaid Report (Attachment H) - On a motion by Mr. Hince, with a second by**

**Mr. Smith, the Board approved the April 1, 2015 Medicaid Report prepared by**

**Ms. Wojcik in the aggregate amount of $2,525,577.07. In addition a letter was provided to the State Superintendent of Schools and State Director of Special Education outlining problems and issues in the processing of Medicaid data enclosed. (Enclosure)**

 **WVDE Agenda (Attachment I) - A copy of the WVDE Agenda for 4/8/15 was provided to the Board.**

 **Spring Newsletter (Enclosure) – Mr. Zervos acknowledged the RESA-6 Directors for writing the articles found in the spring newsletter and praised Ms. McConnaughy for her excellent work compiling the articles and providing colorful graphics and pictures.**

 **Paper Bid (handout) – On a motion by Ms. Kidder, with a second by Ms. Phillips, the Paper Bid as presented in the handout by Mr. Minnich was approved. The bid was awarded to Liberty Distributors.**

 **Audited Financial Statements for FY2015 (Attachment J) – On a motion by Mr. Yeager, with a second by Mr. Hince**

 **Supplements/Transfers (Handout) - On a motion by Ms. Phillips, with a second by Ms. Kirk, the Supplements / Transfers as presented by Mr. Minnich and outlined in the handout were approved.**

 **Budget Status Report (Handout) - On a motion by Mr. Hince, with a second by Ms. Phillips, the Budget Status Report as presented by Mr. Minnich and outlined in the handout was approved.**

 **Checks Issued (Handout) - On a motion by Ms. Phillips, with a second by Mr. Hince the RESA-6 Checks Issued as presented by Mr. Minnich and outlined in the handout were approved.**

**PERSONNEL:**

 **On a motion by Mr. Hince, with a second by Mr. Smith, the Board approved the following personnel items:**

 **Employment**

**Permission to post and employ Graduation 20/20 Regional School Support Specialist (RS3)**

**Mutual Agreements:**

 **Dennis Weisenborn – 261 days to 230 days**

 **Larry Green – 261 days to 230 days Technology Repair**

 **Doug Blanco – 261 days – 133 days**

**Reduction in Force**

 **2 positions - because lack of need due to elimination funding source**

**WEST VIRGINIA DEPARTMENT OF EDUCATION REPORT**

**Executive Director’s Evaluation - On a motion by Mr. Smith, with a second by Ms. Phillips, the Board approved Mr. Zervos’ 2014 – 2015 evaluation as compiled by co-chairs, Ms. Smith and Ms. Kirk. Ms. Smith indicated that the RESA-6 Regional Council is extremely pleased with Mr. Zervos’ work ethic, commitment, and competence and feels that he goes above and beyond the expectations of an Executive Director. Additional information is in his personnel file (Enclosure)**

**OTHER CONCERNS**

 **Ms. Smith informed the Board that Hancock County had lost a grievance dealing with Autism Mentors. The hearing officer suggested that the Grievance was lost because the WVBE Policy provided to Superintendents was ruled unconstitutional by the Grievance Hearing Officer.**

**ADJOURNMENT:**

 **Ms. Smith adjourned the meeting.**

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**Co-Chairperson Executive Director/Secretary**

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