
Meeting Information

Date: August 7, 2017

Location: WebEx

Time: 3-4 p.m.

Attendees: Brent Bacon, **Shelley Hamel**, Jed Cicarelli, **Kim Morrow**, Laurel Ballard, **Robin Grandpre**, **Lori Thilmany**, Amy Starzynski, **Andrea Johnson**, **Richard Parker**, Steve Hopkins, Laurie Davis, **Jeff Verosky**, Zeta Anderson, **Angelique Littlejohn**, **R.J. Kost**, Jamie Christensen, **Summer Stephens**, Senator Ellis, **Representative Freeman**, **Nick Bellack**, **Nancy Johnson**, and **Katie Swistowicz**

Guests: **Bob Jensen**, **Josh Daniels**, and **Shannon Siebert**

Agenda

1. Welcome and Overview
2. Students of Military Parents/Guardians
 - a. Evidence of residency - Leave and Earnings Statement (LES)
 - b. Participation in statewide testing
3. Regular Rules Revisions and Policy
 - a. Proof of residency when parents/guardians aren't military
 - i. Documentation
 - ii. Statewide assessments
 - b. VEAC members length of term
 - c. District Virtual Education Coordinator Role
4. Next Steps - Review Rules Revisions prior to 8/28/17

Notes

Students of Military Parents/Guardians

- Sergeant Whipple recommended that the military Leave and Earnings Statement (LES) be used as proof as residency because it is the most consistent/universal documentation.
- The LES deductions section includes a TAX, STATE which is the state they file their taxes in.
- Students whose parents/guardians remain residents of Wyoming will be eligible for exemption from statewide assessments. VE students in these situations will be added to the assessment exemption form for the 2017-18 school year.

Regular Rules Revisions and Policy

Policy around Proof of Residency for Non-Military

- Length of terms
- Policy - Proof of residency for students whose parents who aren't in the military and maintain Wyoming residency is determined by the school district providing the virtual education program.
 - Students in these situations would not be eligible for exemption from statewide testing.

VEAC Length of Term

- Rotations of two years was suggested; it was suggested that a longer term, such as three or four years, would be better. John and Nick thought 3-4 year terms would be sufficient.
- Our statutes require that we have a seven member committee.
- Amy suggested that the terms be staggered so that not everyone is rotating out at the same time.
- John suggested we develop an ideal number of committee members.
 - What would be an ideal number of members? Currently there are 14 members. Kim mentioned that the School Finance Data Advisory Committee is 12 members and that group is also required by statutes.
 - John thinks a larger committee versus a smaller committee in this instance would be more viable so that we have a broader base of perspectives.
- WDE staff who attend the meetings don't count as members.
- The PTSB representative will serve as a member rather than a consultant role.
- Jeff suggested that the membership be diverse and represent a multitude of perspectives and include the virtual education programs representatives (such as WyVA and WyCA). Shelley and Shannon agreed with Jeff's thoughts and Shelley said the current committee is formed to have a mix of voices and history that represent all the different angles of virtual education.
- Shelley suggested 14 members, two year rotation then four year rotation so the history is always on the committee.
- John suggested that the roles of the committee members be identified and that two legislators always be on the committee to potentially present bills should legislation be needed. He thinks a larger committee would be better because the needed perspectives.
- Two legislators, one PTSB, two reps from the VE programs, a variety of traditional school district representation from small, medium and larger districts. Summer suggested having teachers and administrators from the schools/districts. Kim suggested a business manager or two should be included on the committee. Shelley said we may want to maintain the parent of VE students membership - VEAC members agreed.

District Virtual Education Coordinator

- Summer isn't sure that there needs to be a separate role because she sees it as a Curriculum Director role. She said this might be a Curriculum Director question.
- John said that he would have each district designate a person in the district to be the Virtual Education rep and always communicate with the superintendent at the same time.
- The role could be included in the WDE Directory collection and the district will appoint that person. Summer explained that in the WDE609 collection there is a primary contact and then secondary contacts are included and all contacts are emailed.
- R.J. agreed with Summer about the role being included under the Curriculum Director role or another role and said a couple people should be contacts.
- Assign a primary contact and also a secondary contact(s) and require this role in the directory.
- Virtual Education Coordinator
 - This person would get the notices of when everything for virtual education is due, such as program applications, course applications and updates, and all information needed to be in compliance with virtual education.
 - Coordinate the virtual education website communication and assign points-of-contact for different communication roles.
 - This person needs to be aware of what VE opportunities are available in the state (classes and programs available, prerequisites for classes) and share it with other school district staff, such as counselors and communication runs through them such as the auto generated emails on the VE website.
 - Disseminate VE information and updates and receive training.

Next Steps

- The regular rules revisions to the VEAC members at the end of this week or the beginning of next.
- A document will be set up to capture comments and questions about the revisions to discuss at the 8/28/17 VEAC meeting.

Open Action Items

- ✓ Present proposal for VEAC member seats and term length at next meeting
- ✓ Refine the role of Virtual Education Coordinator and review at 8/28/17 meeting
- ✓ Follow up with Susan Williams regarding the Virtual Education Coordinator role being added to the WDE Directory