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## Meeting Information

**Date:** July 12, 2017

**Location:** WebEx

**Time:** 3:00 pm - 4:00 pm

**Presentation:** [Slides](#)

**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

**Guest:** Bob Jensen

## Agenda

1. Welcome and Overview
2. Clarification of virtual education criteria questions from 6/28/17 meeting:
  - a. Teacher employment
  - b. Classroom/campus meaning
  - c. More than 50% of courses through an out-of-state program
  - d. Teacher of record and certification information
    - i. W.S. public funds certified teacher
    - ii. Teacher of record is whoever is teaching the course
3. Virtual education working definition continued
  - a. Review of statutes
  - b. “Primarily” through technology
4. Participation requirements for
  - a. Courses taken in a brick and mortar setting
  - b. Courses taken outside of brick and mortar
5. Virtual education course documentation

## Notes

### Updates and Overview

- Emergency rules revisions for Chap 8 and Chap 41 were submitted to the Secretary of State on Monday (7/10/17)
- We will discuss all of the items that needed clarification from the meeting on 6/28/17.

### Clarification Items

- Teachers do not need to be employed by the district
- Per the virtual education definition in statutes, “outside the physical classroom” means when the student and teacher are not in the same room
- In order for a student to take courses from an out-of-state program, the school district they are enrolled in have to apply to become a virtual education program. As such, even if the student takes more than 50% of courses through the program, the full ADM goes to the school district the student is enrolled in.
- The online teacher teaching the virtual education course needs to be Wyoming certified. Per W.S. 21-7-303 (b), faculty members employed by a postsecondary institution may teach online courses without a Wyoming certification.

### Virtual Education Definition

- Review of the components that distinguish a course as virtual education.
  - Instruction primarily through technology
  - Student and teacher are not in the same classroom
- Summer brought up the example of the courses in Upton High School and said that we may need to define different degrees of blended learning.
- Representative Freeman suggested adding “course” prior to instruction “**course instruction** primarily through technology” in order to rule out some of the blended learning techniques and resources.
- Discussion of primarily:
  - Presented as a measurable item such as a percentage of time that the instruction is through technology
  - Angelique suggested measuring in terms of teacher availability - If the teacher is **not available** a certain amount of time in the same room as the student
  - Representative Freeman suggested leaving it vague from a legal standpoint and said primarily is commonly understood as meaning more than 50% of the time.
  - Angelique - The teacher is primarily not available in the same room
  - Representative Freeman - The course isn’t primarily designed for the instruction to be delivered in person.
- Reworked the working definition of virtual education, but more wordsmithing might be needed.

### Participation Requirements

- When students are working on a virtual education course in the brick and mortar setting, participation can be based on attendance.
- In situations where a student may be working on a virtual education course both in and out of a brick and mortar setting, a combination of attendance and other participation elements may be used.

## WYOMING DEPARTMENT OF EDUCATION

Jillian Balow, Superintendent of Public Instruction  
Hathaway Building, 2nd Floor, 2300 Capitol Avenue  
Cheyenne WY 82002-0050



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- Committee reviewed the participation requirements that districts can select from
  - Angelique asked if all communication can be used for participation such as an email from a parent that the student is ill.
  - Freeman asked if we are only concerned about this if a student doesn't finish a course; yes - that is the concern because in those instances, membership eligibility needs to be tracked
  - T Communication - attendance related communication does not count as participation
  - Lori will continue to wordsmith the participation communication elements.