



WYOMING
DEPARTMENT OF EDUCATION

*Creating Opportunities
for Students to Keep
Wyoming Strong*

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MEMORANDUM NO. 2017-129

TO: School District Superintendents
Business Managers
Personnel Directors
Curriculum Coordinators
Virtual Education Coordinators

FROM: Brent Bacon, Chief Academic Officer

DATE: December 4, 2017

SUBJECT: Virtual Education Information for Vendors

RULES AND REGULATIONS FOR VIRTUAL EDUCATION VENDORS

Vendors selling virtual education courses to Wyoming school districts need to be made aware of rules and regulations outlined in [Chapter 41](#) of the Wyoming Department of Education's Agency Rules. It is the responsibility of school districts to inform their vendors of these rules. The Chapter 41 Rules pertain to courses delivered at a distance to students through technology when the teacher and student are in separate locations thereby prohibiting in-person instruction a majority of the time.

In the [latest draft](#) of this document, Section 3(k) (page 41-6) states that vendors of virtual education courses must provide school districts with several assurances, as quoted from the Rules below:

- (i) The provider is accredited by an appropriate accrediting entity;
- (ii) The provider will comply with all Federal, state, and local requirements regarding data collection, student data privacy, and data security;
- (iii) The course is aligned with the state content and performance

standards;

(iv) The course instructor meets all requirements established in statute and this rule for a virtual education teacher; and

(v) Any administrator, tutor, or staff who may have access to any Wyoming virtual education student that is a minor has been required to submit fingerprinting to the provider for the purpose of obtaining state or national criminal history record information before assuming any role related to a Wyoming virtual education course.

For more information, contact Lori Thilmany, Virtual Education Consultant, at lori.thilmany@wyo.gov or 307-777-7418.