

STRATEGIC PLAN

2016-2017

*Regional Education
Service Agencies*

RESA

• *seven* •

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

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West Virginia Board of Education

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Chancellor, West Virginia Higher Education Policy Commission

Dr. Sarah Tucker, Ex Officio

Chancellor, West Virginia Council for Community and Technical
College Education

Dr. Michael J. Martirano, Ex Officio

State Superintendent of Schools

WVBOE 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.

WVBOE 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 for its citizens.

WVDE GOALS

1. Ensure all students graduate from high school with a world-class education, PreK-12, who are college and/or career ready.
2. Improve safe and supportive school environments which must meet physical, social, emotional and academic needs of every child.
3. Improve organizational effectiveness through promotion, recruitment and retention of a highly skilled workforce focused on strong instructional leadership.
4. Develop extensive and meaningful parent and community relationships where we communicate regularly and often with all stakeholders.
5. Implement and expand data management systems, teacher evaluation systems that include student performance, and overall performance management systems.

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 2015-2016

Barbour County

Mr. Jeffrey Woofter, Superintendent
Mr. Eric Ruff, Board Member

Doddridge County

Mr. Adam Cheeseman, Superintendent
Mr. Bill Jack Curran, Board Member

Gilmer County

Mr. Gabriel Devono, Superintendent
Ms. Norma Hurley, Board Member

Harrison County

Dr. Mark Manchin, Superintendent
Mr. Frank Devono Jr., Board Member

Lewis County

Dr. Joseph Mace, Superintendent
Mr. Richard Woofter, Board Member

Marion County

Mr. Gary Price, Superintendent
Mr. Blair Montgomery Board Member

Monongalia County

Dr. Frank Devono, Superintendent
Dr. Barbara Parsons, Board Member

Preston County

Mr. Steven Wotring, Superintendent
Mr. Robert “Mac” McCrum, Board Member

Randolph County

Ms. Pam Hewitt, Superintendent
Ms. Donna Auvil, Board Member

Taylor County

Ms. Kathy Green, Superintendent
Mr. Clark Sinclair, Board Member

Tucker County

Dr. Eddie Campbell, Superintendent
Ms. Janet Preston, Board Member

Upshur County

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

West Virginia Department of Education

Mr. F. Scott Rotruck, State Board Member
Mr. Jason Butcher, Coordinator of WV Board Agencies

Curriculum Director

Ms. Grace Tallhamer, Lewis County

Teacher Representative

Ms. Theresa McAbee, Lewis County

Principal Representative

Mr. Steve Malnick, Marion County

Higher Education Representative

Dr. Gypsy Denzine, WVU Dean of College of Education & Human
Resources

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: Providing technical assistance to low-performing schools and school systems.

| Measurable Objectives | Action Plan/Activities | Progress/ Evaluation Outcome(s) | WVBOE Goal | Program/ Person Responsible |
|--|--|---|---------------|--|
| 1.1 Provide leadership to districts in planning, implementation support and professional learning for successful transition to learning schools. | Provide professional learning based on district needs | Log of technical assistance visits, professional learning sign in sheets and evaluations | 1 | RESA 7 PreK-12 Instructional Team |
| 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 2016 – 2017 school year. | Collaborate with the staff learning, 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 | 3 | Director of Professional Learning |
| 1.3 Adult Education Programs not meeting the performance standards required by the state/federal governments will be identified by Fall 2016. | Each grantee receiving funds to implement Adult Education classes will be reviewed by the RESA 7 Regional Coordinator and 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 | AEMIS reports | 3 | Adult Education Regional Coordinator |

| Measurable Objectives | Action Plan/Activities | Progress/ Evaluation Outcome(s) | WVBOE Goal | Program/ Person Responsible |
|---|---|---|-----------------------|--|
| | level. Where indicators of low performance are noted in AEMIS by a grantee, the provision of on-site monitoring may be completed. This review will consist of a team of experienced Adult Education staff to perform an on-site and review the program operation. The intent of the monitoring 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. Follow-up to technical assistance will be required and documented by instructor | | | |
| 1.4 Provide support to districts that have been identified as “needs intervention” on the LEA Special Education Determinations and provide support during the WVDE OSE monitoring visits to assist LEAs in meeting compliance and achievement indicators. | Collaborate with the WVDE to provide technical assistance to local districts in responding to improvement recommendations as a result of special education monitoring | Document improvement activities/trainings in each district. | 1 | Director of Special Education |
| 1.5 Provide technical assistance and coaching support for identified PBIS schools. | Collaborate with RESA 7 staff, county administrators, and WVDE staff to provide PBIS technical assistance and professional learning as requested | Documentation of meeting minutes, training activities/agendas, sign-in sheets and evaluations | 2 & 5 | Director of Special Education |
| 1.6 Provide technical assistance and professional | Included but not limited to: organization of PLCs, utilization of identified math programs, engagement strategies | log of visits, sign-in sheets, agendas, | 1 & 4 | Regional Math Specialist |

| Measurable Objectives | Action Plan/Activities | Progress/ Evaluation Outcome(s) | WVBOE Goal | Program/ Person Responsible |
|---|--|---|-----------------------|--|
| learning resources for schools as needed. | | Google forms, PowerPoints | | |
| 1.7 By correlating extended-school day / year and regular-day learning experiences, students who participate in Project ISAAC will show growth on West Virginia's General Summative Assessment for the duration of the grant. | <p>Prepare hands-on lesson plans for grade-specific content areas (focusing on Reading and Math) and student deficiencies</p> <p>Communicate student progress regularly to parents and regular classroom teachers</p> | Increased student performance in basic skills as demonstrated by student rotation schedule, teacher surveys, lesson plans, and attendance data from 21st CCLC Data Collection System. | 1 & 4 | Project ISAAC Specialist |
| 1.8 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 21st CCLC Data Collection System, lesson plans, and pre/post surveys. | <p>Create list of monthly enrichment activities</p> <p>Document student attendance, activities, and collect and review lesson plans</p> | Enrichment and rotation schedules, lesson plans, and presenter list. | 1 & 4 | Project ISAAC Specialist |
| 1.9 Students participating in Project ISAAC will improve health, wellness, social, and emotional behaviors as evidenced by pre / post surveys, fitness | 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 | 2 | Project ISAAC Specialist |

| Measurable Objectives | Action Plan/Activities | Progress/ Evaluation Outcome(s) | WVBOE Goal | Program/ Person Responsible |
|--|--|--|-----------------------|--|
| gram results, and WVEIS reports. | | | | |
| 1.10 Provide leadership, professional learning and technical assistance to identified Foundations of Literacy schools to increase student achievement. | Collaborate with all stakeholders in RESA 7 and WVDE to design professional learning and provide technical assistance as requested in their school improvement efforts | Documentation of training activity, sign-in sheets and evaluations, Activity Log | 1 & 2 | Regional School Support Specialists |

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

| Measurable Objectives | Action Plan/Activities | Progress/ Evaluation Outcome(s) | WVBE Goal | Program/ Person Responsible |
|--|--|--|--------------|--|
| 2.1 Increase teacher and administrator knowledge, skills and abilities by providing professional learning and technical assistance “as requested” evidenced by sign-in sheets and evaluations during the 2016-2017 school year. | Provide requested professional learning / technical assistance including but not limited to: RESA 7 Administrators Forum, Educator Evaluation Trainings, School Improvement Trainings and Principal Leadership Academies | Documentation of professional learning / training activities, evaluations, and sign-in sheets | 3 | Director of Professional Learning |
| 2.2 Increase teacher and administrator knowledge by providing professional learning and / or resources that are based on research, local achievement data, policy, and survey results as evidenced through sign-sheets and evaluations during the 2016-2017 school year. | <p>Collaborate with the RESA 7 County Curriculum Directors and Staff Learning Council to align and provide the requested professional learning</p> <p>Facilitate and / or provide the requested professional learning or technical assistance</p> <p>Provide follow-up and additional trainings as needed based on evaluations and future needs assessments</p> <p>Facilitate the Mathematics Design Collaborative throughout RESA 7</p> | Documentation of professional learning / training activities, evaluations, needs assessments, and sign-in sheets | 3 | Director of Professional Learning & Regional Math Specialist |
| 2.3 Provide leadership and support to RESA 7 Catalyst Schools and Learning | Collaborate with participating principals, teachers, and designated county office personnel to provide | Documentation of SLT meetings and agendas, sign-in sheets, meeting | 1 | Director of Professional Learning |

| Measurable Objectives | Action Plan/Activities | Progress/ Evaluation Outcome(s) | WVBE Goal | Program/ Person Responsible |
|---|--|---|------------------|--|
| Schools to assist with the organization of school teams, allocating time and resources, and providing training opportunities to assist participating schools in meeting their goals during the 2016 – 2017 school year. | support and leadership to aid in overall school improvement | agendas and evaluation data | | |
| 2.4 Provide guidance, leadership and support to attendees participating in the WV Campaign for Grade Level Reading RESA PALS (Principals Advancing Literacy Skills) and Ready Rosie parent engagement program during the 2016 – 2017 school year. | <p>Distribute relevant information to all elementary school principals and county curriculum directors</p> <p>Collaborate with county office designees to recruit and maintain grant participation</p> <p>Coordinate and provide training opportunities that align and meet written grant goals and objectives</p> <p>Effectively communicate expectations and timelines to all key stakeholders</p> | Documentation of all informational materials, copies of signed MOUs for participation, training agendas, sign-in sheets, evaluations and communication on Yammer. | 1 | Director of Professional Learning |
| 2.5 Provide training on a nationally recognized restraint process to ensure all school core crisis teams within RESA 7 are trained during the 2016-2017 school year. | Provide monthly trainings for core teams in de-escalation and restraint techniques to comply with Policy 4373 | <p>Database for documentation of core teams trained.</p> <p>Training evaluations</p> | 2 | Director of Special Education, Director of Professional Learning & Project ISAAC Specialist |
| 2.6 Conduct ongoing staff development for all Adult Education & SPOKES | The Adult Education Program requires ongoing staff development for all AE & SPOKES Instructors. | Documentation of teacher participation | 3 | Adult Education Regional Coordinator |

| Measurable Objectives | Action Plan/Activities | Progress/ Evaluation Outcome(s) | WVBE Goal | Program/ Person Responsible |
|--|--|---|------------------|---|
| Instructors throughout the fiscal year. By March 2017, 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 and make plans to obtain hours needed. | The intent professional development training is to assist the instructors to be current in Adult Education instruction. Full-time teachers are required 12 hours of staff development while part-time instructors require a minimum of nine hours. Selection of training is often dependent upon need, as well as technical assistance required. | | | |
| 2.7 Provide Medicaid billing training for RESA 7 counties to ensure reimbursement to LEAs for services provided to students with disabilities to ensure equal access to the 21 st 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 | 5 | Director of Special Education & Medicaid Coordinators |
| 2.8 Provide professional learning 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 | 3 | Director of Special Education |
| 2.9 Facilitate the provision of high quality targeted professional learning for teachers and administrators on research-based teaching and learning practices designed to elevate the learning of great teachers and | Schedule, facilitate and/or present professional learning based on the needs identified by LEA special education directors and preschool coordinators | Needs assessments Documentation of attendance Evaluations | 3 | Director of Special Education |

| Measurable Objectives | Action Plan/Activities | Progress/ Evaluation Outcome(s) | WVBE Goal | Program/ Person Responsible |
|--|---|---|----------------------|--|
| enhance the behavior and performance and growth of students with disabilities. | | | | |
| 2.10 Conduct a minimum of 6 regional trainings on the College Foundation of West Virginia Web-portal by July 1, 2017. | 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 | Documentation of trainings, evaluations and sign-in sheets | 3 | College Access Training Director |
| 2.11 Train at least 80 people around the state on the CFWV Web-portal by July 1, 2017. | Schedule regional trainings and school visits to train individuals around the state | Documentation of trainings, evaluations and sign-in sheets | 3 | College Access Training Director |
| 2.12 Provide evidence based DHHR endorsed training and technical assistance to RESA 7 counties in the area of Suicide Prevention as described in the Jason Flatt Act e.g. Gatekeeper-Recognize, Respond, React, ASSIST, and safeTALK | Coordinate regional trainings for school personnel and community organizations | Attendance will be documented FY 2015-2016. Data will be collected and provided to the county | 2,4 | Regional Wellness Coordinator |
| 2.13 Provide training and technical assistance to Health Teachers in the area of Health Education as requested by the county. | Coordinate and facilitate regional trainings for county identified staff | Attendance will be documented FY 2015-2016. Data will be collected and provided to the county | 2 | Regional Wellness Coordinator |

| Measurable Objectives | Action Plan/Activities | Progress/ Evaluation Outcome(s) | WVBE Goal | Program/ Person Responsible |
|---|---|--|----------------------|--|
| 2.14 Provide training and technical assistance to RESA 7 counties in the area of Bullying Prevention. | Coordinate and facilitate regional trainings for county identified staff | Attendance will be documented FY 2015-2016. Data will be collected and provided to the county | 2,4 | Regional Wellness Coordinator |
| 2.15 Provide technical assistance to school nurses on Policy 2423 School Readiness Data Collection e.g. Wellness Checkpoints, WVEIS Health Screening Record, WVDE Immunization Toolkit and WV Dental Toolkit. | Attend DHHR meetings/trainings and provide county contacts and school nurses with resources and materials to meet Policy 2423 | Attendance will be documented FY 2016-2017. Data will be collected and provided to WVDE, DHHR and the county | 2, 4 | Regional Wellness Coordinator |
| 2.16 Provide training and technical assistance to PE teachers in the area of Physical Activity to assist in meeting Policy 2510, implementing physical activity throughout the school day. | Coordinate and facilitate regional trainings for county identified staff and provide resources for teachers | Attendance will be documented FY 2015-2016. Data will be collected and provided to the county | 2 | Regional Wellness Coordinator |
| 2.17 Facilitate and coordinate evidence based and DHHR approved Substance Abuse and Mental Health training in the RESA 7 counties e.g. SBIRT (Screening, Brief, Intervention and Treatment) and YMHFA (Youth Mental Health First Aid) | Coordinate and facilitate regional trainings for county identified staff | Attendance will be documented FY 2015-2016. Data will be collected and provided to the county | 2 &4 | Regional Wellness Coordinator |

| Measurable Objectives | Action Plan/Activities | Progress/ Evaluation Outcome(s) | WVBE Goal | Program/ Person Responsible |
|---|--|---|----------------------|--|
| 2.18 Provide technical assistance and professional learning to RESA 7 schools and counties to improve results for ALL students during the 2016-2017 school year. | Collaborate with all stakeholders in RESA 7 and WVDE to design professional learning and provide technical assistance as requested in their school improvement efforts | Documentation of training activity, sign-in sheets and evaluations, Activity Log | 1 & 2 | Regional School Support Specialists |
| 2.19 Provide technical assistance and capacity building activities in order to support all RESA 7 schools participating in the Graduation 20/20 Initiative to increase high school completion rates for ALL students with special emphasis on students with disabilities. | Provide professional learning, coaching and resources to help schools continuously monitor and support at-risk students | School leadership team meeting activity logs, RS3 activity log, RESA 7 activity reports, sign-in sheets for professional development, Dropout Prevention Core Data Tool information, School Action Plan data, Transition Practice Profile and Pre and Post Implementation Scale results | 1 & 2 | Regional School Support Specialist, Graduation 20/20 |
| 2.20 To increase the educator's knowledge of resources, language patterns, hidden rules, and discipline patterns which will enhance student performance and improve relationships between students and school staff. | Present the Understanding the Framework of Poverty staff development workshop to teachers and staff of social service agencies | Number of workshops and evaluation results. | 2 | Adolescent Health Coordinator |

| Measurable Objectives | Action Plan/Activities | Progress/ Evaluation Outcome(s) | WVBE Goal | Program/ Person Responsible |
|--|--|---|------------------|--|
| 2.23 Provide technical assistance and professional learning opportunities for RESA 7 schools in an effort to support their identified needs. | Collaborate with district stakeholders to design appropriate and effective professional learning sessions for identified areas of need | Documentation from: PLC Online Groups and Monthly Log for Early Literacy Schools Activity Logs Notes from school visits Plans of action Agendas Sign in sheets Evaluations | 1 & 2 | Regional School Support Specialists |
| 2.24 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. | Regular communication will be held with county contacts, other RESA WVEIS staff, and WVDE Technology personnel for updates on software changes and state reporting requirements. Professional development sessions will be conducted on county and school levels both at regular intervals and on demand. Support to end users will be provided via the telephone help-line, remote desktop assistance, and other electronic means (Skype, Yammer, etc.) | Documentation of professional development. Help-line telephone logs. Email records. | 4 | WVEIS Systems Manager |

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

| Measurable Objectives | Action Plan/Activities | Progress/ Evaluation Outcome(s) | WVBE Goal | Program/ Person Responsible |
|---|---|--|----------------------|---|
| 3.1 Provide audiology evaluations and services to RESA 7 students to ensure the students have equal access to 21 st century curriculum and to maximize personalized learning during the 2016-2017 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 | Director of Special Education & Audiologist |
| 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 st century curriculum during the 2016-2017 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 | 5 | Director of Special Education & Medicaid Coordinators |
| 3.3 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 st century curriculum. | Provide LEAs in RESA 7 a 60 day trial period of use of assistive devices prior to purchase | Assistive devices lending log | 1 | Director of Special Education & Medicaid Coordinator |
| 3.4 Employ certified regional providers (interventionists, OTs, PTs, SLPs, school psychologists and job coaches) to provide services as set forth by Individual Education | 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 | 2 & 3 | Director of Special Education |

| Measurable Objectives | Action Plan/Activities | Progress/ Evaluation Outcome(s) | WVBE Goal | Program/ Person Responsible |
|--|--|---|----------------------|---|
| Programs and School Improvement Grants for students within RESA 7. | | | | |
| 3.5 Provide regional substitute bus operator training for LEA-approved applicants on an ongoing basis as a cost-savings service. | Upon LEA referral, enter trainees into a cohort class to complete required training hours which, include: online training modules, First Aid/CPR, pre-trip procedures, rural/urban/interstate driving standards, special needs students, state policies and safety | Trainee progress and completion statistics recorded per class per county. Trainees certified through the WVDE | 2 | Coordinator of Training, Testing 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 Goal | 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>5</p> | <p>IT Support Services Supervisor/Router Specialist.</p> |

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

| Measurable Objectives | Action Plan/Activities | Progress/ Evaluation Outcome(s) | WVBE Goal | Program/ Person Responsible |
|---|--|--|----------------------|--|
| 5.1 Collaborate, plan trainings and provide leadership support for local districts/directors with the Office of Special Education, to ensure students with disabilities have access to 21 st century curriculum. | Submit activity reports documenting attendance at all Office of Special Education staff meetings, professional development activities and monthly meetings with LEA special education directors as required by the Articles of Agreement | Activity reports | 2 | Director of Special Education |
| 5.2 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 st CCLC funds | Performance documents and reports | 2 | Project ISAAC Specialist |

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 Goal | Program/ Person Responsible |
|--|---|---|--------------|--|
| 6.1 Public Service Training staff will provide at least one (1) professional development opportunity for RESA 7 Public Service Training instructors in FY17. | <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 & Public Service Specialist |
| 6.2 Public Service Training will provide First Aid and CPR training to at least six (6) county school systems in FY17 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 & Public Service Specialist |
| 6.3 Public Service Training will coordinate and schedule a minimum of 450 PST classes within RESA 7 county school systems, fire departments and EMS agencies as requested during FY17. | <p>Work with agencies to provide classes as requested. Offer classes at various locations:</p> <ul style="list-style-type: none"> 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 & Public Service Specialist |

| Measurable Objectives | Action Plan/Activities | Progress/ Evaluation Outcome(s) | WVBE Goal | Program/ Person Responsible |
|---|---|---|----------------------|---|
| 6.4 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 FY17. | <p>Assist in the development of on-line fire training and testing</p> <p>Assist in implementation of new EMS standards curriculum</p> <p>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</p> | Documentation of additional training implemented through the number of classes/students and course evaluations | 5 | Director of Public Service & Public Service Specialist |
| 6.5 Implement State Policy 5202's clinical practice by monitoring each participant's 18 hours of progress. | Provide Substitute Teacher Trainings as needed to the public according to State Policy 5202 with monthly scheduled face-to-face certification sessions | Evaluation forms used after every 2-hour Face-to-Face Session. Registration and certification statistics maintained on monthly/yearly basis | 3 | Substitute Training Program Director /Assistant to the Executive Director |
| 6.6 Implement WV State Code §18-9F-9 – Crisis Response Plan. | Assist counties with crisis prevention/response plans, updates and maintenance of HSIN (Homeland Security Information Network), annual plan reviews and procedures and training of school personnel | Regional Safety Committee quarterly minutes and attendance, HSIN update logs, and audit/training logs | 2 | Regional Safety Director /Assistant to the Executive Director |
| 6.7 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 | Revise and create exams to reflect current course offerings and WV College and Career Readiness Standards | <p>Documentation of sign-in sheets from test creation and revision meetings</p> <p>Documentation of 2016-2017 Testing Out Scores</p> | 1 | Director of Professional Learning |

| Measurable Objectives | Action Plan/Activities | Progress/ Evaluation Outcome(s) | WVBE Goal | Program/ Person Responsible |
|---|---|---|----------------------|--|
| <p>Scores for the 2016 - 2017 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>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>6.8 Organize, facilitate, and chair the RESA 7 Professional Learning Council during the 2016 – 2017 school year.</p> | <p>Conduct quarterly meetings relevant to county, state, and school needs</p> | <p>Documentation of meeting agendas and minutes</p> | <p>1</p> | <p>Director of Professional Learning</p> |
| <p>6.9 Visit at least 50 middle school classrooms within the state to work with students on the CFWV Web-portal by July 1, 2017.</p> | <p>Schedule classroom visits at middle schools, get students signed up for CFWV accounts if they do not already have them, and instruct students on the School-2-College-2-Work activities</p> | <p>Reports from the Professional Center</p> | <p>1</p> | <p>College Access Training Director</p> |
| <p>6.10 Attend and participate in all RWS meetings, conference calls, and/or trainings scheduled by the WVDE.</p> | <p>Attend meeting as convened by the WVDE</p> | <p>Agendas Meeting Notes Travel Reimbursement</p> | <p>2 & 4</p> | <p>Regional Wellness Coordinator</p> |

| Measurable Objectives | Action Plan/Activities | Progress/ Evaluation Outcome(s) | WVBE Goal | Program/ Person Responsible |
|--|---|--|----------------------|---|
| 6.11 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 | 1 | WVWTC Training Coordinator & Executive Director |
| 6.12 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, Defensive Driving, and PEC Safeland USA. | Increase the number of companies we provide training for by 10% over the previous academic year | 1 | WVWTC Training Coordinator & Executive Director |
| 6.13 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 | 1 | WVWTC Training Coordinator & Executive Director |
| 6.14 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 and the Mountaineer Challenge Academy 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 | 1 | WVWTC Training Coordinator & Executive Director |

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