**Virtual Education Advisory Committee (VEAC) Meeting Information**

**Date**: March 14, 2018

**Location**: Online Video Conference

**Time**: 2:00 pm - 4:00 pm

**Committee Members**: **Angelique Littlejohn**, Jamie Christensen, **Jeff Verosky**, **Katie Swistowicz**, Laurie Davis, Nancy Johnson, **Nish Goicolea**, **Representative Freeman**, **Richard Parker**, **R.J. Kost**, **Shannon Siebert**, Steve Hopkins, **Summer Stephens**, **Tanya Sisneros**, Zeta Anderson

**WDE:** Brent Bacon, **Shelley Hame**l, **Jed Cicarelli**, **Kim Morrow**, **Laurel Ballard**, **Robin Grandpre**, and **Lori Thilmany**

**Guests:** Bob Jensen, **Mary Billiter,** and **Josh Daniels**

**Agenda**

1. Overview and Updates
   1. Quality Matters Workshops [Memo](https://edu.wyoming.gov/downloads/communications/memos/2018/2018-016.pdf)
   2. Canvas Training [Memo](https://edu.wyoming.gov/downloads/communications/memos/2018/2018-028.pdf)
   3. Chapter 41 Virtual Education Rules with AG, LSO and Governor
   4. WDE728 Virtual Education Vendor Teacher Collection
   5. WY-TOPP Modular Assessments
   6. Virtual 307 Soft Launch
   7. WDE638 Collection in 2018-19
   8. Innovations in Learning Conference in Evanston Nov 7-9, 2018
2. Wyoming Professional Teaching Standards Board (PTSB) Items
   1. Possibility of U.S. and Wyoming constitution tests being available online
   2. What constitutes a calendar year for VE teachers to obtain the 7 hours PD per Chapter 41 Rules Section 7 (b)
3. Review Process for VEAC to serve in an advisory capacity to school districts per W.S. 21-2-202(a)(xxxi)(F) and make recommendations to the WDE
   1. Does the process capture the process VEAC discussed at 2/14/18 meeting?
   2. Review WDE process for receiving VEAC recommendations
4. Possible VEAC Recommendations
   1. Partnership agreements between districts
   2. Annual report to legislators

**Notes**

**Quality Matters Memo**

* Training in Upton:
  + March 8-9; 17 attended one day and 19 the other
  + Trainer was extremely knowledgeable and feedback from staff has been very positive
  + Staff are already applying knowledge from the workshops toward building Canvas courses
* Registration for the March workshops in Lincoln 1 and April workshops in Weston 7 are open to educators with Wyoming school district email domains
* There is also a link to a form districts can complete if they are interested in hosting in person Quality Matters workshops

**Canvas Training**

* Several upcoming trainings around the state
* Form for districts to let us know if they want to host a training
* Large training prior to the Innovations conference on Nov. 6
* 20 districts are now on Canvas
* Working on a consortium that lets Canvas users see all of their courses they are taking/teaching in one place. Linking all profiles to increase the user experience.

**Chapter 41 Virtual Education Rules**

* With the Governor to be signed. Almost done!

**WDE728 VE Vendor Teacher Collection**

* Ten districts, 77 teachers
  + 11 of these are already certified or have pending certification/application to be certified
  + 66 teachers are not certified in WY
* The WDE has been meeting and will continue to meet before sending communication to the districts that reported teachers who are not WY certified

**WY-TOPP Modular Assessment**

* Have continued working on this and met with the Assessment Team and the AG
* Can’t be administered remotely due to the level of security on the test items
* AG said they will need to have these proctored, preferably by a person rather than a software program
  + Only proctored by WY certified personnel
  + Might be able to use software for proctoring but there would be costs associated with using a software program
  + Not sure if a webcam can run the same time as the assessment itself
  + Not able to be offered remotely this year but maybe next year
* Administering the Modular Assessments in person creates coordination and budget issues for virtual programs and students

**Virtual 307 Soft Launch**

* Soft Launch scheduled for March 26
* There have been some technical difficulties in uploading courses into site due to inconsistencies in the data
  + Will be easier in the upcoming school year as information will come from the WDE638 collection and will be verified before being loaded into the site

**Wyoming Innovations in Learning Conference**

* Nov. 7-9 in Evanston
* This year we are featuring an Innovations Showcase to give K-20 educators an opportunity to demonstrate all of the innovative practices happening throughout the state

**Wyoming Professional Teaching Standards Board**

* Possibility of US and Wyoming constitution test being available online
  + Research that Nish did indicates it may be possible for the tests to be administered online
  + PTSB just has to make sure there is some validity in the test results
  + PTSB is working with developer to have this done in a year
    - There are still some technical aspects to work out
    - The goal is to have the tests online for all educators including those who may live in Wyoming
* What constitutes a calendar year for VE PD?
  + PTSB runs on the regular calendar Jan-Dec
  + PTSB is willing to change but the reporting has to be consistent
  + The options are academic year excluding summers, academic year (June-May) or calendar (Jan to Dec).
    - It was decided to do June-May
    - WDE will discuss with PTSB to ensure the June-May year will work for annual review of the 7 hours of VE training

**Review process for VEAC to serve in an advisory capacity to school districts**

* Can there be a place to have previously addressed concerns posted?
  + This could help avoid duplication.
  + Information could be similar to previous court cases to be used as references moving forward.
* Committee did not have any further changes, this document will be moved into policy
* There will be a process on the WDE end, as well to review recommendations from the VEAC

**Possible VEAC Initiated Recommendations**

* Partnership agreements between districts
  + Agreements between districts not being allowed when student is enrolled more than 50% in one virtual program was an unintended consequence of the 2017 legislation
    - There were two districts that would have liked to create an agreement this year, but they couldn’t do so
  + Representative Freeman said to make a recommendation that includes the district agreements and allow parent decision
    - In other words, if a student is enrolled more than 50% in one VE program, allow the districts and the parent to decide which district the student will be enrolled in
    - The membership transferring to the district with the VE program once participation is over 50% was a recommendation from the 2015 Distance Education Task Force (DETF) that was intended to be a default if the districts didn’t reach an agreement
    - At the time the DETF was meeting and making recommendations, there were no active MOUs between districts for student participating in distance learning full time
  + Richard Parker said we’ll have to consider and address the possible complexities from an administration standpoint of VE program districts being able to efficiently and effectively track students who may be in their program but enrolled in multiple other districts
  + Committee will draft and review prior to sending recommendations forward
* Annual report to legislators
  + This would be another recommendation generated by the VEAC to keep legislators informed of the progress and implementation of the 2017 statutes and Chapter 41 Virtual Education Rules revisions and recommendations they may have for improving the program

**Action Items**

* Draft items for Virtual Education Program Statement of Concern form and process and send to VEAC to review
* Draft VEAC initiated recommendations and send to committee members to review