

STRATEGIC PLAN

2013-2014

*Regional Education  
Service Agencies*

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RESA

• *seven* •

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A powerful engine for education

**INTRODUCTION**

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Technical assistance to low-performing schools and school systems.....  
Providing high quality, targeted staff development designed to enhance the performance and progress of students .....  
Facilitating coordination and cooperation among county boards/cost savings.....  
Installing, maintaining and/or repairing education related technology equipment and software.....  
Receiving and administering grants under the provisions of federal and/or state law.....  
Developing and/or implementing any other programs or services as directed by law or by the State Board of Education .....

**CONTACT INFORMATION**

Personnel Contact Information .....



## **West Virginia Board of Education**

Gayle C. Manchin., President,  
Michael I. Green , Vice-President  
Robert W. Dunlevy, Secretary  
William M. White  
Lloyd G. Jackson II  
L. Wade Linger Jr  
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James Skidmore, Ex Officio  
Chancellor, West Virginia Council for Community and Technical College  
Education

Dr. Jorea M. Marple, Ex Officio  
State Superintendent of Schools

### **MISSION**

The West Virginia Board of Education establishes policies and rules to assure implementation of West Virginia's Education goals and to ensure the general supervision, oversight and monitoring of a thorough and efficient educational system.

### **GOAL**

The West Virginia Board of Education will provide a statewide system of education that ensures all students graduate from high school prepared for success in high-quality postsecondary opportunities in college and/or careers.

### **RATIONAL**

The future quality of life for the citizens of West Virginia is directly linked to the performance of our students. Today's students are tomorrow's wage earners and tax payers. Low student achievement levels, decreasing graduation rates and ranking among the nation's lowest levels of post-secondary transition are all bleak predictors of West Virginia's future. We must strive to prepare our graduates to meet the requirements of high quality jobs needed within West Virginia and nationally. In addition to career preparedness, many systemic public issues like obesity, drug dependence, teen pregnancy, and crime are statistically linked to the overall level of education. Thus, unless our education system improves and our young people are prepared to be productive and responsible members of our society, the state will have decreasing resources to support the infra-structure and services essential to attracting economic growth and elevating the overall quality of life of its citizens.

## **WV STATUTE §18-2-26**

### **WV BOARD OF EDUCATION (WVBE) POLICY 3233**

WV Code §18-2-26 and WV Board of Education (WVBE) Policy 3233 identifies six areas of services for RESAs which include:

1. Providing technical assistance to low-performing schools and school systems.
2. Providing high quality, targeted staff development designed to enhance the performance and progress of students;
3. Facilitating coordination and cooperation among county boards within their respective regions in such areas as cooperative purchasing; sharing of specialized personnel, communications and technology; curriculum development; and operation of specialized programs for exceptional children;
4. Installing, maintaining and/or repairing education related technology equipment and software with special attention to the state technology initiatives;
5. Receiving and administering grants under the provisions of federal and/or state law;
6. Developing and/or implementing any other programs or services as directed by law or by the State Board of Education.

## **REGIONAL COUNCIL 2013-2014**

### **Barbour County**

Dr. Joseph Super, Superintendent  
Dr. Bob Wilkins, Board Member

### **Doddridge County**

Mr. Rick Coffman, Superintendent  
Mr. Roger “Jack” Bell, Board Member

### **Gilmer County**

Mr. Ron Blankenship, Superintendent  
Dr. William K. Simmons, Board Member

### **Harrison County**

Ms. Susan Collins, Superintendent  
Mr. Gary Hamrick, Board Member

### **Lewis County**

Dr. Joseph Mace, Superintendent  
Ms. Sylvia McNeish, Board Member

### **Marion County**

Mr. Gary Price, Superintendent  
Rev. James Saunders, Board Member

### **Monongalia County**

Dr. Frank Devono, Superintendent  
Dr. Clarence Harvey, Board Member

### **Preston County**

Mr. Rick Hicks, Superintendent  
Mr. Robert “Mac” McCrum, Board Member

### **Randolph County**

Mr. Terry George, Superintendent  
Mr. Edward Tyre, Board Member

### **Taylor County**

Mr. Bob Maynard, Superintendent  
Mr. Richard Teagarden, Board Member

### **Tucker County**

Dr. Eddie Campbell, Superintendent  
Mr. Jared Parsons, Board Member

### **Upshur County**

Mr. Roy Wager, Superintendent  
Dr. Greenbrier Almond, Board Member

### **West Virginia Department of Education**

Mr. Joe Panetta, Assistant State Superintendent

### **Curriculum Director**

Mr. Stephan Wotring, Barbour County

### **Teacher Representative**

Ms. Theresa McAbee, Lewis County

### **Principal Representative**

Mr. Rockie DeLorenzo, Marion County

### **Higher Education Representative**

Dr. Jeani Hawkins, Dean Regional Academics, Pierpont C&TC  
Dr. Lynne Schrum, Dean College of Education, WVU

## **MISSION STATEMENT**

To provide high quality, cost effective,  
life-long education programs and services  
to students, schools, school systems and communities.

## **VISION STATEMENT**

To serve the educational needs  
of the total community.

# AREAS OF SERVICE

**AREA OF SERVICE #1:** Technical assistance to low-performing schools and school systems.

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
1.1 Serve the focus schools with program planning, implementation support and PD for effective interventions that meet the gap areas identified for each school.	Complete diagnostic visits/reports and debriefs for each school, RESA/LEA FAST Support Group meetings and PD based on School Strategic Plan	Diagnostic reports, log of technical assistance visits from each Lead, meeting agendas, PD sign in sheets and evaluations	1,5	Administrative Assistant of Special Education, Lesa Hines
1.2 Provide leadership to schools that have been identified as low performing “or as requested” to enhance culture, instructional practices, and student engagement to maximize learning as evidenced by school improvement activities during the 2013 – 2014 school year.	Collaborate with the staff development, council and local curriculum and instruction directors to provide technical assistance to schools / counties to increase proficiency in content areas.	Documentation of IPI trainings, overviews, IPI data collections, faculty conversations, and typologies conducted  Documentation of evaluations and sign-in sheets	1,4,5	Administrative Assistant of Curriculum and Instruction, Jeovanna Lacaria
1.3 During the 2013-2014 school year, support will be provided to districts that have been identified as “in need of assistance/improvement” on the LEA Determinations and during the WVDE OSP	Collaborate with the WVDE and local special education directors to provide technical assistance to districts in order to increase growth of students with disabilities in content areas.	Document improvement activities/trainings in each district.	1	Administrative Assistant of Special Education, Lesa Hines



<b>Measurable Objectives</b>	<b>Action Plan/Activities</b>	<b>Progress/ Evaluation Outcome(s)</b>	<b>WVBE Priority</b>	<b>Program/ Person Responsible</b>
monitoring process to support achievement and personalized learning.				
1.4 ABE Programs not meeting the performance standards required by the state/federal governments will be identified by March 2014.	Each grantee receiving funds to implement Adult Basic Education classes will be reviewed by the RESA 7 Regional Coordinator/State Staff to determine areas of program operation that do not meet the negotiated performance standards. The review of class performance data is presented in the Adult Education Management Information System(AEMIS), which is online. Such performance indicators show percentages achieved measured against performance required. Where standards are not met, technical assistance will be conducted to assist programs to perform at a higher level. Where indicators of low performance are noted in AEMIS by a grantee, the provision of a STAR(strategic technical assistance review) may be completed. This review will consist of a team of experienced ABE staff to perform an on-site and review the program operation. The intent of the STAR is to plan technical assistance which may include: mentoring, AEMIS data entry/review, recruitment, retention, curriculum, technology, etc intended to assist the teacher to better serve students and work towards achieving performance measures.	AEMIS reports		ABE Regional Coordinator, Anne Mezzanotte
1.5 By correlating extended-school day / year and regular-day learning experiences, students who participate in Project ISAAC will	Prepare hands-on lesson plans for grade-specific content areas (focusing on Reading and Math) and student deficiencies. Communicate student progress regularly to parents and regular classroom teachers.	Increased student performance in basic skills as demonstrated by student rotation schedule, teacher	2, 3	Project ISAAC Specialist, James Rubal

<b>Measurable Objectives</b>	<b>Action Plan/Activities</b>	<b>Progress/ Evaluation Outcome(s)</b>	<b>WVBE Priority</b>	<b>Program/ Person Responsible</b>
meet or exceed West Virginia's designated Adequate Yearly Progress (AYP) benchmark on the state achievement test for the duration of the grant.		surveys, lesson plans, and attendance data from EZ Reports, 21 <sup>st</sup> CCLC Data Collection System and/or PPICS.		
1.6 Students attending Project ISAAC will have the opportunity to participate in enrichment activities including, but not limited to, music, the arts, technology applications, math, language, history, social studies and science as evidenced by EZ reports, 21 <sup>st</sup> CCLC Data Collection System, lesson plans, and pre/post surveys.	Create list of monthly enrichment activities. Document student attendance, activities, and collect and review lesson plans.	Enrichment and rotation schedules, lesson plans, and presenter list.	2,3	Project ISAAC Specialist, James Rubal
1.7 Students participating in Project ISAAC will improve health, wellness, social, and emotional behaviors as evidenced by pre / post surveys, fitness gram results, and WVEIS reports.	Create lesson plans that target the improvement of health and wellness. Communicate regularly with the physical education teacher at the site. Create a schedule to allow for a mandatory thirty-minute recreation period. Schedule presenters and activities that promote a healthy lifestyle and nutritional understanding.	After school health and wellness will be documented by attendance data, class rotation schedule, recreational activities, and lesson plans.		Project ISAAC Specialist, James Rubal

<b>Measurable Objectives</b>	<b>Action Plan/Activities</b>	<b>Progress/ Evaluation Outcome(s)</b>	<b>WVBE Priority</b>	<b>Program/ Person Responsible</b>
1.8 Provide technical assistance and professional development resources for schools identified as Priority Schools throughout the 2013-2014 year.	Collaborate with RESA 7 staff, county administrators, and WVDE staff to provide technical assistance and professional development as requested	Documentation of meeting minutes, training activities/agendas, sign-in sheets and evaluations	4, 5	Mary Lewis,  Director of the Executive Office
1.9 Provide technical assistance as needed to schools identified as Priority, Focus, Support, or Title I by June 2014.	Technical assistance as needed for RESA 7 schools identified as Priority, Focus, Support, or Title I in the following areas Bullying prevention Nutrition Physical activity (Let's Move Activities- (e.g. Kinected Schools, Playworks and other Statewide initiatives) Substance abuse prevention Suicide prevention Teen pregnancy prevention Tobacco prevention Community school initiatives/efforts	Document visits and meetings at Priority, Focus, Support, and Title I schools.		Regional School Wellness Coordinator, Brooke Michael.

**AREA OF SERVICE #2:** Providing high quality, targeted staff development designed to enhance the performance and progress of students.

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
2.1 Conduct a minimum of 6 regional trainings and 1 training at Fairmont State on the College Foundation of West Virginia Web-portal by July 1, 2014	Invite all Middle and High School Counselors and Teachers, ABE and SPOKES staff, College Admissions and Financial Aid staff and others interested in college access in RESA 5, 6, and 7 to trainings conducted at the RESAs and Fairmont State	Documentation of trainings, evaluations and sign-in sheets	3	College Access Training Director, Anna Casale
2.2 Train at least 80 people in RESA 5, 6, and 7 and Braxton County on the CFWV Web-portal by July 1, 2014	Schedule regional trainings and school visits to train individuals in the 26 county area.	Documentation of trainings, evaluations and sign-in sheets	3	College Access Training Director, Anna Casale
2.3 Increase teacher and administrator knowledge, skills and abilities by providing professional development and technical assistance “as requested” evidenced by sign-in sheets and evaluations during the 2013-2014 school year.	Provide requested PD / technical assistance and professional development including but not limited to: RESA 7 Administrators Forum, Educator Evaluation Trainings, Common Core / NxG Trainings, Black Belt Certifications, and the WV Regional Conference on Bullying	Documentation of professional development / training activities, evaluations, and sign-in sheets	4,5	Administrative Assistant of Curriculum and Instruction, Jeovanna Lacaria  Math Coordinator, Kim Goff
2.4 Increase teacher and administrator knowledge by providing professional development and / or resources that are based on research, local achievement data, policy, and survey results as evidenced	Collaborate with the RESA 7 County Curriculum Directors and Staff Development Council to align and provide the requested professional development.  Facilitate and / or provide the requested	Documentation of professional development / training activities, evaluations, needs assessments, and sign-in sheets	4,5	Administrative Assistant of Curriculum and Instruction, Jeovanna Lacaria

<b>Measurable Objectives</b>	<b>Action Plan/Activities</b>	<b>Progress/ Evaluation Outcome(s)</b>	<b>WVBE Priority</b>	<b>Program/ Person Responsible</b>
through sign-sheets and evaluations during the 2013-2014 school year.	<p>professional development or technical assistance.</p> <p>Provide follow-up and additional trainings as needed based on evaluations and future needs assessments.</p>			Math Coordinator, Kim Goff
2.5 Increase educator and administrator knowledge by providing support and technical assistance for the full implementation as requested and needed of the New Educator Evaluation System for Principals, Teachers, and Counselors during the 2013 – 2014 school year.	<p>Collaborate with RESA 7 County Curriculum Directors and the Staff Development Council to assist member schools in the full implementation of the New Educator Evaluation System.</p> <p>Provide trainings / support as requested.</p>	Documentation of professional development / training activities, evaluations, and sign-in sheets	4,5	Administrative Assistant of Curriculum and Instruction, Jeovanna Lacaria
2.6 Facilitate coordination and follow-up with member counties to ensure successful implementation of the RESA 7 Common Core / NxG 2013 – 2014 Timeline.	<p>Coordinate and facilitate monthly Common Core Committee Meetings.</p> <p>Create and Provide members with agendas and meetings minutes.</p> <p>Periodically review and revise timeline to ensure successful implementation.</p> <p>Provide requested PD / technical assistance per timeline and county / school request.</p> <p>Submit required WVBOE update as needed.</p>	Documentation of professional development / training activities, meeting agendas, minutes, Common Core Timeline, and WVBOE updates (as needed) evaluations, and sign-in sheets	1,2,4,5	<p>Administrative Assistant of Curriculum and Instruction, Jeovanna Lacaria</p> <p>Math Coordinator, Kim Goff</p>

<b>Measurable Objectives</b>	<b>Action Plan/Activities</b>	<b>Progress/ Evaluation Outcome(s)</b>	<b>WVBE Priority</b>	<b>Program/ Person Responsible</b>
<p>2.7 To conduct ongoing staff development for all Adult Basic Education &amp; SPOKES Instructors throughout the fiscal year. By March 2014, the regional coordinator will refer to AEMIS to review professional development hours for each instructor. If an instructor has not met hours yet, he/she will be notified</p>	<p>The Adult Basic Education Program requires ongoing staff development for all ABE &amp; SPOKES Instructors. The intent of core and elective training is to assist the instructors to be current in the phases of ABE instruction. Full-time teachers are required 12 hours of staff development while part-time instructors require a minimum of six hours. Selection of training is often dependent upon need, as well as technical assistance required.</p>	<p>Documentation of teacher participation</p>		<p>ABE Regional Coordinator, Anne Mezzanotte</p>
<p>2.8 Increase number of educators with knowledge in 21<sup>st</sup> Century learning, utilizing Technology Tools.</p>	<p>Provide and/or facilitate professional development to enhance instruction and student achievement, as requested by counties/schools, including but not limited to:  Apple Products:            iTunes, Macbook, and iPad  Software:            Edline            LiveGrades            Microsoft Word, Excel,            Publisher, PowerPoint 2007/2010  Student Responders:            CPS and Turning Point  Subscription Websites:            BrainPOP and CFVV    Other Technology Trainings:            Prezi, Internet Safety, Google            Products, Thinkfinity, and Web            2.0</p>	<p>Sign-in sheets, comparison between last year's staff development spreadsheet and this year's staff development spreadsheet, and the ratings of the evaluation sheets for trainings.</p>	<p>5</p>	<p>Technology Integration Director, Shannon Carnes</p>

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
	Whiteboards: SMART Board and Numonics Intelliboard Wireless Tablets: MOBI This goal should be completed by June 2014.			
2.9 Provide Medicaid billing training for RESA 7 counties to reimburse LEAs for services provided to students with disabilities to ensure equal access to the 21 <sup>st</sup> century curriculum.	Provide staff development for eligible Medicaid providers to train them in the process of Medicaid billing and documentation.	Documentation of teacher attendance  Training evaluation	4	Administrative Assistant of Special Education, Lesa Hines  Medicaid Coordinators, Kim Turner and Lorrie Karickoff
2.10 Provide professional development for collaborative teams and preschool personnel to ensure an understanding of Policy 2525 and required elements of the preschool program.	Collaborate with the WVDE to provide support for district collaborative teams.  Based on LEA needs assessments, provide training for preschool teachers and aides.	Documentation of attendance  Training evaluations	2	Administrative Assistant of Special Education, Lesa Hines
2.11 Facilitate the provision of high quality targeted professional development for teachers and administrators on research-based teaching and learning practices designed to elevate the learning of great teachers and enhance the	Schedule, facilitate and/or present professional development based on the needs identified by LEA special education directors and preschool coordinators.	Needs assessments  Documentation of attendance  Evaluations	1,2,3,5,6	Administrative Assistant of Special Education, Lesa Hines

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
performance and growth of students with disabilities.				
2.12 Public Service Training staff will provide at least one (1) professional development opportunity for RESA 7 Public Service Training instructors in FY14.	<p>Schedule, facilitate and/or present in-services for instructors as curriculum changes to meet state/national guidelines, and new technologies.</p> <p>Schedule evaluations of Public Service Training instructors by the Public Service Training coordinator and program specialist.</p>	List of in-services with dates and attendance.	5	Director of Public Service, Mike Freeman Public Service Specialist, Nancy Ancell
2.13 Public Service Training will provide First Aid and CPR training to at least six (6) county school systems in FY14 as requested.	At the request of county school systems, schedule and provide individuals or groups with first aid and CPR training.	List of first aid and CPR classes taught to school personnel within RESA 7.	5	Director of Public Service, Mike Freeman Public Service Specialist, Nancy Ancell
2.14 Teaching American History participants will have the opportunity to improve content understanding, pedagogy, and classroom teaching of American History over the course of the 2013-2014 school year including the summer of 2014	<p>TAH will provide a targeted series of professional development series including face-to-face colloquia, online sessions, summer institutes, and field experiences.</p> <p>Teachers will receive a variety of resources to use in their classrooms at professional development trainings</p>	<p>Documentation of professional development events</p> <p>Evaluations of content knowledge will be used to access the effect of participating teaching.</p> <p>Protocol and Rubrics will be developed to evaluate student work and/or performance in the history classroom</p>	5,6	TAH <i>Pathways through American History</i> Program Specialist, James Rubal



Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
<p>2.15 The Teaching American History program will continue to support an online professional learning community to support teachers of American History throughout the 2013-2014 school year.</p>	<p>Online professional learning communities will provide ongoing support and expertise for new knowledge and strategies.</p> <p>Teachers will participate in biweekly discussions within the PLC</p>	<p>Partnering organizations will provide feedback regarding participation and involvement of participants in the online community.</p>	<p>5,6</p>	<p>TAH <i>Pathways through American History</i> Program Specialist, James Rubal</p>
<p>2.16 The Teaching American History Program will increase the use of 21<sup>st</sup> Century technology tools and skills in American History classes over the course of the 2013-2014 school year.</p>	<p>Teachers in the program will use Weblessons and related resources regularly.</p> <p>Teachers will be provided with lifetime access to CICERO or CICERO For Kids</p>	<p>Participant's Weblesson's accounts will be monitored regularly and data will be collected.</p> <p>Participants will be prompted to share ways they have incorporated 21<sup>st</sup> Century technology tools and skills into their classrooms on the online professional learning community.</p>		<p>TAH <i>Pathways through American History</i> Program Specialist, James Rubal</p>
<p>2.17 To provide WVEIS (web based and supporting programs) training to school personnel, including classroom teachers, administrators, and county personnel and to maintain, troubleshoot, and support said programs via established hierarchy.</p>	<p>Meetings will be held with the WVEIS county contacts to determine additional training needs and to keep them updated on software changes and state reporting requirements. Professional development sessions will be conducted on county and school levels. Support to end users will be provided via the telephone help-line, remote desktop assistance, and other electronic means</p>	<p>Documentation of professional development.</p> <p>Help-line telephone logs.</p> <p>Email records.</p>	<p>4</p>	<p>Mike Harker, WVEIS Systems Manager</p>

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
2.18 Provide training on a nationally recognized restraint process to ensure all school core crisis teams within RESA 7 are trained during the 2013-2014 school year.	Provide a monthly training for core teams in nonviolent crisis intervention to comply with Policy 4373.	Documentation of core teams trained.  Training evaluations	6	Administrative Assistant of Special Education, Lesa Hines  Administrative Assistant of Staff Development, Jeovanna Lacaria  Math Coordinator, Kim Goff
2.19 To increase the educator's knowledge of resources, language patterns, hidden rules, and discipline patterns which will enhance student performance.	Present the Understanding the Framework of Poverty staff development workshop to teachers and staff of social service agencies.	Number of workshops and evaluation results.		Adolescent Health/Idress M. Gooden
2.20 Provide technical assistance and professional development to RESA 7 schools and counties to improve results for students with disabilities during the 2013-2014 school year as endorsed by sign-in sheets and evaluations.	Collaborate with RESA 7 county administrators, WVDE office and RESA staff to design and provide technical assistance and professional development as requested in the following areas: analyzing data, Specialized Personal Learning (SPL) and modeling instruction in English Language Arts and Math.	Documentation of training activity, sign-in sheets and evaluations	4,5	Adrienne Marsh and Melissa Lampinen, Technical Assistant Specialists

<b>Measurable Objectives</b>	<b>Action Plan/Activities</b>	<b>Progress/ Evaluation Outcome(s)</b>	<b>WVBE Priority</b>	<b>Program/ Person Responsible</b>
<p>2.21 Provide professional development opportunities to all 12 counties in RESA 7 in the following areas: bullying, nutrition, physical activity (Let's Move and other statewide initiatives) Substance abuse prevention, suicide prevention, teen pregnancy prevention, tobacco prevention by June 2014.</p>	<p>Coordinate and facilitate trainings with counties as requested.</p>	<p>Documentation of professional development.</p>		<p>Regional School Wellness Coordinator, Brooke Michael.</p>

**AREA OF SERVICE #3:** Facilitating coordination and cooperation among county boards/cost savings.

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
3.1 Provide audiologic evaluations and services to RESA 7 students to ensure the students have equal access to 21 <sup>st</sup> century curriculum and to maximize personalized learning during the 2013-2014 school year.	Allow LEAs to share expenses for the audiologist who will schedule screenings and evaluations of students referred by the local school districts within RESA 7.	Documentation of county contracts with RESA 7.  Monthly report of evaluations and screenings provided for each district.	2,4	Administrative Assistant of Special Education, Lesa Hines  Audiologist, Cheryl Bifano
3.2 Provide Medicaid billing services for RESA 7 districts to allow LEAs to reimburse for services provided to students with disabilities to ensure equal access to the 21 <sup>st</sup> century curriculum during the 2013-2014 school year.	Serve as the Medicaid billing agent by processing claims and enrolling providers. Also provide on-site documentation reviews and tracking of provider billing for districts.	Monthly reimbursement reports	4	Administrative Assistant of Special Education, Lesa Hines  Medicaid Coordinators, Kim Turner & Lorrie Karickoff
3.3 During the 2013-2014 school year, make available an assistive device lending depository to personnel working with students with disabilities requiring assistance for speech/language, visual and/or hearing impairments and occupational and physical therapy to ensure students have equal access to the 21 <sup>st</sup> century curriculum.	Provide LEAs in RESA 7 a 60 day trial period of use of assistive devices prior to purchase.	Assistive devices lending log	4	Administrative Assistant of Special Education, Lesa Hines  Medicaid Coordinator, Lorrie Karickhoff,

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
3.4 Employ certified regional providers (interventionists, OTs, PTs, SLPs, behavior interventionists academic and job coaches) to provide services as set forth by Individual Education Programs and School Improvement Grants for students within RESA 7.	Upon request by LEAs, post and employ certified employees to work out in the districts to provide services and support for students with disabilities.	Job postings and monthly timesheets	4,6	Administrative Assistant of Special Education, Lesa Hines
3.5 Public Service Training will coordinate and schedule a minimum of 200 PST classes within RESA 7 county school systems, fire departments and EMS agencies as requested and needed during FY14.	Work with agencies to provide classes as requested. Offer classes at various locations:  Vo-Tech Centers Public Locations Fire Department EMS Agencies Private Industry	Results will be measured by the number of classes offered, number of students attending and course evaluations	5	Director of Public Service, Mike Freeman Public Service Specialist, Nancy Ancell
3.6 Public Service Training will assist in the implementation of new fire and EMS service training needs as directed by the West Virginia State Fire Commission and West Virginia Office of Emergency Medical Services during FY14.	Assist in development of on-line fire training and testing  Assist in implementation of new EMS standards curriculum  Develop and/or implement new fire and emergency medical service programs as directed by the West Virginia State Fire Commission, West Virginia Office of Emergency Medical Services, and emergency cardiac care guidelines.	Documentation of additional training implemented thru the number of classes/students and course evaluations.	5	Director of Public Service, Mike Freeman Public Service Specialist, Nancy Ancell
3.7 Provide regional substitute bus operator training for LEA-approved applicants on an	Upon LEA referral, enter trainees into a cohort class to complete required training hours which, include: online training	Trainee progress and completion statistics recorded	6	Victor Gabriel, Coordinator of Training, Testing

<b>Measurable Objectives</b>	<b>Action Plan/Activities</b>	<b>Progress/ Evaluation Outcome(s)</b>	<b>WVBE Priority</b>	<b>Program/ Person Responsible</b>
ongoing basis as a cost-savings service.	modules, First Aid/CPR, pre-trip procedures, rural/urban/interstate driving standards, special needs students, state policies and safety.	per class per county. Trainees certified through the WVDE.		and Certification for Substitute Bus Operators

**AREA OF SERVICE #4:** Installing, maintaining and/or repairing education related technology equipment and software.

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
<p>4.1 Provide quality IT support service on a regular basis to counties served by RESA 7, as requested through the RESA 7 Work Order System and/or remote/telephonic support, with minimal incomplete work carried over from year to year.</p>	<p>Receive work orders from supported customers, assign work to capable technicians, and complete necessary support in a timely fashion. Properly bill for parts and account for time spent on tasks. Provide training to technicians allowing them to improve individual skill/education levels.</p>	<p>Work Orders, Monthly IT Support Service Reports, Technician Evaluations</p>	<p>4</p>	<p>IT Support Services Supervisor/Router Specialist, Ed Currey  Asst. Supervisor IT Support Services, Inventory Specialist, Frank Hathaway</p>

**AREA OF SERVICE #5:** Receiving and administering grants under the provisions of federal and/or state law.

<b>Measurable Objectives</b>	<b>Action Plan/Activities</b>	<b>Progress/ Evaluation Outcome(s)</b>	<b>WVBE Priority</b>	<b>Program/ Person Responsible</b>
<p>5.1 To facilitate the implementation of Adult Basic Education and SPOKES fiscal year grants which provide the monies to develop services to meet the education and employment foundations of adult and out-of-school youth learners. Each grant is specific in nature to provide those services funded through the grant.</p>	<p>RESA 7 provides the vehicle through which federal/state grant monies may flow for the purpose of implementing programs to meet specific learner needs. Funds for the employment of service providers, instructors, and program operations are measured and processed. RESA 7 employs personnel to conduct the program management activities that are program specific.</p>	<p>Finance Documentation</p>		<p>ABE Regional Coordinator, Anne Mezzanotte</p>
<p>5.2 Collaborate, plan trainings and provide leadership support for local districts/directors with the Office of Special Programs, to ensure Students with Disabilities have access to the 21<sup>st</sup> century curriculum.</p>	<p>Submit activity reports documenting attendance at all Office of Special Programs staff meetings, professional development activities and monthly meetings with LEA Special Education Directors. as required by the Articles of Agreement.</p>	<p>Activity reports</p>	<p>4,5</p>	<p>Administrative Assistant of Special Education, Lesa Hines</p>
<p>5.3 Public Service Training will provide Fire And EMS training within RESA 7 as per State Grant from WV Dept. of Education Office of Adult Education and Workforce Development during FY 14.</p>	<p>Classes are provided at the request of Fire and EMS agencies within RESA 7</p>	<p>Public Service Training Annual Report to WV Dept. of Education Office of Adult Education and Workforce Development</p>	<p>5</p>	<p>Director of Public Service, Mike Freeman Public Service Specialist, Nancy Ancell</p>



<b>Measurable Objectives</b>	<b>Action Plan/Activities</b>	<b>Progress/ Evaluation Outcome(s)</b>	<b>WVBE Priority</b>	<b>Program/ Person Responsible</b>
5.4 Project ISAAC will be administered in accordance to EDGAR regulations and will follow state fiscal guidelines.	Attend all required meetings and conferences for program administration. Complete all required performance documents and audits for 21 <sup>st</sup> CCLC funds.	Performance documents and reports.		Project ISAAC Specialist, James Rubal
5.5 To facilitate the performance of the YouthReady program which provides services to in-school youth. The students are provided guidance and employment throughout the school year. A summer work component takes place each summer to provide employment for students in the program.	RESA 7 provides the Youth Advocates to implement the program throughout the twelve county area. Funds are provided by the Workforce Investment Board for youth advocates, mentors, student wages, and program operations. Youth Advocates attend all meetings, conferences, and job fairs required by the Workforce Investment Board.	Performance Documentation  Financial Reports		Program Coordinator, Fred Oldaker

**AREA OF SERVICE #6:** Developing and/or implementing any other programs or services as directed by law or by the State Board of Education.

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
<p>6.1 To increase the percentage of students by 10% who take rigorous high school courses and earn a passing score of 75% as evidenced by the documentation of Testing Out Scores for the 2014 program.</p> <p>Based on the provisions outlined in the WVDE Policy 2510 section 5.6.8.c, a county may develop tests for the purpose of moving students more quickly through the curriculum by “testing out.”</p>	<p>Revise and create exams to reflect current course offerings and Next Generation Content Standards and Objectives</p> <p>Coordinate and offer the RESA 7 Testing Out program to all qualified students participating in grades 8 – 12.</p> <p>Send out registration packets to all participating RESA 7 schools</p> <p>Schedule proctors to administer tests during exam week</p> <p>Score all exams of students who participate</p> <p>Send results to participating boards of educations</p> <p>Provide a comprehensive report to county boards of those students who earn credit for participation and percentages of passing exams</p>	<p>Documentation of sign-in sheets from test creation and revision meetings</p> <p>Documentation of 2013-2014 Testing Out Scores</p>	<p>3</p>	<p>Administrative Assistant of Curriculum and Instruction, Jeovanna Lacaria</p>
<p>6.2 Organize, facilitate, and chair the RESA 7 Staff Development Council during the 2013 – 2014 school year.</p>	<p>Conduct quarterly meetings relevant to county, state, and school needs.</p>	<p>Documentation of meeting agendas and minutes</p>	<p>4,5</p>	<p>Administrative Assistant of Curriculum and Instruction, Jeovanna Lacaria</p>

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
<p>6.3 Regional Science Bowl: To increase the percentage of high school teams to study questions in chemistry, physics, biology, computer science, math, and astronomy and compete on a regional level. In addition, the top two teams are able to move on to the state competitions.</p> <p>Regional Social Studies Fair: To increase the percentage of students to participate in the regional Social Studies Fair. This Social Studies Fair gives students an opportunity to ask essential questions, recognize patterns of behavior, think critically, create solutions, predict outcomes and draw conclusions to help them learn to solve problems. First place winners in each category and type will move on to the state competition.</p>	<p>There is evidence of adequate agency support for legislative and WVBOE mandates and initiatives: Regional Science Bowl Regional Social Studies Fair</p>	<p>Regional Science Bowl: Registration spreadsheet</p> <p>Regional Social Studies Fair: Registration Spreadsheet and Program</p>	<p>4</p>	<p>Technology Integration Director, Shannon Carnes</p>
<p>6.4 Implement State Policy 5202's clinical practice by monitoring each participant's 18 hours of progress.</p>	<p>Provide Substitute Teacher Trainings as needed to the public according to State Policy 5202 with monthly scheduled face-to-face certification sessions.</p>	<p>Evaluation forms used after every 2-hour Face-to-Face Session. Registration and certification statistics maintained on monthly/yearly basis.</p>	<p>6</p>	<p>Mary Lewis, Substitute Training Program Director / Director of the Executive Office</p>

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
6.5 Roll out initial training on the adoption of the WV Next Generation Standards in ABE to teachers statewide, focusing on the College and Career Readiness Standards as outlined by the Office of Vocational and Adult Education.	<p>Head up SEAL (Strategies for Engaging Adult Learners) team.</p> <p>Provide assistance to team members on delivering SEAL training.</p> <p>Monitor and assist training sessions</p>	<p>Emails, notes from team members &amp; meetings.</p> <p>Emails, notes from team members &amp; meetings.</p> <p>OIEP Conference agenda &amp; evals. WVAEA Conference agenda &amp; evals.</p>	3	Dr. Robin Asbury
6.6 Provide or coordinate general wood industry machinery training.	Provide training on machinery located at the WV Wood Technology Center that is relevant to various industries throughout the region.	Increase enrollment in this training area by 10% over the previous academic year.	3	WWTC Training Coordinator, Matt Wyatt Executive Director, Robert Morris, Jr.
6.7 Provide general industry and workplace safety classes for students, individuals, businesses, and government entities.	Onsite and offsite safety classes for various industries. Classes to include OSHA 10/30 hour general industry/construction, CPR/First Aid/AED, HAZWOPER, Confined Spaces, Forklift Safety, and Defensive Driving.	Increase the number of companies we provide training for by 10% over the previous academic year.	3	WWTC Training Coordinator, Matt Wyatt Executive Director, Robert Morris, Jr.
6.8 Provide or coordinate off site courses tailored to specific needs within various business and industry sectors.	Provide or coordinate the training for specific needs of all industries throughout the region. Including specialized training for high-tech machinery or industry knowledge.	Increase the number of companies we provide this specialized training for by 10% over the previous academic year.	3	WWTC Training Coordinator, Matt Wyatt Executive Director, Robert Morris, Jr.

Measurable Objectives	Action Plan/Activities	Progress/ Evaluation Outcome(s)	WVBE Priority	Program/ Person Responsible
6.9 Provide or coordinate training geared towards youth and young adult workers entering the workplace.	Partner with local county technical centers and programs such as YouthBuild to provide training and workforce skills geared towards youth and young adult workers entering the workforce for the first time.	Increase our partner organizations by 2 groups over the previous academic year. Increase the number of youth and young adults enrolling in our programs by 10% over the previous academic year.	3	WWTC Training Coordinator, Matt Wyatt Executive Director, Robert Morris, Jr.

P = WVDE Priorities

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