

<i>Group</i>	Virtual Education Advisory Council	<i>Date / Location</i> KSDE Board Room (ITV) & Virtual Locations	Thursday, 6/6/2011 1:30-3:30 pm
<i>Facilitator</i> <i>Chair</i> <i>Vice-Chair</i>	Cherie Nicholson Bart Goering Mark Evans	<i>Recorder</i>	Pat Bone

KSDE Mission	Leadership and Support for Student Learning
---------------------	--

- Objectives*
1. Redesign the delivery system to meet our students' changing needs
 2. Provide an effective educator in every classroom
 3. Ensure a visionary and effective leader in every school
 4. Improve communication with all constituent groups and policy partners

Members - (present at meeting X, absent at meeting left blank)

X	Brooke Blanck		Marla Elmquist	X	Gary Lewis	X	Colleen Riley
	Matt Berens	X	Mark Evans		Kim Myers	X	Elizabeth Ann Sanders
X	Brenda DeGroot	X	Julie Ford		Brad Neuenswander	X	Robin Surland
X	David Dennis	X	Bart Goering	X	Cherie Nicholson		Kim White
	Duane Dorshorst		Denise Guy	X	Larry Patrick		
		X	Sherri Hurn		Sherry Reed		

Agenda Items	Key Points Discussed	Action or follow-up
I. Welcome	Cherie welcomed the group. Bart acknowledged everyone attending. Exciting day for him Saturday with 101 graduates from their program. Roll call was taken.	
II. Approval of Agenda and December Minutes	Motion for aproval of agenda and December's minutes- Gary Lewis, 2nd by Brenda DeGroot. Motion carried. Add to agenda – advertising, virtual vendors, report back to SB. Julie, Diane and David to discuss the report to the board and when the presentation will be made. Mark, as chair of the council 2011-2012, will do the presentation.	

III. Graduation

- Was there a response from our council letter? It was discussed, some coding process changes were made.
- Any final decision on what constituted a part time student? We will get it out to the council. A decision was made. Dont hesitate to appeal a decision with so many different programs some situations will just not happen in multiple settings so appeal is the best way to handle them.
- KSDE is considering a six year cohort rate.
- Students leaving virtual schools for private non-accredited school. Federal law at this time requires us (KSDE) to count these against the accredited school.
- The system needs to look at non-accredited schools and what is required of them instead of penalizing the accredited (virtual) school.
- Is this something the state board could write a waiver letter for Mr. Dennis? He would be ok with asking Julie and Diane to work up a letter to address this. The problem with waivers at this time is the feds are working on reauthorization now and are not paying attention to anything else right now.
- Principals from other states say they do not have to count students who go to homeschools against their schools.
- Minnesota does not count homeschool students as dropouts.
- We know that students who come into our programs with three years of high school but only six credits will not graduate in 4 years. Which school should take the hit (the one they get behind in or the one who finishes the job)? And is that something we can decide in KS?
- Some students dropout and drop back in frequently. How many times can they be counted against a school?
- Residential treatment centers create an issue? We can't follow them because of HEPPA issues. What do we do?

Meeting Agenda / Minutes

<p>IV. Audit Findings-FTE forms</p> <p>Cherie and Mike Murphy</p>	<ul style="list-style-type: none">• Form – documentation of minutes Academic activity log• Printing of classes on the forms from the system. The other part was handwritten by student/parent. Our Auditor wants everything handwritten. Is this required? Make sure information is legible.• Printing name of courses on the forms is ok per Mike Murphy.• On the two counting days, do you want to see activity in all virtual classes? A student doesn't have to do anything for all classes. He must be engaged in a class. If a student is working on history, it documents the time for that course. Some kids will work on multiple subjects and some will work on only one. List all courses, but document where the time is spent on the two count days.• Is there anything we need to be clearer on for the auditors? They are looking for the minutes.• Website courses created by the district, we were told these would not count. Is this correct? Yes, you must be able to show that the students was on the computer system. Must be able to show the student accessed that class.• You supply the two days you want to count within the guidelines. We document the minutes online on those days.• Clarification on time – one time on or before 19th of September and one after September 20 and before October 4. Must be one day in the before group and one day in the after group.• Academic plan and graduation plan supplement the academic logs.• Is it possible to make your own activity log or to alter the form slightly? Mike says, yes, you can make your own form as long as it contains all of the required elements.• Auditors visited Spring Hill and Lawrence this year and all learned a lot. We appreciated the schools taking the time to do this.• Signature on time logs – if we are getting the information from our system – is the signature still required? This is for the time not on the system.	
---	---	--

	<p>Yes, we need a signature. Can it be an online submission from the parent ie email? Electronic signatures should be a possibility. This is something the council should decide. Council will discuss further and present to the auditors.</p>	<ul style="list-style-type: none"> • Send samples of electronic documentation to Cherie by June 30th. <ul style="list-style-type: none"> ○ Email from parent to verify minutes ○ Offline activity record dated and time spent ○ Electronic signatures
<p>V. Advertising and Proctoring</p>	<p>Advertising</p> <ul style="list-style-type: none"> • When will we revisit virtual requirements on advertising that were established in 2008? • Continue as is or make changes? • Best practice says 20 dates for presentations/advertising. • Materials should be sent to all sups prior to presentations being made. • All vendors must supply Kansas certified teachers. • Disappointed because if I didn't know your programs I would n't have known who was sending them in. Districts are the approved entities not the Vendors. Advertisements must have the USD prominently displayed. It should come from the district. • There is much sensitivity in districts that do not have programs so make sure district information is prominently displayed. • New vendors are coming into the state and saying they are state approved. You know this is not correct. • Don't give away your autonomy to a vendor. • Your responsibility is to contact Sups prior to visiting their community. • Vendor sites don't have a Kansas link. They don't show what districts are in their program. We want our Kansas families to work through our state schools not the vendors. • Proctoring for all required HS tests and state assessments. • Thank you for your assistance with each other on proctoring. • Kansas Learns Online – Service Center program that districts can use for students that don't have virtual programs. All district procedues will be followed. Flier will be sent out to all council members. <p>Advertising – stay with current or revisit?</p> <ul style="list-style-type: none"> • Who do we share with? 	

Meeting Agenda / Minutes

	<ul style="list-style-type: none"> • We send to all superintendents in the state to avoid possible conflict. • The question is when are you going to be in the area? They want to know who is coming, when, and what they will be talking about. • Would like to suggest a new method. Use the listserv to remind sups to visit. • Website to send all superintendents to and post all advertising materials to. Let's make use of our current website. • We are also responsible for the information that comes out of the mouth of the company we are paying for services. • Great deal of discussion by the state board in 2008. May need to revisit that discussion. <p>We need to continue this discussion and finalize our recommendation followed by a presentation to the State Board.</p> <p>How do you brand your schools?</p> <p>Perception of competition – some view it as negative and some view it as a way to make us all better. We need to work on the perception we put out.</p> <p>Reflect and look for further discussion at the next meeting. Will send out to all virtual directors before any changes are made.</p>	<p>Send feedback to Cherie or Pat on notification on advertising.</p>
<p>VI. Interest in Annual Conference Session Presentation</p>	<p>Panel discussion at the annual conference to share what is happening in our programs today. Let participants come in and ask questions of us about what we have to offer and how we provide services. Strand – Support for Learning</p> <p>We have asked for volunteers. Are there any other volunteers at this time?</p> <ul style="list-style-type: none"> • Gary Lewis • Mark Evans • Brooke Blank • Sherry Hurn • Randy Warner (?) 	

<p>VII. Discussion-Review of leadership study data</p>	<p>Surprises –</p> <ul style="list-style-type: none"> • State Board Member visits – Mr. Dennis please invite board members to visit any of our virtual schools in their area. • Leadership is very important. Be mindful of your style of delivery. We are different from brick and mortar and need to be flexible. • How are you more flexible? Many similarities. We share many of our learnings with our brick and mortar schools. We implement what we learn in the virtual school in our traditional school. Flexibility for students is just what we do • Makes us all think a little differently. • Focused on academic and social but not sports etc. Increases parent involvement. Communication often happens after school and in the evenings when colleagues in traditional school are off to sporting events. • Increased graduates this year. Very exciting. • Higher Ed – virtual schools still have a huge educational campaign to convince the public of the quality offered. It is changing but slowly. What hurdles are virtual students encountering upon entering college? 	
<p>VIII. Next year Plans a. Meetings b. Membership Rotation c. Elect Officers d. Goal Setting</p>	<ul style="list-style-type: none"> • Reviewed rotation list. Will send out nomination forms and you can respond with any names. • Mark will be the chair. We need nominations for a vice-chair. <ul style="list-style-type: none"> ○ Gary Lewis, gary accepted will serve as chair 2012-13 • Meeting dates (how many) 4? <ul style="list-style-type: none"> ○ Aug 24 ○ Nov. 1 or 2 at annual conference ○ Jan 19 ○ June 6 • Send samples of electronic documentation to Cherie by June 30th. <ul style="list-style-type: none"> ○ Email from parent to verify minutes ○ Offline activity record dated and time spent ○ Electronic signatures 	

		Next Meeting	
		<i>Date / Time:</i>	August 24, 2011 1:30-3:30
		<i>Location:</i>	Various Locations