

**VIRGINIA REAL ESTATE BOARD
EDUCATION COMMITTEE MEETING DRAFT AGENDA**

Wednesday, September 9, 2026 – 12:00 P.M.

2nd Floor—Board Room 2

Department of Professional and Occupational Regulation

9960 Mayland Drive

Richmond, VA 23233

- I. Call to Order
 - a. Emergency Egress
 - b. Determination of Quorum
- II. Approval of Agenda
- III. Public Comment ***FIVE MINUTE PUBLIC COMMENT, PER PERSON***
 - 1. Jennifer McCormick (CE/PLE Instructor application)
- IV. Discussion Items
 - 1. Approval of November 02, 2026 Agenda In Consideration of December 07, 2026 Real Estate Education Committee Meeting
- V. Proprietary School Applications
 - 1. 0211001424 – FIRPTA Solutions, Inc. Cape Coral FL.
Contact Person: Rosalie St. Clair
 - 2. 0211001430 - Performance School of Real Estate, Phoenix, AZ
Contact Person: Harpreet Martin
 - 3. 0211001428 – Depreciation Doctor, LLC. Hampton Falls, 03844 Contact
Person: Jeff Hiatt
 - 4. 0211001431 – Jeffrey Kirks, dba Kirks Institute, Lewes DE
Contact Person: Jeffrey Kirks
 - 5. 0211001432 – Kacper Lastowiecki Practice of Architecture, PLLC.
Arlington, VA. Contact Person: Kacper Lastowiecki
 - 6. 0211001433 - Rims Enterprises LLC. dba: CE by Matthew, Las Vegas, NV
Contact Person: Matthew Kalb
- VI. Post-License and Continuing Education Course Applications
 - A. Original Post-License and Continuing Education Course Applications, Approved
Schools:

1. 0214031804 - A Real Estate Agent's Guide to Property Management (On-line), 4 hours Real Estate Related, WebCE, Inc.
2. 0214031805 – Fair Housing, 2 hours Fair Housing, NTAR
3. 0214031806 - Creative Pathways to Homeownership: The Essentials (On-line), 3 hours Real Estate Related, The CE Shop, LLC.
4. 0214031807 - AI in Real Estate: Usage, Oversight, and Scam Awareness (On-line), 3 hours Real Estate Related, the CE Shop, LLC.
5. 0214031808 – 0214031809 – Risk Management, 3 hours Broker Management or 3 hours Risk Management, Blue Ridge Real Estate School
6. 0214031810 - Environmental Impacts: Fire Safety, Materials and Mitigation (On-line), 4 hours Real Estate Related, 360training.com, Inc. **(4 hours?)**
7. 0214031811 – 0214031812 - Real Estate Escrows, 3 hours Real Estate Related or 3 hours Escrow Requirements, CAAR
8. 0214031813 – 0214031814 - Understanding Agency, 2 hours Real Estate Agency or 3 hours VA Agency Law, Liz Moore University, LLC.
9. 0214031815 – 0214031816 – Ethics in Action, 3 hours Ethics & Standards of Conduct (CE or PLE), VAR
10. 0214031817 – 0214031818 - Legislative Updates in Virginia Real Estate, 2 hours Legal Updates, or 2 hours Current Industry Issues and Trends, ICE
11. 0214031819 – 0214031820 – Risk Management, 3 hours Real Estate Related, or 3 hours Risk Management, HRRA
12. 0214031822 – 0214031823 - 1031 Tax Exchange, 4 hours Real Estate Related or 2 hours Current industry Issues and Trends, HRRA
13. 0214031824 - Mastering the CMA using the PPSF Method, 2 hours Real Estate Related, NTAR
14. 0214031825 - Selling to your Sphere of Influence, 3 hours Real Estate Related, NTAR
15. 0214031826 - Contract Forms Update, 3 hours Real Estate Related, NTAR
16. 0214031827 - Easements in VA Real Estate Practice, 2 hours Real Estate Related, ICE
17. 0214031828 - Virginia Real Estate License Renewal (On-line), 2 hours Fair Housing, 3 hours Ethics, 2 hours Legal Updates, 2 hours Real Estate Agency, 3 hours Real Estate Contracts, and 4 hours Real Estate Related, Education Pathways
18. 0214031833 – 0214031834 - Virginia Fair Housing, 2 hours Fair Housing (CE or PLE), CAAR
19. 0214031843 - Antitrust: Monopoly Isn't Just a Game, 1-hour Legal Updates, VAR
20. 0214031844 - An Intro to IP Law for Real Estate, 1-hour Legal Updates, VAR

21. 0214031845 – 0214031846 - PM 107: It's Over When It's Over, 2 hours Real Estate Contracts, and 2 hours Real Estate Related, or 2 hours Current Industry Issues and Trends, VAR
22. 0214031847 – 0214031848 - Real Estate Agency, 3 hours Real Estate Agency or 3 hours VA Agency Law, Virginia RE Academy
23. 0214031849 - Antitrust: Monopoly Isn't Just a Game, 1 hour Broker Management, VAR
24. 0214031850 - Broker Supervision & Management of R.E. Agents, 6 hours Broker Management and 2 hours Broker Supervision. HPDS
25. 0214031851 - The Insider's Guide To Commercial Real Estate, 8 hours Real Estate Related, HPDS
26. 0214031855 – 0214031856 - Real Estate Law and Board Regulations, 6 hours Real Estate Related or 6 hours Real Estate Law and Board Regulations, HPDS
27. 0214031858 – 0214031859 - Reviewing An Appraisal, 2 hours Real Estate Related or 2 hours Current Industry Issues and Trends, CAAR
28. 0214031865 – 0214031866 - VA Agency Law, 3 hours Real Estate Related, or 3 hours VA Agency Law, HPDS
29. 0214031867 - Current Industry Issues and Trends, 2 hours Current Industry Issues and Trends, HPDS
30. 0214031874 – 0214031875 - Appraisal Guidelines, 2 hours Real Estate Related, or 2 hours Current industry Issues and Trends, PWAR
31. 0214031879 – 0214031880 - Advanced Transactions, 2 hours Legal Updates or 2 hours Current Industry Issues and Trends, VAR
32. 0214031881 - Winning Negotiations (On-line), 1-hour Real Estate Related, VAR
33. 0214031882 – 0214031883 - Cybersecurity & Social Responsibility, 2 hours Real Estate Related, or 2 hours Current industry Issues and Trends, CAAR
34. 0214031884 – 0214031885 - Virginia Eviction & Detainer Update, 2 hours Legal Updates or 2 hours Current Industry Issues and Trends, VAR
35. 0214031886 – 0214031887 - Navigating Flood Risk, 2 hours Real Estate Related or 2 hours Current Industry Issues and Trends, VAR
36. 0214031888 - Document Diligence - Safeguarding Your Transactions (On-line), 4 hours Real Estate Related, The CE Shop LLC.
37. 0214031889 - Growing Green: Environmental Awareness and Your Real Estate Practice (On-line), 3 hours Real Estate Related, The CE Shop LLC.
38. 0214031890 - Real Estate Auctions (On-line), 1-hour Real Estate Related, The CE Shop LLC.
39. 0214031891 - Section 1031 Tax Deferred Exchanges (On-line), 3 hours Real Estate Related, The CE Shop LLC.
40. 0214031892 - Residential Property Management Essentials (On-line), 4 hours Real Estate Related, The CE Shop, LLC.
41. 0214031893 - Working with Real Estate Investors: Understanding Investor Strategies (On-line), 3 hours Real Estate Related, The CE Shop LLC.

42. 0214031894 - Virginia Post Licensing: Contract Writing (On-line), 6 hours Contract Writing, The CE Shop, LLC.
43. 0214031895 – Virginia Post Licensing: Ethics and Standards of Conduct (On-line), 3 hours Ethics and Standards of Conduct, The CE Shop, LLC.
44. 0214031897 – Ethics at Work (On-line), 3 hours Ethics & Standards of Conduct, The CE Shop, LLC.
45. 0214031898 - Virginia Broker Management (Classroom), 6 hours Broker Management, Tristar Academy, Inc.
46. 0214031899 - Virginia Broker Supervision (On-line), 2 hours Broker Supervision, Tristar Academy, Inc.
47. 0214031900 - Virginia Broker Supervision (Classroom), 2 hours Broker Supervision, Tristar Academy, Inc.
48. 0214031901 - Virginia Broker Management (On-line), 6 hours Broker Management, Tristar Academy, Inc.
49. 0214031746 – 0214031747 – A New Look at Real Estate Ethics, 3 hours Ethics and Standards of Conduct (CE or PLE), LAR **(deficient from the last Education Committee meeting)**
50. 0214031915 – 0214031916 - Current Industry Issues & Trends, 2 hours Real Estate Related or 2 hours Current Industry Issues and Trends, WAAR
51. 0214031917 – 0214031918 – Credit Fundamentals, 2 hours Real Estate Related or 2 hours Real Estate-Related Finance, WAAR
52. 0214031919 – 0214031920 – Loans and Financing 102, 2 hours Real Estate Related or 2 hours Real Estate-Related Finance, WAAR
53. 0214031921 – Risk Management for Real Estate, 3 hours Broker Management, WAAR
54. 0214031922 – 0214031923 - Risk Management for Real Estate, 3 hours Real Estate Related or 3 hours Risk Management, WAAR
55. 0214031924 – 0214031925 – Virginia Agency Law, 3 hours Broker Management or 3 hours VA Agency Law, WAAR
56. 0214031926 – 0214031927 – Rentals: How to Best Serve Your Client, 2 hours Real Estate Related or 2 hours Current Industry Issues and Trends, VA RE Academy
57. 0214031928 - Contract Review - A Tale of Two Contract, 1-hour Real Estate Related, The RGS Title Real Estate Academy
58. 0214031931 - Broker Succession Planning, 2 hours Broker Management, LAR
59. 0214031932 – 0214031933 - Real Estate Investing, 5 hours Real Estate Related or 2 hours Current industry Issues and Trends, RAR **(normally approved for 4 hours)**
60. 0214031934 – 0214031935 - Senior Real Estate Specialist, 8 hours Real Estate Related or 2 hours Current Industry Issues and Trends, RAR
61. 0214031936 – 0214031937 - At Home with Diversity, 2 hours Fair Housing and 4 hours Real Estate Related or 2 hours Fair Housing and 2 hours Current Industry issues and Trends, RAR

62. 0214031938 – 0214031939 - Contracts Across the Commonwealth, 2 hours Real Estate Contracts, or 2 hours Current Industry Issues and Trends, RAR
63. 0214031940 – 0214031941 - Navigating the Rental Listing - Working with Landlords, 2 hours Real Estate Related or 2 hours Current Industry Issues and Trends, GPAR
64. 0214031947 – 0214031948 – VA Fair Housing Updates, 2 hours Fair Housing (CE or PLE), FutureLaw II, LLC.
65. 0214031949 – 0214031950 - Prof. Foundations: Fair Housing & Agency, 2 hours Fair Housing and 1-hour Real Estate Agency or 2 hours Fair Housing (PLE), NRVAR
66. 0214031951 – 0214031952 - Realtor® Septic Inspection Regulations, 2 hours Real Estate Related or 2 hours Current Industry Issues and Trends, WAAR
67. 0214031953 – 0214031954 – Real Estate Law and Board Regulations, 6 hours Real Estate Related or 6 hours Real Estate Law and Board Regulations, WAAR
68. 0214031955 – 0214031956 – Escrow Requirements, 3 hours Real Estate Related or 3 hours Escrow Requirements, WAAR
69. 0214031957 - Escrow Requirements, 3 hours Broker Management, WAAR
70. 0214031958 – The Supervising Broker, 2 hours Broker Supervision, WAAR
71. 0214031959 - Management of Real Estate Brokerage Firms, 6 hours Broker Management, WAAR
72. 0214031960 – Win Win Negotiation Techniques, 6 hours Real Estate Related, Maryland Land Title Association
73. 0214031961 - Basics of Home Insurance, 2 hours Real Estate Related, Maryland Land Title Association
74. 0214031962 - Real Estate Related Finance, 2 hours Real Estate-Related Finance (PLE), HPDS
75. 0214031963 – 0214031964 - Ethics and Standards of Conduct, 3 hours Ethics & Standards of Conduct (CE or PLE), HPDS
76. 0214031965 – Intro to Commercial Real Estate, 2 hours Real Estate Related, BP School of Real Estate
77. 0214031966 - Fundamentals of Contract Writing, 6 hours Contract Writing (PLE), William E Wood
78. 0214031667 - Real Estate Agency (On-line), 2 hours Real Estate Agency, Northern Kentucky Occupational Opportunities, Inc. **(deficient from the last Education Committee meeting)**
79. 0214031668 - Broker Management (On-line), 6 hours Broker Management, Northern Kentucky Occupational Opportunities, Inc. **(deficient from the last Education Committee meeting)**

B. Original Post-License and Continuing Education Course Applications, Pending Schools:

1. 0214031942 - How to Make Green Your Competitive Advantage, 6 hours Real Estate Related, Jeffrey Kirks
2. 0214031943 - Virginia Real Estate Supervision Requirements and Board Regulations, 6 hours Broker Management and 2 hours Broker Supervision, Jeffrey Kirks
3. 0214031944 - VA Required Courses for Salesperson and Brokers, 2 hours Fair Housing, 3 hours Ethics and Standards of Conduct, 2 hours Legal Updates, 2 hours Real Estate Agency, and 2 hours Real Estate Contracts, Jeffrey Kirks
4. 0214031945 - Virginia Post Licensing Package, 2 hours Fair Housing, 3 hours Ethics and Standards Conduct, 6 hours Real Estate Law and Boards Regulations, 6 hours Contract Law, 3 hours Escrow Requirements, 3 hours Risk Management, 2 hours Current industry Issues and Trends, 2 hours Real Estate-Related Finance, and 3 hours VA Agency Law, Jeffrey Kirks

VII. Pre-License Education Instructors

1. 0230001787 - Melanie Sholl – Education and Experience (Principles)
2. 0230001788 - Matthew Kalb – Professional Designation (Principles, Law, Appraisal, Finance, and Brokerage)

VIII. Pre-License Education Courses

1. 0214031946 – 60-hours Principles and Practices of Real Estate (On-line), RIMS Enterprises, LLC. dba: CE by Matthew

IX. Post-License and Continuing Education Instructor Approval Applications

1. Patti Lynn Dickerson
2. Carrie Williams
3. Rachel Elizabeth Foster
4. Stephanie Hanna Campbell – **Approved for Title. Requesting approval for Ethics, Escrow, Current Industry Issues and Trends, Risk Management, and Regulatory Statutes.**
5. Randy DeMille
6. Dr. Dawn Kennedy
7. Susan Elizabeth Ramsey – **Approved for Escrow, Title, Current Industry Issues and Trends. Requesting approval for Fair Housing, Ethics, and Contracts.**
8. Grayson Thomas Moore
9. Kacper Nicholas Lastowiecki
10. Alyssa J. White
11. Wayne Allen Savage
12. Madeleine Bridget Peters
13. Emma Burgess Roy

14. Francis Joseph Hughes Jr.

X. New Business

XI. Adjourn

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