**Virtual Education Advisory Committee Meeting Information**

**Date**: November 27, 2017

**Location**: Online Video Conference

**Time**: 2:00 pm - 3:00 pm

**Presentation:** [Slides](https://docs.google.com/presentation/d/1rbIiz506bTIb3eGmnkQ5P1K7Vt2BosVx3ryhuV_8G58/edit?usp=sharing)

**Committee Members**: **Angelique Littlejohn**, Jamie Christensen, **Jeff Verosky**, Katie Swistowicz, Laurie Davis, **Nancy Johnson**, **Nick Bellack**, **Representative Freeman**, **Richard Parker**, **R.J. Kost**, Senator Ellis, **Shannon Siebert**, **Steve Hopkins**, **Summer**

**Stephens**, **Tanya Siestoros**, **Zeta Anderson**

**WDE and FLP Advisors:** Brent Bacon, **Shelley Hamel**, Jed Cicarelli, **Kim Morrow**, **Laurel Ballard**, Robin Grandpre, **Lori Thilmany**, **Amy Starzynski**, and **Andrea Johnson**

**Guests:** **Bob Jensen** and **Josh Daniels**

**Agenda**

1. Welcome and Overview
2. Second Chapter 41 Virtual Education Emergency Rules Signed
3. Review Regular Chapter 41 Virtual Education Rules Revisions
	1. Items incorporated since 11/20/17 meeting
	2. When revisions are complete
4. Upcoming Items
	1. WDE728 Collection Memo
	2. Virtual Education Vendor Letter
	3. Virtual Education Accreditation
5. Future Meetings

**Notes**

**Second Virtual Education Emergency Rules**

* The second set of emergency rules have been signed and will expire on 3/21/17
* The Rules are posted to the WDE website with an input form but no one has provided feedback

**Chapter 41 Regular Revisions**

* VE Program Letter of Intent approval process
	+ Review Section 3(f) page 41-5
* Use of an LMS in place of the district SIS
	+ Review Section 8(d) page 41-17

**VE Vendor Teacher Collection**

* The WDE728 Collection Memo will go to superintendents Dec 1 and to districts Dec 4 - Open 12/1/17-1-16/18
* A stock letter to virtual education vendors will be included with the Memo for districts to send to vendors who provide online courses (with or without teachers) to be used in a Wyoming VE approved program

**Virtual Education Accreditation**

* Program approval and annual renewal
* Course standards alignment
* Taught by Wyoming certified teachers
* Verified by submission of virtual education collections
	+ Virtual Education Course Lists (WDE638 and WDE684)
	+ Virtual Education Course Syllabi (new or updated courses or standards updates)
	+ Annual program renewal information
	+ Teacher PD, assignments and certification

**Future Meetings**

* Regular monthly meetings to keep members updated
* Google form will be sent to collect best day and time open until 12/4/17

**Action Items**

* Complete form to identify best days/times for the VEAC to meet monthly