

*Regional Education
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400 Neville Street · Beckley, WV 25801
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RESA 1 Regional Council Meeting

MINUTES

Wednesday, March 16, 2016

3 pm

RESA 1 Office

or

VIA CONFERENCE CALL OR SKYPE FOR BUSINESS

1-646-560-7802

Code: 72579105#

CALL TO ORDER: Nelson Spencer, Council Chair

TIME: 3 pm

ATTENDANCE: REGIONAL COUNCIL MEMBER PRESENT:

<u>McDowell County</u>	Nelson Spencer, Superintendent Carolyn Falin, Assistant Superintendent J. Michael Callaway, Board Member
<u>Mercer County</u>	Mary Alice Kaufman, Board Member Michael Morgan, Principal
<u>Monroe County</u>	Joetta Basile, Superintendent Danny Lively, Board Member
<u>Raleigh County</u>	David Price, Superintendent Cindy Jafary, Board Member Darrin Butcher, Treasurer
<u>Summers County</u>	Dr. Deborah D. Clark, Board Member
<u>Wyoming County</u>	Deirdre Cline, Assistant Superintendent Morgan Davis, Board Member
<u>Higher Education</u>	Dr. Kathy Liptak, Concord University
<u>WVDE</u>	Barry Kelly, Executive Director Office of Adult Education and Workforce Development Jason Butcher, Coordinator West Virginia Board of Education
<u>WVBE</u>	Dr. William M. White, State Board Member West Virginia Board of Education

REGIONAL COUNCIL MEMBER NOT PRESENT:

<u>McDowell County</u>	Christina Davis, Teacher
<u>Mercer County</u>	Dr. Deborah Akers, Superintendent

Serving: Mercer, McDowell, Monroe, Raleigh, Summers, and Wyoming Counties

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REGIONAL COUNCIL MEMBER NOT PRESENT cont.:

Summers County Vicki Hinerman, Superintendent
Wyoming County Frank Blackwell, Superintendent
Higher Education Dr. Betsy Steenken, Bluefield State College
WVDE Dr. Kathy D'Antoni, Associate Superintendent
West Virginia Department of Education

RESA 1 STAFF MEMBERS PRESENT: Dr. Robin Lewis, Executive Director
LaDawn Weaver, Executive Secretary
Robbie Bailey, Public Service Training Specialist

ROLL CALL / COUNTY HIGHLIGHTS:

GUEST SPEAKER: Frank David Robbins, Aviation Program Coordinator, West Virginia University
Institute of Technology, presented to the Regional Council the Early Enrollment for
High School Students and the Aviation Program.

MINUTES:

RESA 1 Council Chair recommended that the Council approve the February 2016 Minutes.

Mary Alice Kaufman made a motion and Cindy Jafary seconded the motion to approve the February 2016 Minutes.

Discussion:

Approved: Yes No

CONSENT ITEMS:

Darrin Butcher, Treasurer/CSBO Raleigh County Schools - Monthly Financial Reports for February 2016 Financial Report

Mike Callaway made a motion and Dave Price seconded the motion to approve the Monthly Financial Report for February 2016.

Discussion: No discussion. Motion Carries

Approved: Yes No

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Darrin Butcher, Treasurer/CSBO Raleigh County Schools – Allow Raleigh County Schools to evaluate and select a financial institution for Banking and PCARD services on behalf of RESA 1 for the period FY17 – FY19.

Dr. Deborah Clark made a motion and Morgan Davis seconded the motion to allow Raleigh County Schools to evaluate and select a financial institution for Banking and PCARD services on behalf of RESA 1 for the period FY17 – FY19.

Discussion: No discussion. Motion Carries

Approved: Yes No

Darrin Butcher, Treasurer/CSBO Raleigh County Schools – Allow Raleigh County Schools to evaluate and select an Audit Firm on behalf of RESA 1 to conduct the Annual Financial Statement Audit for the period FY16 – FY18. Executive Director, Dr. Robin Lewis will be a member of the RCS audit selection committee.

Joetta Basile made a motion and Danny Lively seconded the motion to allow Raleigh County Schools to evaluate and select an Audit Firm on behalf of RESA 1 to conduct the Annual Financial Statement Audit for the period FY16 – FY18. Executive Director, Dr. Robin Lewis will be a member of the RCS audit selection committee.

Discussion: No discussion. Motion Carries

Approved: Yes No

Darrin Butcher, Treasurer/CSBO Raleigh County Schools – Allow Raleigh County Schools to evaluate and select A Workers Comp Agent of Record on behalf of RESA 1 for the period FY17 – FY19.

Mary Alice Kaufman made a motion and Dr. William White seconded the motion to allow Raleigh County Schools to evaluate and select A Workers Comp Agent of Record on behalf of RESA 1 for the period FY17 – FY19.

Discussion: No discussion. Motion Carries

Approved: Yes No

Discussion:

Approved: Yes No

Billie Trump, RESA 1 Public Service Coordinator, – Allow Public Service Training to purchase a new vehicle. The vehicle will be \$26,000.00 purchased with local funds. This is to replace a 2009 Jeep with 205,000 miles.

Mike Callaway made a motion and Dave Price seconded the motion to allow Public Service Training to purchase a new vehicle.

Discussion: Robbie Bailey was present to answer any question from the regional council. Dr. White did clarify with Mr. Bailey that this purchase would be from local funds.

Approved: Yes No Motion Carries

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Dr. Robin Lewis, Executive Director - Personnel: Permission to Post

Permission to Post

Sub for SPOKES, Continuous Posting Attached

IT Systems Technician (Mercer County) 240 days to replace John Watson

Dr. Deborah Clark made a motion and Dave Price seconded the motion to approve permission to post the above positions.

Discussion: No Discussion. Motion Carries

Approved: Yes No

Dr. Robin Lewis, Executive Director - Personnel: New Hires

Position	Last Name	First Name	Contract Days	Actual Days	Start Date	Salary	Annual	Contract Hourly	Retirement System
SPOKES Substitute	Moses	Orland						\$19.00	

Michael Callaway made a motion and Mary Alice Kaufman seconded the motion to hire the Information Technology Systems Engineer.

Discussion: No Discussion. Motion Carries

Approved: Yes No

Dr. Robin Lewis, Executive Director - Personnel: Position Reclassification

Position	Last Name	First Name	Salary Increase	Reduction in days	Annual 2014-2015	Contract Hourly
1. Spokes Teacher	Leggett	Susan	\$102			
2. Medicaid Specialist	Bailey	Jamie		240-220		

1. Mary Alice Kaufman made a motion and Cindy Jafary seconded the motion to reclassify the above position of Spokes Teacher Susan Leggett.

Discussion: This Item was tabled in February for review. Information was provided on her past employment for RESA 4 and her education. Council voted and motion carried.

Approved: Yes No

2. Dave Price made a motion and Michael Morgan seconded the motion to reduce the Medicaid Specialist, Jamie Bailey's days from 240-220.

Discussion: The regional council was informed that this reduction in days is due to the budget.

Approved: Yes No Motion Carried.

Dr. Robin Lewis, Executive Director - Personnel: Position No Longer Funded – Employment Letters.

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Position No Longer Funded

Position	Last Name	First Name	Actual Days	Last Day
N/A				

_____ made a motion _____ seconded the motion

Discussion: Dr. Robin Lewis updated the regional council that the annual employment letters were mailed to all RESA 1 employees. No action was needed.

Approved: Yes ___ No ___

Dr. Robin Lewis, Executive Director - Personnel: Resignations

Positions Resigned

Position	Last Name	First Name	Actual Days	Last Day
N/A				

_____ made a motion and _____ seconded the motion to accept this resignation.

Discussion:

Approved: Yes ___ No ___

Positions Retirements

Position	Last Name	First Name	Actual Days	Last Day
N/A				

_____ made a motion and _____ seconded the motion to accept this resignation.

Discussion:

Approved: Yes ___ No ___

COMMUNICATIONS & REPORTS:

- ✓ Barry Kelly, Executive Director, Office of Adult Education – WVDE was available to answer any questions.
- ✓ Jason Butcher, Coordinator West Virginia Board of Education was available to answer any questions.
- ✓ “Big Rocks” Report for February 2016
- ✓ Employee Status Reports for February 2016
- ✓ Medicaid Report for February 2016

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COMMUNICATIONS & REPORTS cont.:

✓ **Executive Director's Report – Dr. Lewis presented the council with the following information:**

- **PERD**
- **OEPA**
- **Evaluation of Executive Director – Presentation – April**
This evaluation is due May 1, 2016. In order to meet this deadline, the regional council discussed changing the April and May council meeting dates. The April meeting will be April 11, 2016 at 10 am and the May meeting will be May 2, 2016 at 10 am. Also to stay in protocol with the audits, the June meeting will be at 3pm.
- **ESCAPE, Social Studies Fair, Literacy Training, Substitute Training, and Medal of Honor**
- **Upcoming Events**
 - *Professional Learning - April 13, 2016
 - *Community Schools – April 27, 2016, 10am – 2pm
 - * Science Fair – May 14, 2016
 - *Standard Training - July 18-19, 2016
 - *Leadership – John Draper and Howard Seufer – July 21, 2016
- **Talent Pool – Resumes requested**
- **LaDawn Weaver - AEPA and TIPS (Posted)**
- **Other suggestions or information as needed**
- **County Concerns: McDowell, Mercer, Monroe, Raleigh, Summers & Wyoming**

✓ **RESA 1 Staff - Program Updates**

INFORMATION:

___ Other
___ New Business

ADJOURNMENT:

Joetta Basile made a motion to adjourn the March 16, 2016 Council Meeting.

Discussion: n/a
Approved: Yes_X___ No___

Executive Director: _____ Date: _____

***NEXT REGIONAL COUNCIL MEETING WILL BE:
April 11, 2016, at 10pm at the RESA 1 office or Skype for Business or
VIA conference 1-646-560-7802
Pin – 72579105#**

(Please let LaDawn know if you are planning on attending or will be calling in.)