# WEST VIRGINIA
# SECRETARY OF STATE

**JOE MANCHIN III**

# ADMINISTRATIVE LAW DIVISION

Form #2

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2003 NOV 17 A 11: 28

OFFICE WEST VIRGINIA
SECRETARY OF STATE

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**NOTICE OF A COMMENT PERIOD ON A PROPOSED RULE**

AGENCY: West Virginia Board of Education TITLE NUMBER: 126

RULE TYPE: Legislative CITE AUTHORITY: W. Va. Const., Article XII, §2; W.Va. Code §18-2-5 and §18-2-26

AMENDMENT TO AN EXISTING RULE: YES X NO ____

IF YES, SERIES NUMBER OF RULE BEING AMENDED: 72

TITLE OF RULE BEING AMENDED: Establishment and Operation of Regional Education Service Agencies (3233)

IF NO, SERIES NUMBER OF NEW RULE BEING PROPOSED: _____

TITLE OF RULE BEING PROPOSED: _____

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IN LIEU OF A PUBLIC HEARING, A COMMENT PERIOD HAS BEEN ESTABLISHED DURING WHICH ANY INTERESTED PERSON MAY SEND COMMENTS CONCERNING THESE PROPOSED RULES. THIS COMMENT PERIOD WILL END ON December 17, 2003 AT 4:45 p.m. . ONLY WRITTEN COMMENTS WILL BE ACCEPTED AND ARE TO BE MAILED TO THE FOLLOWING ADDRESS:

Steven L. Paine, Deputy State Superintendent
West Virginia Department of Education
Capitol Building 6, Room 360
1900 Kanawha Boulevard, East
Charleston, West Virginia 25305

THE ISSUES TO BE HEARD WILL BE LIMITED TO THIS PROPOSED RULE.

Steven L. Paine
Deputy State Superintendent of Schools

ATTACH A **BRIEF** SUMMARY OF YOUR PROPOSAL

$5.60

# EXECUTIVE SUMMARY
# WEST VIRGINIA BOARD OF EDUCATION

## POLICY 3233
## ESTABLISHMENT AND OPERATION OF REGIONAL EDUCATION SERVICE AGENCIES

**Background:**

Policy 3233 establishes and sets forth in policy the operation procedures for Regional Education Service Agencies (RESAs). This policy was last revised and made effective on January 12, 2003 as a result of revisions to W. Va. Code §18-2-5 and §18-2-26. In August, 2003, an assigned committee of the West Virginia Board of Education reviewed Policy 3233 in order to ensure the efficient operation of RESAs.

**Proposals:**

Revisions to Policy 3233 are being recommended to ensure efficient operation of RESAs. The following substantive revisions are recommended:

- Section §126-72-5 - The Comprehensive Strategic Plan of Services has been renamed the Plan of Services. The Plan structure has been revised in order to complement the comprehensive school improvement program of the West Virginia Department of Education (State Department).
- Section §126-72-6 - Standards for service delivery have been revised to enhance collaboration between RESAs, the State Department, the Office of Education Performance Audits, and the Center for Professional Development. Time lines for submission of the Plan of Services have been revised.

**Impact:**

The proposed revisions improve the capacity of RESAs to provide technical assistance and targeted professional development to school districts and schools while enhancing collaboration between the RESAs, the State Department, the Office of Education Performance Audits, and the Center for Professional Development.

126CSR72

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2003 NOV 17 A 11: 28

OFFICE WEST VIRGINIA
SECRETARY OF STATE

**TITLE 126**
**LEGISLATIVE RULE**
**BOARD OF EDUCATION**

**SERIES 72**
**Establishment and Operation of Regional Education Service Agencies (3233)**

## §126-72-1. General.

1.1. Scope. -- This legislative rule provides for the establishment and operation of Regional Education Service Agencies (RESAs).

1.2. Authority. -- W.Va. Constitution, Article XII, Section 2; W.Va. Code §18-2-5 and §18-2-26.

1.3. Filing Date. -- ~~December 13, 2002~~.

1.4. Effective Date. -- ~~January 12, 2003~~.

1.5. Repeal of Former Rule. -- This rule ~~repeals and replaces~~ amends W.Va. 126CSR72, Establishment and Operation of Regional Education Service Agencies, Policy 3233, filed ~~February 15, 2002~~ December 13, 2002 and effective ~~March 17, 2002~~ January 12, 2003.

## §126-72-2. Establishment.

2.1. The West Virginia Board of Education (State Board) establishes multi-county Regional Education Service Agencies (RESAs) as the regional units in the state school system to provide for high quality, cost effective education programs and services to students, schools, and school systems. As part of a statewide network of RESAs, each RESA is established as a regional public multi-service agency to develop, manage, and provide services or programs to county school systems. RESAs shall be recognized individually and collectively as essential administrative agencies responsible for performing a service function(s) to public school districts consistent with the State Board's commitment to high quality programs and services for all students in a state educational system that is thorough, efficient and performance-based.

2.2. Eight (8) educational regions are designated as indicated on the attached map. The State Board may make modification of these regions based on performance of the RESAs in achieving results consistent with this rule or any other factors intended to ensure that the network of RESAs can deliver equitable, efficient and high quality standards of

services to county school systems. RESAs or county boards may petition the State Board for change where evidence exists such a change could improve effectiveness or efficiency of services intended to build capacity through technical assistance and professional development that results in the continuous improvement of student performance. All county school systems located within the boundaries of each RESA, as determined by the State Board, shall be members of that RESA.

2.3. The RESAs are established and assigned the responsibility for administering existing regional education programs, insofar as is consistent with state and/or federal law, except for multi-county programs where the attendance areas do not coincide with the established RESA boundaries.

2.4. The executive director of each RESA, with the advice and assistance of the RESA's regional council, is responsible for implementing a strategic planning process that assesses the needs for planning and developing multi-county programs. The executive director of the RESA will be responsible for administering and implementing regional educational programs resulting from the strategic planning process. To the extent funds are available at the RESA, or offered on a fee basis by a RESA, the RESA executive director is to give priority to any request for programs or services needed to implement the unified county or school improvement plan of a low-performing school system or school.

2.5. RESAs are empowered to contract with county boards of education, the West Virginia Department of Education (State Department), persons, companies, or other agencies to implement their ~~Comprehensive Strategic~~ Plan of Services ~~(CSPS)~~. A RESA is eligible as a local education agency (LEA) to participate in partnership with or on behalf of any county school system or school in those federal programs that will accomplish implementation of the strategic plan and/or state education initiative.

2.6. A RESA is established to serve as a repository of research-based teaching and learning practices, ~~and may offer and perform services as a Center of Excellence on behalf of the state network of RESAs for which the individual RESA has appropriate expertise or capacity as determined by the State Superintendent~~. The RESA shall use technology, particularly web-based technology and the State Department's ~~of Education's~~ e-portal (web site), to ensure maximum access to such practices by public schools in the region and state.

2.7. A RESA may not perform a regulatory function; however, this does not prohibit a RESA from offering technical assistance, including targeted comprehensive staff development services, or other technical assistance to a low-performing school or school system that is found to be out of compliance with a state law or federal law, or as directed by the State Board or State Superintendent of Schools.

2.8. All functions of the RESAs shall be liberally construed to effectuate the intent of the State Board.

**§126-72-3. Governance and Administration.**

3.1. Each RESA shall have a regional council for the purpose of advising and assisting the executive director in carrying out his or her duties. The regional council shall consist of the county superintendent and a member of the board of education from each county school system within the region; one representative from the State Department ~~of Education~~ selected by the State Superintendent of Schools; and, to be selected by the RESA executive director, one chief instructional leader who is not a superintendent, one school principal, and one teacher in the region. The RESA executive director may also select additional ~~non-voting~~ members to serve on the regional council to represent higher education, business and industry, or other entities. At the first meeting in July after each biennial election each county board shall officially designate the board member representing its board on the regional council. The term of each county board of education member appointment shall be two years, and the member may be reappointed. The term of each person selected by the executive director shall be two years and the member may be reappointed.

3.2. Each member of the regional council shall be a voting member of the regional council. Recommendations of the regional council on the following issues are binding on the RESA and executive director for the following purposes, subject to final approval by the State Board: nomination of the RESA executive director, employment of RESA full-time professional/supervisory staff, development of an annual budget, creation of the RESA ~~Comprehensive Strategic~~ Plan of Services, and evaluation of RESA performance.

3.3. The superintendent of schools in each county may designate a member of his/her administrative staff to serve as his/her official representative on the regional council as his/her voting alternate if he/she is unable to attend a meeting. Each board of education member may designate an alternate member of the board of education as his/her voting alternate if he/she is unable to attend a meeting. If the State Department ~~of Education~~ representative is unable to attend a RESA meeting, the State Superintendent of Schools may designate an alternate representative to attend the meeting. Persons selected by the executive director on the regional council who are unable to attend a meeting may provide a substitute to represent him/her at the meeting if approved by the executive director.

3.4. The regional council of each RESA shall elect a chairperson from its members and provide for such other officers as it may determine are needed. All officers shall be elected for one-year terms, except that vacancies occurring during a term shall be filled for the remainder of the term by a majority vote of members on the regional council.

3.5. Each regional council shall adopt policies, rules or regulations for the effective and efficient operation of the RESA consistent with the provisions in this State Board rule.

3.6. Each regional council shall, by policy, fix a quorum for its meetings. In the absence of policy, Robert's Rules of Order shall apply.

3.7. The RESA executive director, with input from the chairperson of the regional council shall establish advisory committees, taskforces, and study groups as desired for accomplishing RESA functions and services consistent with this State Board rule.

3.8. The administration of each RESA shall be under the direction of an executive director who shall be appointed by the State Board in consultation with the regional council and the State Superintendent of Schools. In filling a vacancy in the position of executive director for the RESA, the regional council shall solicit, ~~and~~ screen and nominate two candidates for consideration by the State Superintendent of Schools and State Board. If no candidate is acceptable to the State Board, the regional council shall submit two new candidates.

3.9. In soliciting candidates for the position of executive director, the regional council shall follow procedures of the State Department ~~of Education~~. In soliciting and nominating candidates for the position of executive director, the regional council shall use the job description for the position of RESA executive director found in Appendix A of this rule.

3.10. The RESA executive director shall serve at the will and pleasure of the State Board and be evaluated annually by the State Superintendent of Schools as the State Board's designee with input from the regional council. The State Board shall determine the salary of the executive director at each RESA. Termination of a RESA executive director shall be by the State Board with input from the regional council and the State Superintendent of Schools.

3.11. A RESA may employ staff, as necessary, to perform services described in the ~~CSPS~~ Plan of Services, or to operate demonstration, pilot or other such projects that may require staff and support services for effective implementation. Approval by the State Board of staff employment by the RESA shall require the majority of members on the regional council to confirm by vote that such positions are necessary for effective provision of services to county school systems in the region and consistent with this rule and/or State Board initiative(s) and recommendations of the RESA executive director. The State Board may delegate to the State Superintendent of Schools the authority to authorize, prior to State Board approval, the hiring of emergency or part-time staff.

3.12. The executive director of the RESA, with the advice and assistance of the regional council, shall determine the location and physical housing arrangement of each

RESA office. The State Board shall review the recommendation of the RESA executive director and consider approval of the request in consultation with the executive director and chairperson of the regional council. A RESA office location in effect on November 1, 2002, shall remain the location of the RESA office unless the State Board approves a change.

**§126-72-4. Finances.**

4.1. The executive director of the RESA shall prepare and submit an annual basic operating budget for the next fiscal year at a regional council meeting held no later than April. The budget must be approved by the State Board ~~of Education~~. In preparing the budget, the executive director is to (1) allocate expenditures with actions planned to accomplish the ~~CSPS~~ Plan of Services; (2) consult with the Assistant State Superintendent of the State Department's Division of Administrative Services for ensuring any potential or standing audit issues are considered; (3) reflect in the budget a priority expenditure of funds for providing technical assistance to low- performing schools and school systems, and for providing high quality targeted staff development designed to enhance the performance and progress of students in public schools; and (4) prior to submitting the annual budget to the State Board for approval, obtain a majority vote by a quorum of members on the regional council regarding the budget's appropriateness for meeting needs of school systems in the region.

4.2. The RESA executive director, with advice and assistance of the regional council, may select as its fiscal agent one of the county boards of education comprising the RESA. The county board so selected shall receive and disburse funds in accordance with policies adopted by the State Board. A county board of education serving as a RESA fiscal agent may not initiate action, direct the RESAs programs or substitute its judgment for that of the executive director as advised by the regional council. The county board of education may reject an action of the executive director on a legal basis. The executive director of the RESA shall make provisions for an annual audit of RESA fiscal operations in accordance with that required of county boards of education. However, the executive director is to consult with the Assistant State Superintendent of the State Department's Division of Administrative Services ~~in the State Department of Education~~ to ensure the audit process addresses all issues germane to tracking budget activities.

4.3. A special account will be established for RESA funds by any county acting as a fiscal agent. Monthly financial reports shall be made to the RESA executive director who shall review such reports with the regional council, and submit such reports to the State Board.

4.4. A RESA may receive and disburse funds from the state and federal governments, from member counties, or from gifts and grants. Each RESA is encouraged to partner with member school systems, particularly those designated as low-performing,

and other organizations as appropriate to attract and leverage resources available from federal programs to maximize its capacity for meeting the needs of member schools and school systems. The State Board recognizes a RESA as an eligible LEA for the purposes of applying, on behalf of school systems, for federal grant funds consistent with performing regional services and functions in this rule and/or supportive of education initiatives of the State Board.

4.5. A RESA may acquire and hold property considered necessary by the executive director for achieving the purpose and functions for which RESAs are established, as advised by the regional council and subject to approval by the State Board. In the event a RESA is dissolved or discontinued, any property, furniture, equipment, and supplies will be divided equitably among the member counties. In the event a RESA is reconfigured, the executive director and regional council shall consider such change in the equitable distribution decision recommended by the executive director for approval by the State Board.

**§126-72-5. ~~Comprehensive Strategic~~ Plan of Services ~~(CSPS)~~.**

5.1. Educational services to be provided to the member county boards by RESAs include areas of service in which the agencies can best assist the State Board in implementing the standards-based accountability model pursuant to subsection (a) of W.Va. Code §18-2-26 in providing high quality education programs. These areas of service, with the first two areas constituting the most important responsibilities for the agencies, include:

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

5.1.2. Providing high quality, targeted staff development designed to enhance the performance and progress of students;

5.1.3. Facilitating coordination and cooperation among the 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;

5.1.4. Installing, maintaining and/or repairing education related technology equipment and software with special attention to the state-level basic skills and SUCCESS programs;

5.1.5. Receiving and administering grants under the provisions of federal and/or state law; and

5.1.6. Developing and/or implementing any other programs or services as directed by law or by the State Board.

5.2. The State Board and the regional council of each agency shall continually explore possibilities for the delivery of services on a regional basis that will facilitate equality in the education offerings among counties in its service area, permit the delivery of high quality education programs at a lower per student cost, strengthen the cost effectiveness of education funding resources, reduce administrative and/or operational costs, including the consolidation of administrative, coordinating and other county level functions into region level functions, and promote the efficient administration and operation of the public school systems generally. Technical, operational, programmatic or professional services are among the types of services appropriate for delivery on a regional basis.

5.3. ~~Provision of services by a RESA shall be specified in a CSPS and approved by the State Board.~~ The RESA executive director, with advice and assistance of the regional council, shall prepare ~~a three-year CSPS~~ an annual Plan of Services to be approved by the State Board, which at a minimum, shall include the following:

5.3.1. ~~A description of how the RESA will conduct an ongoing needs assessment;~~ At a minimum, the plan must address the first two areas of service for RESAs as described in sections 5.1.1 through 5.1.6 of this policy.

5.3.2. ~~A summary of the findings from the needs assessment. The findings must include the following:~~ The Plan of Services must be based upon: (1) findings from review of unified county district and school improvement plans of low-performing schools in member county systems; (2) findings for member districts from review of accountability reports of the ~~West Virginia~~ Office of Education Performance Audits; (3) requests from superintendents of member systems for technical assistance to low-performing schools and targeted staff development designed to improve student performance; and (4) any other findings considered appropriate by the RESA executive director for planning programs and services that address the needs of member county systems and that are consistent with and support State Board initiatives.

5.3.3. ~~A description of agency-wide goals developed as a result of the needs assessment findings, especially for low-performing school systems or schools, with objectives that are performance-based. Agency-wide goals shall be measurable and, at a minimum, focused on assisting schools and school systems with a school improvement process for improving teaching and learning consistent with State Board policies.~~ The Plan of Services shall include:

a. The desired objectives;

b. The State Board "Goals for Education" being addressed by each objective;

c. An action plan, including activities and responsible personnel;

d. The projected time line for completion of the activities;

e. How progress will be monitored and evaluated;

f. The source and amount of funding necessary (in any); and

g. A plan for the dissemination of best practices.

~~5.3.4. An action plan that describes the services developed to meet agency-wide goals and to meet the standards defined in this rule. Action plans shall include provisions such as:~~

~~a. Equitable service to meet the agency-wide goals;~~

~~b. Agency-wide resources, which include funding, staff allocation, and time for services to be delivered directly, through contractual agreements, or through collaborative arrangements with other educational or community agencies;~~

~~c. Agency-wide responsible parties that will monitor the implementation of services in the action plan;~~

~~5.3.5. Description of a performance-based system for measuring the efficiency and effectiveness of services consistent with the standards of quality in this rule; and~~

~~5.3.6. Description of a process for reporting progress toward agency-wide goals to the regional council and use of progress results in a continuous improvement model for the RESA.~~

~~5.3.7. Description of how the RESA will share expertise for building capacity of the statewide network of RESAs, particularly expertise associated with its Center of Excellence if such a designation has been made by the State Department of Education. The State Department of Education's representative on the RESA regional council shall work collaboratively with the RESA executive director in preparing an application for designation as a Center of Excellence. A RESA may hold more than one such designation and each will become a part of the RESA's CSPS upon designation.~~

5.4. Each RESA shall submit ~~a CSPS~~ the Plan of Services to the State Department ~~of Education~~ by ~~July 1, 2003, and each three year period thereafter~~ September 1 of each

year for approval by the State Board. ~~A CSPS~~ Recognizing the possible changes that are often necessary to address new legislation, possible changes in student/school achievement and other related factors, the Plan of Services may be amended at the written request of the RESA executive director and must receive the approval of the State Board. An amendment request shall include the signature of the regional council chairperson verifying that the amendment requested is consistent with the needs of the RESA and member school systems.

5.5. As part of the statewide network of RESA services, and to the extent funds are appropriated or otherwise available, regional educational service agencies may work with the West Virginia Virtual School to establish a model for the delivery of instruction. RESAs shall cooperate with the State Board in developing an effective model for the regional delivery of instruction in subjects where there exists low student enrollment or a shortage of certified teachers or where the delivery method substantially improves the quality of an instructional program. The model may incorporate an interactive electronic classroom approach to instruction.

**§126-72-6. Standards for Service Delivery, Accountability and Reporting.**

6.~~2~~1. ~~By July 1, 2003, the State Department of Education and the RESAs shall develop a core set of outcome measures and indicators for each quality standard of service to be used by each RESA in the statewide network of RESAs. The outcome measures and indicators shall be piloted by each RESA. Results of the pilot test will be used by the State Board to create a core set of performance measures, indicators, and benchmarks approved by the State Board of Education for use by the statewide network of RESAs beginning July 1, 2004.~~ Each RESA shall work in coordination with the State Department and in accordance with the Memorandum of Understanding between the RESAs, the State Department, the Office of Education Performance Audits, and the Center for Professional Development to address the issues and initiatives of school systems within their respective regions in relation to school improvement.

6.~~4~~2. On or before ~~August~~ December 1 of each year, each RESA shall submit to the State Superintendent of Schools and State Board an annual report ~~of performance regarding evaluation of the technical assistance and other services provided and utilized by the schools within each respective region and their effectiveness.~~ The report is to include ~~(a) specific section(s) describing services provided for each service area listed in Section 5.1 of this policy and how the RESA progressed in meeting the four quality standards of service. Suggestions on methods to improve utilization of services by member school systems and for developing new programs and enhancing existing programs shall be included in the annual performance report~~ a summary of all the programs/services provided by the RESA as well as the results of the evaluation described in section 6.3 of this policy. Such report should also give adequate consideration to any non-quantifiable benefits

derived from RESA services which the RESA executive director and regional council deem appropriate. The report submitted by the executive director shall be reviewed by the members of the regional council who shall verify by a majority vote that the contents of the report accurately represent performance of the RESA.

6.~~1~~3. Each RESA~~, with advice and assistance of the regional council, shall develop and implement a performance-based self-assessment system for measuring the effectiveness and efficiency of programs and services delivered to member school systems. The system will use a model that enables the RESA to determine the extent to which services offered are producing outcomes that benefit member school systems. At a minimum, the self-assessment system is to address four quality standards of service: (1) RESA's role in increasing student performance within the RESA region; (2) RESA's role in assisting county systems in increasing efficiency, effectiveness, and economy of operations; (3) RESA's role in advancing statewide initiatives of the State Board or State Department of Education in the region; and (4) RESA's role in contributing to the overall capacity of the statewide network of RESAs to provide technical assistance to public schools~~ shall submit to the State Superintendent of Schools no later than December 1 of each year, as a part of the RESA's annual report, an evaluation of the services provided within each respective region and their effectiveness. The evaluation is to be completed by schools, school systems and others using the RESA's services/programs and must include: (1) an overall evaluation of the RESA's services/programs; (2) suggestions on methods to improve the utilization of existing services/programs; (3) suggestions on how existing services/programs may be enhanced; and (4) what new services/programs would be of benefit to schools and school systems.

6.~~3~~4. The State Superintendent of Schools may direct a review of the RESA standards of service, performance measures and indicators at any time he or she determines such review is necessary. Such a review is to include the consultation of the RESA executive directors who shall seek advice and assistance of their regional councils in the review process. The State Board will consider results of the review in determining changes needed in the standards of service for the network of RESAs.

6.5. On or before June 1 of each year, ~~T~~the ~~s~~State ~~s~~Superintendent of Schools shall conduct an annual evaluation of each executive director and regional education service agency and report the results of the evaluation to the State Board and the regional council. In conducting this evaluation, the ~~s~~State ~~s~~Superintendent of Schools shall consider (1) the RESA's annual performance report, (2) the leadership of the RESA executive director in developing and implementing the ~~CSPS~~ Plan of Services, (3) findings in the RESA's annual budget audit, (4) recommendations of the regional council regarding performance of the RESA, and (5) any other factor the ~~s~~State ~~s~~Superintendent of Schools considers appropriate.

6.6. The executive directors in the network of RESAs shall annually select from their membership one executive director to serve as the communication liaison with the State Board and State Superintendent of Schools. The Assistant State Superintendent of the State Department's Division of ~~for~~ Administrative Services, or other State Department Assistant State Superintendent designated by the State Superintendent of Schools, shall serve as the liaison for the State Department ~~of Education~~. The purpose of this communication linkage is to ensure that information exchange occurs between leadership of the RESAs, the State Department ~~of Education~~, and the State Board that can reveal the benefits, challenges, needs, opportunities and potential partnership roles of the statewide RESA network as an essential technical assistance and professional development provider of services to the state's system of public schools.

**§126-72-7. Severability.**

7.1. If any provision of this rule or application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of this rule.

## Appendix A
## Job Description of Regional Education Service Agency (RESA) Executive Director

**Expectations:**

Works effectively as a member of an educational leadership team

Demonstrates self-control and exhibits an attitude of mutual respect

Is ethical and demonstrates good work habits

Demonstrates an ability to work effectively with numerous entities, including county school systems, ~~State~~ West Virginia Department of Education officials, higher education, regional and local community organizations, various associations, and federal agencies

**Duties and Responsibilities:**

Provide leadership for the RESA in developing and implementing a ~~Comprehensive Strategic~~ Plan of Services for serving school systems in the region

Evaluate (measure) and report performance of the RESA on standards of services delivered

Identify and direct delivery of services needed by low-performing schools

Identify and direct high quality, targeted staff development designed to enhance the performance and progress of students in public schools of the region

Leverage and attract federal, state, regional and local resources needed to accomplish the RESA ~~Comprehensive Strategic~~ Plan of Services

Plan and execute the RESA budget and maintain all records consistent with state and federal laws, rules and regulations

Work collaboratively with the RESA regional council in establishing policies and executing actions consistent with West Virginia ~~State~~ Board of Education Policy 3233

Supervise and evaluate RESA personnel

Maintain a repository of research-based best practices for supporting effective teaching and learning and school improvement in the region

Provide leadership for the RESA to function as a full partner in the statewide network of RESAs

Represent the RESA in local, state, and national meetings

Perform other duties as may be assigned by the State Superintendent of Schools and/or ~~State~~ West Virginia Board of Education

**Qualifications:**

Doctorate preferred in a field related to education; Master's degree required

Holds or is eligible for a West Virginia Professional Teaching, Administrative or Service Certificate

Has a minimum of three years of full time professional education experiences in the public schools

Demonstrates knowledge of and significant experiences in directing or assisting improvement of low performing schools, or in successfully designing and implementing a model of continuous school improvement

Demonstrates a knowledge of and experiences with research-based school improvement practices, including supportive comprehensive professional (staff) development models and or practices

Demonstrates a knowledge of the accreditation practices and goals for public education in West Virginia

Demonstrates the ability to interact collaboratively with an advisory board or council with broad representation related to education

Demonstrates the ability and interest to pursue actively growth in competencies related to providing high quality leadership as a professional administrator

Demonstrates a knowledge of and/or experiences with a regional educational service agency as part of a statewide network of such technical assistance providers

Demonstrates the ability to plan, implement, and evaluate staff

Demonstrates the written, oral, and technology communication skills for the position

FORM HD 201
(10-66)

**FISCAL NOTE WORKSHEET**
(Submit 4 Copies)

HD NO _____ DRAFT NO _____ BILL NO _____ RESOLUTION NO _____

SUBJECT **Policy 3233: Establishment and Operation of Regional Education Service Agencies** FUND General

SOURCE OF REVENUE: ☐ GENERAL FUND ☐ SPECIAL ☐ OTHER (SPECIFY) _____

COST OF ESTIMATE BASED ON: ☐ AN ORIGINAL ESTIMATE ☐ BUDGET BILL ☐ OTHER (SPECIFY) _____

INCOME ESTIMATE BASED ON: ☐ AN ORIGINAL ESTIMATE ☐ BUDGET BILL ☐ OTHER (SPECIFY) _____

SHOW OVER-ALL EFFECT IN ITEMS 1 AND 2 & GIVE EXPLANATION OF BREAKDOWN BY FISCAL YEAR INCLUDING LONG-RANGE EFFECT

| EFFECT OF PROPOSAL | ANNUAL INCREASE | ANNUAL DECREASE | FISCAL YEAR CURRENT | FISCAL YEAR NEXT | FISCAL YEAR THEREAFTER |
|---|---|---|---|---|---|
| 1. ESTIMATED TOTAL COST | $ -0- | $ - 0 - | $ - 0 - | $ -0- | $ -0- |
| PERSONAL SERVICES<br>CURRENT EXPENSES<br>REPAIRS/ALTERATIONS<br>EQUIPMENT<br>OTHER | $ | $ | $ | $ | $ |
| 2. ESTIMATED TOTAL REVENUES | $ -0- | $ - 0 - | $ - 0 - | $ -0- | $ -0- |

3. EXPLANATION OF ABOVE ESTIMATES (INCLUDING LONG-RANGE EFFECT):

| DATE | AGENCY | AUTHORIZED REPRESENTATIVE |
|---|---|---|
| November 14, 2003 | West Virginia Department of Education | |

**POLICY 3233**
**SERIES 72**
**ESTABLISHMENT AND OPERATION OF REGIONAL EDUCATION SERVICE AGENCIES**
**COMMENT RESPONSE FORM**

**Comment Period Ends: December 17, 2003**

Please use this form when commenting on proposed Policy 3233. You may attach additional sheets if necessary.

Individual/Organization:_____

Title: _____

Street Address:_____

City/State/Zip Code: _____

**§126-72-1. General**

**§126-72-2. Establishment**

**§126-72-3. Governance and Administration**

**§126-72-4. Finances**

**§126-72-5. Plan of Services**

**§126-72-6. Standards for Service Delivery, Accountability and Reporting**

**§126-72-7. Severability**

**Please return comments to:**

**Steven L. Paine, Ed. D.**
**Deputy State Superintendent of Schools**
**West Virginia Department of Education**
**Capitol Building 6, Room 360**
**1900 Kanawha Boulevard East**
**Charleston, West Virginia 25305-0330**
**Fax Number: (304) 558-0048**
**Email: pbird@access.k12.wv.us**