

WEST VIRGINIA  
SECRETARY OF STATE

JOE MANCHIN, III

ADMINISTRATIVE LAW DIVISION

Form #5

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FILED

2002 DEC 13 P 3 21

OFFICE WEST VIRGINIA  
SECRETARY OF STATE

NOTICE OF AGENCY ADOPTION OF A PROCEDURAL OR INTERPRETIVE RULE  
OR A LEGISLATIVE RULE EXEMPT FROM LEGISLATIVE REVIEW

AGENCY: West Virginia Board of Education TITLE NUMBER: 126

CITE AUTHORITY: W. Va. Constitution, Article XII, § 2, W. Va. Code §18-2-5 and §18-2-26.

RULE TYPE: PROCEDURAL \_\_\_\_\_ INTERPRETIVE \_\_\_\_\_

EXEMPT LEGISLATIVE RULE X

CITE STATUTE(S) GRANTING EXEMPTION FROM LEGISLATIVE REVIEW

W. Va. Code §§ 29A-3B-1, et seq.; W. Va. Board of Education  
v. Hechler, 180 W. Va. 451; 376 S.E.2d 839 (1988).

AMENDMENT TO AN EXISTING RULE: YES X NO \_\_\_

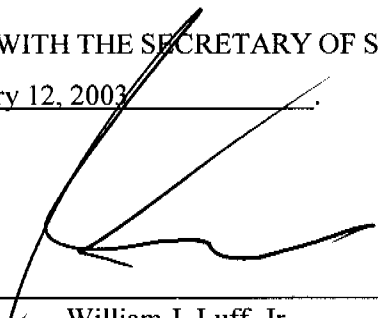
IF YES, SERIES NUMBER OF RULE BEING AMENDED: 72

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: \_\_\_\_\_

THE ABOVE RULE IS HEREBY ADOPTED AND FILED WITH THE SECRETARY OF STATE. THE  
EFFECTIVE DATE OF THIS RULE IS January 12, 2003.

  
\_\_\_\_\_  
William J. Luff, Jr.  
Deputy State Superintendent of Schools

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EXECUTIVE SUMMARY  
WEST VIRGINIA BOARD OF EDUCATION

OFFICE WEST VIRGINIA  
SECRETARY OF STATE

POLICY 3233  
ESTABLISHMENT AND OPERATION OF REGIONAL EDUCATION SERVICE  
AGENCIES

**Background:**

Policy 3233 establishes and sets forth in policy the operational procedures for Regional Education Service Agencies (RESAs). The Policy was initially passed in 1972, revised in August 2000. H.B. 4319, passed by the legislature in 2002, requires the State Board to reexamine the powers and duties of the regional education service agencies.

**PROPOSED CHANGES:**

Major changes in Policy 3233 include the following:

1. Emphasizes RESAs as a statewide network with functions consistent with State Board's commitment to high quality programs and services in a state system that is thorough, efficient, and performance-based.
2. Makes a RESA eligible as an LEA to attract federal funds on behalf of member school systems or schools based on requirements in The No Child Left Behind Act.
3. Expects RESAs to serve as a repository of research-based practices for improving teaching and learning in the region, use technology in increasing access to services, and pursue designation as a Center of Excellence as a way to build capacity/expertise for the statewide network of RESAs.
4. Increases significantly the technical assistance focus of RESAs in providing services to low-performing schools.
5. Changes the RESA Board of Directors to an advisory Regional Council with expanded membership to include a chief instructional leader, a principal, and a teacher.
6. Requires appointment of the RESA executive director to be by the State Board.
7. Includes a specific job direction for the position of RESA executive director that must be used in nominating candidates for the position.
8. Requires input from the regional council and the State Superintendent and approval by the State

Board to terminate a RESA executive director.

9. Permits RESA to employ staff based on recommendation by executive director, confirmation of regional council that such staff are needed, and final approval by the State Board.
10. Requires the State Board to consult with the RESA executive director and chairperson of the regional council in approving the location of a RESA office.
11. Requires the RESA executive director to prepare an annual budget and submit the budget for approval by the State Board.
12. Provides for the RESA fiscal agent to be one of the county school systems, as selected by the RESA executive director with advice and assistance of the regional council, and requires the executive director to consult with appropriate state department of education officials to ensure that the audit process addresses all issues relevant to tracking budget activities.
13. Clarifies language regarding the holding and distribution of property by a RESA.
14. Encourages RESAs to partner with county school systems, especially those considered low-performing, to attract and leverage resources needed for school improvement.
15. Specifies that the most important services of a RESA are to provide technical assistance to low-performing schools and school systems and provide high quality, targeted staff development designed to enhance the performance and progress of students in state public education.
16. Requires the RESA executive director, with the advice and assistance of the regional council, to prepare and submit a three-year Comprehensive Strategic Plan of Services (CSPS) for approval by the State Board.
17. Includes a new section on standards of quality, accountability and reporting, including the requirement that each RESA develop and implement a performance-based self-assessment system consistent with the four quality standards of service.
18. Requires the State Superintendent to conduct an annual evaluation of each executive director and RESA using a set of criteria prescribed in the policy.
19. No comments were received as a result of the comment period.

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**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 126CSR72, Establishment and Operation of Regional Education Service Agencies, Policy 3233, filed February 15, 2002 and effective March 17, 2002.

**§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

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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, 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 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

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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. In filling a vacancy in the position of executive director for the RESA, the regional council shall solicit and screen candidates for consideration by the State Superintendent 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 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.

3.11. A RESA may employ staff, as necessary, to perform services described in the CSPA, 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 director. The State Board may delegate to the State Superintendent 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.

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### §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; (2) consult with the Assistant State Superintendent 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 RESA's 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 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

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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

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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 CSPA and approved by the State Board. The RESA executive director, with advice and assistance of the regional council, shall prepare a three-year CSPA, which at a minimum, shall include the following:

5.3.1. A description of how the RESA will conduct an ongoing needs assessment;

5.3.2. A summary of the findings from the needs assessment. The findings must include the following: (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.

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.

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 to the State Department of Education by July 1, 2003, and each three-year period thereafter for approval by the State Board. A CSPS may be amended at the written request of the RESA 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.**

6.1. 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.

6.2. 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.

6.3. 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.

6.4. On or before August 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. Such report should also give adequate consideration to any nonquantifiable 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.

6.5 The state superintendent 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 state superintendent shall consider (1) the RESA's annual performance report, (2) the leadership of the RESA executive director in developing and implementing the CSPS, (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 state superintendent 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 for Administrative Services, or other Assistant State Superintendent designated by the State Superintendent, 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

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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.

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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 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 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

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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 Board of Education

### **Qualifications:**

Holds a minimum of a Master's degree, preferably in education or a field related to the position, and has a minimum of three years of full-time administrative experience, preferably in education.

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

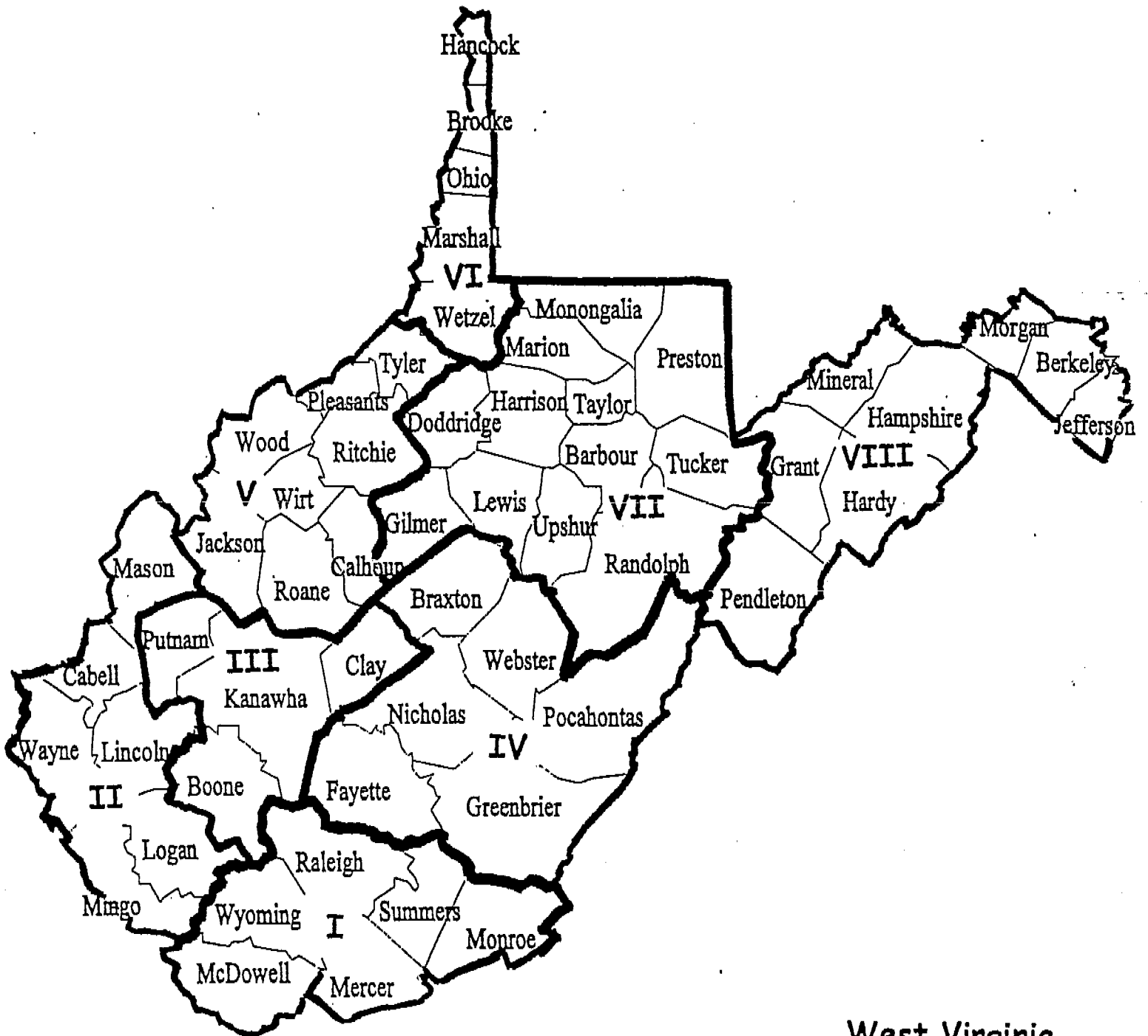
Demonstrates the ability to interact collaboratively with an advisory board or council with broad representation related to education

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 necessary for the position



**West Virginia**  
Educational Regions  
Approved by the State Board of  
Education - March 1985

## 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 \_\_\_\_\_

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		FISCAL YEAR		
	INCREASE	DECREASE	CURRENT	NEXT	THEREAFTER
1. ESTIMATED TOTAL COST	0	0	0	0	0
PERSONAL SERVICES CURRENT EXPENSES REPAIRS/ALTERATIONS EQUIPMENT OTHER	0	0	0	0	0
2. ESTIMATED TOTAL REVENUES	0	0	0	0	0

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

None

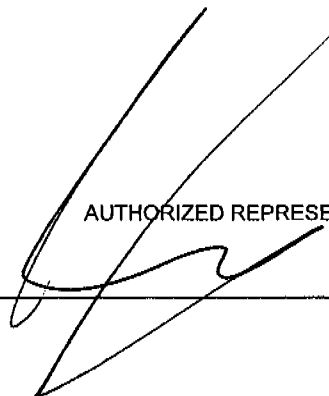
DATE

AGENCY

AUTHORIZED REPRESENTATIVE

December 4, 2002

West Virginia Department of Education

  
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