

# VIRGINIA REAL ESTATE BOARD

## EDUCATION COMMITTEE MEETING DRAFT AGENDA

January 21, 2015 Meeting

I. Call to Order

II. Approval of Agenda

III. Discussion Items

1. Discussion on Salesperson Pre-license Education and Examination Topics and Contents Areas.
2. Discussion on the Board Conducting Broker Townhall Meetings.
3. Discussion on How to Receive License Examination Input from Board-certified and Board-approved instructors.
4. Discussion on Amending the Board's "Guidance Document on the Necessity for Brokerage Agreements."

IV. Proprietary School Applications

1. Michael J. Bond Realty Inc. Chesapeake, VA  
Contact Person: Michael J. Bond

V. Continuing Education Course Applications

A. Previously-approved Continuing Education course applications, Approved schools (**Review for Instructor Only - Attachment 2**):

1. 19908 Virginia 8-Hour Mandatory Topics (On-line), 2 hours Fair Housing, 3 hours Ethics and Standards of Conduct, 1 hour Legal Updates, 1 hour Real Estate Agency, 1 hour Real Estate Contracts, NVREN (**Azmi Alkurd**)
2. 19912 Buyer Representation in Real Estate (On-line), 4 hours Real Estate Related, NVREN (**Azmi Alkurd**)
3. 19953 Real Estate and Taxes: What Every Agent Should Know (On-line), 4 hours Real Estate Related, Kaplan Real Estate School (**F.A. Daniels**)
4. 19954 Everyday Ethics in Real Estate (On-line), 4 hours Ethics & Standards of Conduct, Kaplan Real Estate School (**F.A. Daniels**)
5. 19981 Sustainable Housing and Building Green

- (On-line), 4 hours Real Estate Related, NVREN **(Azmi Alkurd)**
- 6. 19982 Risk Management (On-line), 4 hours Real Estate Related, NVREN **(Azmi Alkurd)**
- 7. 19983 Red Flags Property Inspection Guide (On-line), 4 hours Real Estate Related, NVREN **(Azmi Alkurd)**
- 8. 19984 Understanding 1031 Tax Free Exchanges (On-line), 4 hours Real Estate Related, NVREN **(Azmi Alkurd)**
- 9. 19986 Real Estate Market Pulse (On-line), 4 hours Real Estate Related, NVREN **(Azmi Alkurd)**
- 10. 19987 Mortgage Fraud and Predatory Lending: What Every Agent Should Know (On-line), 4 hours Real Estate Related, NVREN **(Azmi Alkurd)**
- 11. 19988 Introduction to Commercial Real Estate Sales (On-line), 4 hours Real Estate Related, NVREN **(Azmi Alkurd)**
- 12. 19989 Know the Code: Real Estate Ethics (On-line), 4 hours Ethics and Standards of Conduct, NVREN **(Azmi Alkurd)**
- 13. 19990 Environmental Issues in Your Real Estate Practice (On-line), 4 hours Real Estate Related, NVREN **(Azmi Alkurd)**
- 14. 19991 Real Estate and Taxes! What Every Agent Should Know (On-line), 4 hours Real Estate Related, NVREN **(Azmi Alkurd)**
- 15. 19992 Property Management and Managing Risk (On-line), 4 hours Real Estate Related, NVREN **(Azmi Alkurd)**
- 16. 19993 Foreclosures Short Sales REOs and Auctions (On-line), 4 hours Real Estate Related, NVREN **(Azmi Alkurd)**
- 17. 19994 Real Estate Finance Today (On-line), 4 hours Real Estate Related, NVREN **(Azmi Alkurd)**
- 18. 19995 Selling HUD Homes: Increase Your Client's Options (On-line), 4 hours Real Estate Related, NVREN **(Azmi Alkurd)**
- 19. 19996 VA Mandatory Broker Management and Agent Supervision, (On-line), 8 hours Broker Management, NVREN **(Azmi Alkurd)**
- 20. 19997 The Truth about Mold (On-line), 4 hours Real Estate Related, NVREN **(Azmi Alkurd)**

B. Original Continuing Education course applications, approved schools:

- 1. 19897 Antitrust and Real Estate, 1 hour Broker Management, WAAR

2. 19899 Antitrust and Real Estate, 1 hour  
Real Estate Related, WAAR
3. 19903 Identifying Structural Deficiencies, 1 hour  
Real Estate Related, Home Inspection Pros,  
Inc.
4. 19904 Spotlight on Decks, 1 hour Real Estate  
Related, Home Inspection Pros, Inc.
5. 19909 Air Conditioning for an Older Home, 1 hour  
Real Estate Related, Home Inspection Pros,  
Inc.
6. 19910 Wet Basements, 1 hour Real Estate  
Related, Home Inspection Pros, Inc.
7. 19911 Carbon Monoxide, 1 hour Real Estate  
Related, Home Inspection Pros, Inc.
8. 19913 The Fireplace, 1 hour Real Estate  
Related, Home Inspection Pros, Inc.
9. 19914 Electrical Service Size, 1 hour Real Estate  
Related, Home Inspection Pros, Inc.
10. 19915 Clandestine Drugs Labs, 1 hour Real Estate  
Related, Home Inspection Pros, Inc.
11. 19916 Flat Roof Systems, 1 hour Real Estate  
Related, Home Inspection Pros, Inc.
12. 19917 Real Estate Market Pulse (On-Demand), 3  
hours Real Estate Related, Dearborn  
Financial Publishing, Inc.
13. 19918 Discovering Commercial Real Estate (On-  
line), 3 hours Real Estate Related, The CE  
Shop, Inc.
14. 19920 Liens, Taxes and Foreclosure (On-line), 4  
hours Real Estate Related, McKissock, LP
15. 19922 SRS - Seller Representative Specialist, 2  
hours Ethics and Standard of Conduct, 1  
hour Legal Updates, 2 hours Real Estate  
Agency, 2 hours Real Estate Contracts, 2  
hours Real Estate Related, RAR
16. 19923 What Real Estate Professionals Need to Know  
About FHA (On-line), 4 hours Real Estate  
Related, McKissock, LP
17. 19924 How to Write a Winning Contract, 2 hours  
Contracts, Action Real Estate, LLC
18. 19925 How to Write a Winning Contract, 2 hours  
Broker Management, Action Real Estate, LLC
19. 19926 Going Green, 1 hour Real Estate Related,  
Home Inspection Pros, Inc.
20. 19927 Identifying Furnace Deficiencies, 1 hour  
Real Estate Related, Home Inspection Pros,  
Inc.
21. 19928 Residential Contract Review, 4 Real Estate  
Related Subjects, MAI Institute

22. 19930 Home Maintenance in Perspective, 1 hour Real Estate Related, Home Inspection Pros, Inc.
23. 19932 How Old is this House?, 1 hour Real Estate Related, Home Inspection Pros, Inc.
24. 19933 Radon, 1 hour Real Estate Related, Home Inspection Pros, Inc.
25. 19934 Renovate, Remodel, Repair, 1 hour Real Estate Related, Home Inspection Pros, Inc.
26. 19935 Preparing for the Unexpected, 1 hour Real Estate Related, Home Inspection Pros, Inc.
27. 19936 Plumbing, 1 hour Real Estate Related, Home Inspection Pros, Inc.
28. 19937 New Homes - A Closer Look, 1 hour Real Estate Related, Home Inspection Pros, Inc.
29. 19938 Grow Houses, 1 hour Real Estate Related, Home Inspection Pros, Inc.
30. 19939 Hot Water Heat, 1 hour Real Estate Related, Home Inspection Pros, Inc.
31. 19940 Mold, 1 hour Real Estate Related, Home Inspection Pros, Inc.
32. 19941 How to Overcome Appraisal Challenges, 2 hours Real Estate Related, The Real Estate Academy, Inc.
33. 19943 Mastering the Residential Sales Contract, 2 hours Real Estate Contracts, MTE Settlement Services, LLC
34. 19944 Navigating a Hot Sellers' Market (On-line), 4 hours Real Estate Related, McKissock, LP
35. 19945 Wells and Septic Systems, 1 hour Real Estate Related, Home Inspection Pros, Inc.
36. 19946 Indoor Air Quality, 1 hour Real Estate Related, Home Inspection Pros, Inc.
37. 19947 New Technologies for the Home, 1 hour Real Estate Related, Home Inspection Pros, Inc.
38. 19948 Older Homes, 1 hour Real Estate Related, Home Inspection Pros, Inc.
39. 19951 A Home Buyers Guide to Credit Scores (On-line), 2 hours Real Estate Related, McKissock, LP
40. 19957 A Broker's Responsibilities: Supervising Agents, Escrow Management, Office Procedures, 4 hours Broker Management, RAR
41. 19958 A Broker's Responsibilities: Rules & Regs, Listing Office Policies and Grievance Process, 4 hours of Broker Management, RAR
42. 19959 Getting Your Contracts Right: The New NVAR Contract Form and Best Practices for Contract Development, 1 hour Real Estate

- Contracts, 1 hour Real Estate Related, The Settlement Group, Inc.
43. 19960 2015 NVAR Form Changes, 1 hour Real Estate Contracts, 2 hours Real Estate Related, PDI
44. 19961 Moving Toward Sustainable Housing, 1 hour Real Estate Related, Home Inspection Pros, Inc.
45. 19962 Termites: Where Are They Now, 1 hour Real Estate Related, Home Inspection Pros, Inc.
46. 19965 Real Estate and Taxes: What every Agent Should Know (On-line), 4 hours Real Estate Related, Dearborn Financial Publishing, Inc.
47. 19966 A Broker's Responsibilities: Supervising Agents, Escrow Management, Audit Procedures, 1 hour Legal Updates, 3 hours Real Estate Related, RAR
48. 19967 A Broker's Responsibilities: Rules & Regs, Listing Office Policies and Grievance Process, 1 hour Real Estate Contracts, 3 hours Real Estate Related, RAR
49. 19968 Update on Consumer Financial Protection Bureau: What Realtors need to know about Integrated Mortgage Disclosure Rule, 1 hour Real Estate Related, The Settlement Group, Inc.
50. 19969 Real Estate Law and Board Regulations, 8 hours Real Estate Related, Towne Realty School of Real Estate
51. 19970 Professional Standards Seminar: Code Enforcement Done Right, 3 hours Ethics and Standards of Conduct, RAR
52. 19971 Toxic Drywall, 1 hour Real Estate Related, Home Inspection Pros, Inc.
53. 19973 Real Estate Safety-Protect Yourself During a Showing (On-line), 3 hours Real Estate Related, McKissock, LP
54. 19974 Short Sales and Foreclosures (On-line), 3 hours Real Estate Related, McKissock, LP
55. 19975 Foreign Investment in U.S. Real Estate (On-line), 5 hours Real Estate Related, McKissock, LP
56. 19976 Real Estate Contracts, 1 hour Real Estate Contracts, Moseley-Dickinson Academy of Real Estate
57. 20008 Safe Real Estate Sales Practice: Avoiding those Common(Sometimes Expensive) Transactional Errors, 2 hours Real Estate Related, The Settlement Group

58. 20009 Clearing Title Matters, 2 hours Real Estate Related, Cindy Bishop Worldwide, LLC
59. 20010 Risk Management with the Use of Home Warranty, 1 hour Real Estate Related, Alpha College of Real Estate
60. 20011 Risk Management with the Use of Home Warranty, 2 hours Real Estate Related, Alpha College of Real Estate
61. 20012 Home Energy Audits, 1 hour Real Estate Related, Home Inspection Pros, Inc.
62. 20013 Virginia Real Estate Agency, 1 hour Real Estate Agency, Dulles Area Real Estate School
63. 20014 Real Estate Contracts, 1 hour Real Estate Contracts, Dulles Area Real Estate School
64. 20015 Fair Housing, 2 hours Fair Housing, Dulles Area Real Estate School
65. 20016 Ethics and Standards of Conduct, 3 hours Ethics and Standards of Conduct, Dulles Area Real Estate School
66. 20018 2015 Professional Standards Seminar, 3 hours Ethics and Standards of Conduct, 1 hour Real Estate Related, VAR
67. 20021 Broker Pitfalls and Resources, 2 hours Legal Updates, VAR
68. 20022 Broker Pitfalls and Resources, 2 hours Broker Management, VAR
69. 20023 Real Estate Pitfalls, 4 hours Real Estate Related, Alpha College of Real Estate
70. 20024 The Un-Sick House, 1 hour Real Estate Related, Home Inspection Pros, Inc.
71. 20025 Earnest Money Deposits: Navigating Dangerous Waters, 1 hour Legal Updates, VAR
72. 20026 Fair Housing, 2 hours Fair Housing, Moseley-Dickinson Academy of Real Estate
73. 20027 Earnest Money Deposits: Navigating Dangerous Waters, 1 hour Broker Management, VAR
74. 20028 Understanding the Conventional, FHA and VA Financing Addenda - 2015, 2 hours Real Estate Contracts, MBH Settlement Group, LC
75. 20029 Real Estate Law, Legal Updates and Emerging Trends, 1 hour Legal Updates, Dulles Area Real Estate School
76. 20030 8-Hour Mandated CE Course, 2 hours Fair Housing, 3 hours Ethics and Standards of Conduct, 1 hour Legal Updates, 1 hour Real Estate Agency, 1 hour Real Estate Contracts, PWAR

- 77. 20031 2015 Residential Sales Contract Addenda, 2 hours Real Estate Contracts, MBH Settlement Group, LC
- 78. 20032 The Ins and Outs of the New Closing Disclosure, 2 hours Legal Updates, RECA
- 79. 20033 CFPB and the New Closing Disclosure, 2 hours Real Estate Related, Cindy Bishop Worldwide, LLC
- 80. 20034 Risk Management, 3 hours Real Estate Related, MBH Settlement Group, LC
- 81. 20035 Compulsory 2015 Contract Crash Course, 6 hours Real Estate Contracts, MBH Settlement Group, LC
- 82. 20046 Home Sweet (Second) Home: Vacation, Investment, Luxury Properties (On-line), 6 hours Real Estate Related, CE Shop, Inc.
- 83. 20047 Sticks & Bricks, 3 hours Real Estate Related, Action Real Estate, LLC

#### VI. Post License Education Course Applications

##### A. Previously-approved Post License Education Course applications, approved schools (**Review for Instructor Only - Attachment 2**):

- 1. 19998 Ethics and Standards of Conduct (On-line), 3 hours Ethics and Standards of Conduct, Academy of Real Estate (**William Frost**)
- 2. 19999 Current Industry Issues & Trends (On-line), 2 hours Current Industry Issues & Trends, Academy of Real Estate (**William Frost**)
- 3. 20000 Real Estate Law and Board Regulations (On-line), 8 hours Real Estate Law and Board Regulations, Academy of Real Estate (**William Frost**)
- 4. 20001 Contract Writing (On-line), 6 hours Contract Writing, Academy of Real Estate (**William Frost**)
- 5. 20002 Virginia Agency Law (On-line), 3 hours Agency Law, Academy of Real Estate (**William Frost**)
- 6. 20003 Risk Management (On-line), 3 hours Risk Management, Academy of Real Estate (**William Frost**)
- 7. 20004 Fair Housing (On-line), 2 hours Fair Housing, Academy of Real Estate (**William Frost**)
- 8. 20005 Escrow Requirements (On-line), 3 hours Escrow Requirements, Academy of Real Estate (**William Frost**)

B. Original Post License Education course applications, approved schools:

1. 19931 Contract Review and Writing, 6 hours  
Contract Writing, MAI Institute
2. 19942 SRS: Seller Representative Specialist,  
2 hours Current Industry Issues & Trends,  
RAR
3. 19977 Professional Standards Seminar: Code  
Enforcement Done Right, 3 hours Ethics and  
Standards of Conduct, RAR
4. 20006 Risk Management with The Use of Home  
Warranty, 2 hours Current Industry Issues &  
Trends, Alpha College of Real Estate
5. 20007 Clearing Title Matters, 2 hours Current  
Industry Issues & Trends, Cindy Bishop  
Worldwide, LLC
6. 20036 The Ins and Outs of the New Closing  
Disclosure, 2 hours Current Industry Issues  
and Trends, RECA
7. 20038 Understanding the Conventional, FHA and VA  
Financing Addenda-2015, 2 hours Current  
Industry Issues and Trends, MBH Settlement  
Group, L.C.
8. 20039 2015 Residential Sales Contract Addenda, 2  
hours Current Industry Issues and Trends,  
MBH Settlement Group, LC
9. 20040 Title Insurance and Surveys, 2 hours  
Current Industry Issues and Trends, MBH  
Settlement Group, LC
10. 20041 Bankruptcy and Foreclosure, 2 hours  
Current Industry Issues and Trends, MBH  
Settlement Group, LC
11. 20042 Compulsory 2015 Contract Crash Course, 6  
hours Contract Writing, MBH Settlement  
Group, LC
12. 20052 CFPB and the New Closing Disclosure, 2  
hours Current Industry Issues and Trends,  
Cindy Bishop Worldwide, LLC

VII. Pre-License Education Instructor applications

1. Georgia S. Hyland
2. Stephen W. Smith
3. Michael J. Bond
4. Nora Rainey
5. Michael K. Butters
6. Baylee L. Wang
7. William Whittman



8. Patricia Kline
9. Erin L. Newbill
10. Lydia A. Zache
11. Elizabeth M. W. Johnson
12. Kenneth S. Isaacman
13. Allene V. Murray
14. Jason W. Upp
15. James E. Monical
16. Yonna E. Smith
17. Vancy Soulong - **expert (Principles)**
18. Maude E. Dixon - **expert (Principles)**
19. Shannon L. Milligan - **expert (Principles)**
20. Karen W. Hall - **expert (Appraisal, Brokerage, Finance, Law, Principles)**
21. Babur M. Baser - **expert (Principles)**
22. Reshawna S. Leaven - **expert (Principles)**

VIII. Pre-License Education Course applications

1. 19902 45-hour Broker Real Estate Law (Classroom), The Real Estate Academy, Inc.
2. 19905 45-hour Broker Real Estate Brokerage (Classroom), Kirks Institute for Advanced Real Estate Studies
3. 19929 45-hour Broker Real Estate Appraisal (Classroom), The Real Estate Academy, Inc.
4. 19979 60-hour Salesperson Principles and Practices of Real Estate (Classroom), Fairfax County Adult & Community Education
5. 19985 45-hour Broker Real Estate Law (CRP), Peninsula Real Estate School
6. 20043 45-hour Broker Real Estate Brokerage (Classroom), Henderson Professional Development Seminars
7. 20044 60-hour Salesperson Principles and Practices of Real Estate (On-line), The Real Estate Academy, Inc.
8. 20045 45-hour Broker Professional Property Management (Other - CRP), Peninsula Real Estate School
9. 20048 60-hour Salesperson Principles and Practices of Real Estate (CRP), Action Real Estate, LLC
10. 20049 60-hour Salesperson Principles and Practices of Real Estate (CRP), New Star Realty School
11. 20050 60-hour Salesperson Principles and Practices of Real Estate (Class), Key Realty & Investment, Inc.

12. 20051 60-hour Salesperson Principles & Practices of Real Estate (On-line), Digital Learning Centers

IX. Additional Continuing/Post License Education Instructors

1. **Diann G. Burns** - 19736 (Events of Default and the Earnest Money Deposit), 19735 (Understanding the VA Jurisdictional Addendum), 19364 (Mastering the Regional Sales Contract), **MTE Settlement Services, LLC**
2. **Nancy Garrison** - 14033 (Agency), 16436 (Buyer Agency and Disclosure Forms), 14056 (Contracts), 13659 (Ethics and Standards of Conduct), 13753 (Fair Housing Practically Speaking), 13925 (Legal Updates & Emerging Trends), 15450 (Offer to Purchase), 16675 (Regional Sales Contract and Objectives), 16438 (Brokerage Relationship Informing the Consumer), 18718 (Current Industry Issues and Trends), 18728 (Contract Writing), 18702 (Keeping the Trust), 18724 (Ethics and Standard of Conduct), 18749 (Risk Management), 18743 (VA Agency Law), 18300 (Fair Housing), 19181 (VA Law: Your License & The RE Board), **Long and Foster Institute of Real Estate**
3. **Laura Farley** - 19014 (Commissions-Getting Paid the Right Way), 18933 (Commissions-Being Paid the Right Way), 17326/18522 (Disclosure Shall Set You Free), **Piedmont School of Real Estate**
4. **John Moore, Bryan Baker, and Sarah Cox** - 19457 (Flood 101 - Taking the Fear Out of Flood), **Long and Foster Institute of Real Estate**
5. **T. Stewart Rauch and Stephanie H. Campbell** - 19135 (Foreclosures in Virginia), 19148 (Judgments & Liens: A Real Estate Agent's Perspective), 06772 (Describing Real Property), 018124 (10 Things Every Loan Officer Wished Every Realtor Would Know), 19149 (CFPB Combined Disclosures), 19150 (ALTA's Best Practices), 19146 (1031 Exchanges: What Realtors Need To Know), **Old Republic National Title Insurance Company**

X. Other Business

XI. Public Comment

XII. Adjourn