

**The Virginia Department of Education Proprietary Schools Advisory Committee Meeting  
Minutes  
October 17, 2002 - Holiday Inn Crossroads, Richmond, VA**

**Committee Members Present:**

Cordell Briggs  
Jack Kotvas  
William Butler  
Robert McNeeley  
Betty Dierstei  
Mark Singer  
Christine Jaap

**Department of Education Staff Present:**

James D'Amato  
Duane C. Sergent  
Robert Sine

**Others Present:**

Levi McGlothlin  
Jeffery Moore

**Welcome:** Duane C. Sergent

**I**

**ntroductions:** Round table self introductions

**Purpose of the Committee:** Duane Sergent explained the purpose of the committee and handed out copies of the section of the regulations referencing an advisory committee and spoke briefly about the action of the Board of Education that combined the Proprietary Schools Advisory Committee and the Student Tuition Guaranty Fund Advisory Committee into one committee.

**Review of the Agenda:** Duane C. Sergent

**Election of a Chair:** Nominations of Mr. William Butler and Mr. Cordell Briggs for Chair of the committee were made and seconded. The vote was taken and Mr. Cordell Briggs was elected chairman by a count of 4 to 3. The committee voted to elect the nominee with second highest number of votes as Vice-Chair. Mr. William Butler was elected as Vice-Chair.

**The meeting was called to order:**

Mark Singer spoke on the need for revised language in the regulations dealing with lending institutions. Duane Sergent handed out a draft proposed addition to the regulations that adds language regarding the disbursement of money by lending agencies to schools. Bill Butler spoke on Sallie Mae and requirements they imposed on schools and Microsoft and Cisco's responsibilities to the schools.

A motion was made by Mark Singer and seconded by Betty Dierstein, recommending that the Department of Education include the revised version of the draft concerning the proposed disbursement of money by lending agencies into the new regulations. Motion carried.

Mark Singer presented and explained Stratford University's proposal to provide a teach-out for the AmeriTrain students for a contract amount of \$200,000. The intention is that this somehow be paid out of the Student Tuition Guaranty Fund. A motion was made by Christy Jaap and seconded by William Butler, recommending that the superintendent accept Stratford University's proposal to provide a teach-out for the AmeriTrain students for a contract amount of \$200,000, to be paid out of the Student Tuition Guaranty Fund, the teach-out begin by December 1, 2002 and be completed within nine months, and that AmeriTrain student claims against the Student Tuition Fund be limited to the unit cost per hour of the students in the teach-out. Also, students must commit to this teach-out at Stratford by within 30 days of the superintendent's acceptance of the proposal. Motion carried.

Mark Singer requested that each advisory committee member be sent a copy of the minutes and a copy of the regulations, including list of the members of the committee. Department of Education staff will e-mail the above with the minutes of the meeting.

The meeting was adjourned at 1:20.

Next meeting - **9:30 a.m. at the Holiday Inn Crossroads, Richmond on November 13, 2002.**