

**VIRGINIA REAL ESTATE BOARD EDUCATION  
COMMITTEE MEETING REPORT**

Wednesday, January 21, 2026 – 12:00 P.M.

The Real Estate Board Education Committee met on Wednesday, January 21, 2026, at 12:00 p.m., at the Department of Professional and Occupational Regulation in Richmond, Virginia.

Committee Members present: Kemper Funkhouser, Chair  
Kit Hale, Vice Chair  
Pieri Burton, Board Member  
Raj Patel, Board Member

Department Staff Members present:

Anika Coleman, Executive Director  
Laura McClintock, Agency Director  
Jennifer Plummer, Regulatory Operations Administrator  
Shaifali Prajapati, Administrative Coordinator  
Jessica Jenkins, Licensing Operations Administrator  
Mia Quimpo, Licensing Specialist  
Janice Toole, Licensing Specialist

Meeting Called to Order at 12:01PM with quorum being met

The agenda was approved by consensus.

No public comments

Ms. Coleman read the emergency egress procedures.

Discussion was had regarding maximum credit hours education providers can request. Committee voted no, in that technical shortcomings of the agency should not adversely affect decisions made for the public. Ms. Coleman explained there had been pushback towards the Real Estate Board as a result of DPOR's IT team sending out requests for IP addresses.

Committee/Staff Introductions

**I. Proprietary School Applications**

1. 0211001413 - New River Real Estate Academy LLC. Newport, VA  
Contact Person: Megan Roschelli
2. 0211001414 - Real Estate Institute of Training, Upper Marlboro, MD  
Contact Person: Daniel Mushala
3. 0211001415 – PrimeKeys, LLC. Arlington, VA

- Contact Person: Charles Wilson  
4. 0211001416 – Momba Properties. LLC. Midlothian, VA.  
Contact Person: Carmen Gulliksen

## II. Post-License and Continuing Education Course Applications

### A. Original Post-License and Continuing Education Course Applications, Approved Schools:

1. 0214031208 -Agency for Property Managers, 1-hour Broker Management, VAR
2. 0214031209 / 0214031210 - Scams: Red Flags to Green Lights, 1-hour Legal Updates or 2 hours Current Industry Issues and Trends, VAR
3. 0214031211 – Assumptions, 1-hour Real Estate Related, Titan Title, LLC.
4. 0214031213 - Land Development: Finding, Funding & Finishing Online Video Course V1.0 (On-line), 2 hours Real Estate Related. Dearborn Financial Publishing, Inc.
5. 0214031214 - Introduction to Risk Management V1.0 (On-line), 5 hours Real Estate Related. Dearborn Financial Publishing, Inc.
6. 0214031215 - Realtor Math: Prorations & Calculations, 1-hour Real Estate Related, Institute of Continuing Education
7. 0214031216 - Top Contract Mistakes and How to Avoid Them, 2 hours Real Estate Contracts, Institute of Continuing Education
8. 0214031217 / 0214031218 - Risk Management for Technology, 2 hours Real Estate Related or 2 hours Current Industry Issues and Trends, TRSRE  
**The Committee found the course to be deficient in course material information explanation for the category of “other.”**
9. 0214031219 - Risk Management for Technology, 2 hours Broker Management, TRSRE **The Committee found the course to be deficient in course material content.**
10. 0214031220 / 0214031221 - Military Relocation Professional - MRP (Part 1), 5 hours Real Estate Related or 2 hours Current Industry Issues and Trends, TRSRE
11. 0214031222 / 0214031223 - At Home with Diversity AHWD (Part 2), 2 hours Fair Housing and 4 hours Real Estate Related or 2 hours Fair Housing (PLE), TRSRE **The Committee found the course to be deficient for Fair Housing but that it can be approved administratively.**
12. 0214031224 – Plumbing Systems, 1-hour Real Estate Related, Pillar to Post
13. 0214031225 - Air Conditioning for Older Homes, 1-hour Real Estate Related, Pillar to Post
14. 0214031226 - Electrical Service Size, 1-hour Real Estate Related, Pillar to Post
15. 0214031227 -Flat Roof Systems, 1-hour Real Estate Related, Pillar to Post
16. 0214031228 - Identifying Furnace Deficiencies, 1-hour Real Estate Related, Pillar to Post

- 17.0214031229 - Identifying Structural Deficiencies, 1-hour Real Estate Related, Pillar to Post
- 18.0214031230 - Preparing for the Unexpected, 1-hour Real Estate Related, Pillar to Post
- 19.0214031231 – Spotlight on Decks, 1-hour Real Estate Related, Pillar to Post
- 20.0214031232 - Fair Housing: It's Just Good Business (On-line), 2 hours Fair Housing and 2 hours Real Estate Related, WebCE, Inc.
- 21.0214031233 - Flood Insurance 2.0 (On-line), 2 hours Real Estate Related, WebCE, Inc.
- 22.0214031234 - Avoiding Costly Mistakes in Your Real Estate Career (On-line), 4 hours Real Estate Related, WebCE, Inc.
- 23.0214031235 - Commercial Real Estate Investing (On-line), 4 hours Real Estate Related, WebCE, Inc.
- 24.0214031236 - Cultural Competency for Real Estate Professionals (On-line), 2 hours Real Estate Related, WebCE, Inc.
- 25.0214031237 - Helping Buyers with New Construction, 3 hours Real Estate Related, Montague Miller Academy
- 26.214031238 – 0214031239 – Risk Management, 3 hours Real Estate Related or 3 hours Risk Management, Montague Miller Academy
- 27.0214031240 – 0214031241 - Escrow Requirements in Virginia, 3 hours Real Estate Related or 3 hours Escrow Requirements, Montague Miller Academy **The Committee found the course to be deficient, as the Escrow disbursement time frame is incorrect.**
- 28.0214031242 – 0214031243 - Fair Housing, 3 hours Fair Housing, 2 hours Fair Housing (PLE), Montague Miller Academy **The Committee found the course to be deficient.**
- 29.0214031247 -Real Estate Evolution: Trends and Transformations (On-line), 5 hours Real Estate Related, Dearborn Real Estate **(5 hours Real Estate?)**
- 30.0214031256 - Fundamentals of Real Estate Investment, 3 hours Real Estate Related, Montague Miller Real Estate Academy
- 31.0214031261 – 0214031262 - RI 501-Agency in Virginia, 2 hours Real Estate Agency and 4 hours Real Estate Related or 3 hours Virginia Agency Law, VAR
- 32.0214031263 – 0214031264 - RI 502-Sales Contracts, 2 hours Real Estate Contracts and 4 hours Real Estate Related or 6 hours Contract Writing, VAR
- 33.0214031265 – 0214031266 - RI 504-Working with Buyers, 6 hours Real Estate Related or 2 hours Current Industry Issues and Trends, VAR
- 34.0214031267 - Economic & Real Estate Market Outlook, 1-hour Real Estate Related, VAR
- 35.0214031268 - Virginia Economy & Rental Housing Market, 1-hour Real Estate Related, VAR
- 36.0214031269 - Broker FAQs Legal Scenarios for Brokers, 2 hours Broker Management, VAR
- 37.0214031270 - Broker FAQs Legal Scenarios for Brokers, 2 hours Legal Updates, VAR
- 38.0214031271 - Level Up Agent Training, 2 hours Broker Management, VAR

39. 0214031272 – 0214031273 - License to Post: Clickbait or Violation? 2 hours Legal Updates or 2 hours Current Industry Issues and Trends, VAR
40. 0214031274 - Strategic Management, 2 hours Broker Management, VAR
41. 0214031279 - Corporate Entities and Real Estate, 1-hour Real Estate Related, Hunter Hanger and Asso.
42. 0214031280 - Estate Issues in Real Estate Transactions, 1-hour Real Estate Related, Hunter Hanger and Asso.
43. 0214030993 - Listing Your Luxury Property, 2 hours Real Estate Related, Preferred Systems, Inc. **(The Committee found the course to be deficient from the last Board meeting course as it does not protect the health, welfare and safety of the public).**
44. 0214031038 - Homes Staging by the Book, 2 hours Real Estate Related, Preferred Systems, Inc. **(The Committee found the course to be deficient from the last Board meeting course does not protect the health, welfare and safety of the public).**
45. 0214031299 - FINCEN for the Real Estate Professional, 1-hour Real Estate Related, FNTIC
46. 0214031300 - Appraisal Policies, Practices & more, 2 hours Real Estate Related, LFIRE
47. 0214030301 – 0214030302 – Buyers by Generation, 3 hours Real Estate Related or 2-hour Current Industry Issues and Trends, Granite Street Training, LLC.
48. 0214030303 – 0214030304 - Planning and Zoning Resource, 3 hours Real Estate Related or 2-hour Current Industry Issues and Trends, Granite Street Training, LLC.
49. 0214030305 – 0214030306 - Introduction to Commercial Real Estate, 2 hours Real Estate Related or 2-hour Current Industry Issues and Trends, Granite Street Training, LLC.
50. 0214031307 – 0214031308 – Code of Ethics, 3 hours Ethics and Standards of Conduct or 3 hours Ethics and Standards of Conduct, Blue Ridge Real Estate School
51. 0214031314 – Antitrust in Real Estate, 1-hour Real Estate Related, Chesapeake Bay & Rivers School of Real Estate
52. 0214031316 – 0214031317 – New Home Construction & Buyer Agency, 4 hours Real Estate Related or 2 hours Current Industry Issues and Trends, Granite Street Training, LLC.
53. 0214031318 – 0214031319 - Short Sale and Foreclosure Resource, 4 hours Real Estate Related or 2 hours Current Industry Issues and Trends, Granite Street Training, LLC.
54. 0214031320 – 0214031321 - Home Finance Resource, 4 hours Real Estate Related or 2 hours Current Industry Issues and Trends, Granite Street Training, LLC.
55. 0214031322 – VA Real Estate Agency (Online), 2 hours Real Estate Agency, Tristar Academy Inc. **The Committee found the course to be deficient in having enough content for 2 hours of substantive material.**
56. 0214031323 - – VA Real Estate Agency (Virtual Classroom), 2 hours Real

- Estate Agency, Tristar Academy Inc. **(same course as # 55 - The Committee found the course to be deficient in having enough content for 2 hours of substantive material.**
57. 0214031324 - Real Estate Contracts (Virtual Classroom), 2 hours Real Estate Contracts, Tristar Academy Inc.
  58. 0214031325 - Real Estate Contracts (Online), 2 hours Real Estate Contracts, Tristar Academy Inc. **(same course as # 57)**
  59. 0214031326 - Virginia Real Estate Housing (On-line), 2 hours Fair Housing, Tristar Academy Inc.
  60. 0214031327 - Virginia Real Estate Housing (Virtual Classroom), 2 hours Fair Housing, Tristar Academy Inc. **(same course as # 59)**
  61. 0214031328 - Legal Updates and Emerging Trends (Online), 2 hours Legal Updates, Tristar Academy Inc. **The Committee found the course to be deficient in clarity of information.**
  62. 0214031329 - Legal Updates and Emerging Trends (Virtual Classroom), 2 hours Legal Updates, Tristar Academy Inc. **(same course as # 61 - The Committee found the course to be deficient in clarity of information.)**
  63. 0214031330 - Ethics and Standards of Conduct (Virtual Classroom), 3 hours Ethics and Standards of Conduct, Tristar Academy Inc.
  64. 0214031331 - Ethics and Standards of Conduct (Online), 3 hours Ethics and Standards of Conduct, Tristar Academy Inc. **(same course as # 63)**
  65. 0214031123 - Escrows And Protecting Other People's Money, 3 hours Escrow Requirements, NVAR **(The Committee found the course deficient from the last Board meeting.)**
  66. 0214031332 – 0214031333 - Legal Updates with Flood, 2 hours Legal Updates or 2 hours Current Industry Issues and Trends, Blue Ridge Real Estate School
  67. 0214031334 – 0214031335 - Real Estate Agency, 2 hours Real Estate Agency or 3 hours VA Agency Law, Blue Ridge Real Estate School
  68. 0214031336 – 0214031337 – Fair Housing, 2 hours Fair Housing (CE or PLE), Blue Ridge Real Estate School
  69. 0214031338 – 0214031339 – Contracts, 2 hours Real Estate Contracts or 6 hours Contract Writing, Blue Ridge Real Estate School
  70. 0214030930 - Representing Landlord and Tenant Clients, 2 hours Real Estate Related, Ron Piper Consulting LLC.
  71. 0214030982 – 0214030983 - Money Matters: Keeping Escrow Funds Safe, 3 hours Real Estate Related or 3 hours Escrow Requirements, PWAR **(The Committee found the course deficient from the last Board meeting.)**
  72. 0214031340 - Core Mortgage Docs "The Paper Trail", 1-hour Real Estate Related, WAAR
  73. 0214031342 - Ethics and Standards of Conduct, 3 hours Ethics and Standards of Conduct, NVAR
  74. 0214031343 - Legal Updates. 2 hours Legal Updates, NVAR
  75. 0214031344 – 0214031345 – Virginia Fair Housing Law, 3 hours Fair Housing or 2 hours Fair Housing, County of Loudoun Fair Housing School
  76. 0214031346 - Broker Office Policy Workshop, 4 hours Broker Management,

RAR

- 77.0214031347 - Broker Office Policy Workshop, 2 hours Broker Management and 2 hours Broker Supervision, RAR
- 78.0214031350 – 0214031351 – NAR Code of Ethics, 3 hours Ethics and Standards of Conduct (CE or PLE), William E Wood
- 79.0214031352 – 0214031353 - Fair Housing Law, Civil Rights Act & ADA, 2 hours Fair Housing and 1-hour Real Estate Related or 2 hours Fair Housing (PLE), William E Wood
- 80.0214031354 - Broker Management (On-line), 6 hours Broker Management, MLS Campus Inc.
- 81.0214031355 - Broker Supervision (On-line), 2 hours Broker Supervision, MLS Campus Inc.
- 82.0214031356 - Property Valuation and Appraising (On-line), 5 hours Real Estate Related, MLS Campus Inc.
- 83.0214031357 - Fair Housing, Agency Law and Contracts (On-line), 2 hours Fair Housing, 2 hours Real Estate Agency, and 2 hours Real Estate Contracts, MLS Campus Inc.
- 84.0214031358 – 0214031359 - Fair Housing Compliant Ai Advertising and Listing, 2 hours Real Estate Related or 2 hours Current Industry Issues and Trends, Granite Street Training
- 85.0214031362 - Risk Reduction for Managing Brokers, 2 hours Broker Management, LFIRE
- 86.0214031367 - Real Forestry for Real Estate Beyond Basics, 2 hours Real Estate Related, Virginia Tech
- 87.0214031368 - Real Estate Contract Part 1, 1-hour Real Estate Related, Old Republic National Title Insurance Company
- 88.0214031369 - Residential Contracts: Part 2, 1-hour Real Estate Contracts, Old Republic National Title Insurance Company **The Committee found the course deficient.**
- 89.0214031370 – Fair Housing, 2 hours Fair Housing, NVAR
- 90.0214031371 – Real Estate Contracts, 2 hours Real Estate Contracts, NVAR
- 91.0214031372 – Real Estate Agency, 2 hours Real Estate Agency, NVAR
- 92.0214031015 - Virginia Post Real Estate Laws and Board Regulations (On-line), 6 hours Real Estate Law and Board Regulations, Colibri Real Estate, LLC. **(The Committee found the course deficient from the last Board meeting.)**
- 93.0214030754 - Mitigating Broker Risk, 2 hours Broker Management, CAAR **(The Committee found the course deficient from the last Board meeting.)**
- 94.0214030752 - Brokerage Operations and Efficiency, 2 hours Broker Management, **(The Committee found the course deficient from the last Board meeting.)**
- 95.0214031133 – Legal Updates with Flood Content, 2 hours Legal Updates, Guardian Title & Escrow, LC **(The Committee found the course deficient from the last Board meeting.)**
- 96.0214031377 – 0214031378 - Closing Time: Contracts Made Simple, 2 hours

- Real Estate Contracts or 2 hours Current Industry Issues and Trends, VAR  
97.0214031379 - Agency: A Complicated Relationship, 1-hour Real Estate Agency, VAR  
98.0214031380 – 0214031381 - Know the Law, Limit the Risk, 2 hours Legal Updates or 2 hours Current Industry Issues and Trends, VAR  
99.0214031382 - The Errors Tour: Real Estate Edition, 5 hours Real Estate Related, Dearborn Financial Publishing, Inc. dba REcampus.com

The Committee recessed from 12:55PM to 1:39PM.

### III. Pre-License Education Instructors

1. 0230001770 – Rachel Cheng – Experience and Professional Designation (Principles, Finance, Brokerage and Law)
2. 0230001771 - Peggy Lynch – Professional Designation and Waiver (Real Estate Finance)

### IV. Pre-License Education Courses

- V. 0214031207 – 60 hours Salesperson Principles and Practices of Real Estate (Classroom), Professional Land Sales, LLC.
- VI. 0214031212 – 45 hours Broker Real Estate Appraisal (Classroom), Blue Ridge Real Estate School
- VII. 0214031246 - 60 hours Salesperson Principles and Practices of Real Estate (Classroom), Weichert Co of Maryland Inc.
- VIII. 0214031363 - 60 hours Salesperson Principles and Practices of Real Estate (Classroom), LFIRE
- IX. 0214031366 – 15 hours Salesperson VA Law (Classroom), LFIRE

### X. Post-License and Continuing Education Instructor Approval Applications

1. Penny Aylene Glenn
2. Richard Calderon
3. David Ray Robertson – **Previously approved for Practicing Attorney category, Agency Law, Contracts, Escrow, Title and Current Industry Issues and Trends. Requesting ethics course in new application.**
4. Jina Kathleen Myers
5. Brittany Rose Shutts
6. Peter Michael LaRock
7. Robert John Ulmer

8. William Anthony O'Connell
9. Melissa L.C. Johnson
10. Margaret Juanita Everton – **Previously approved for Fair Housing, Real Estate Law and Regulations, Ethics, Agency Law, Contacts, Finance, Title, Current Industry Issues and trends, Risk Management, Broker Management, Broker Supervision, and Regulatory Statutes. Requesting Escrow Requirements in new application.**
11. Valerie Ross Triplett
12. ~~Susan Leigh Swink – previously approved for practicing attorney. –~~  
**Already approved as a Pre-licensing instructor**
13. Sharron Diana Kennovin
14. Nicole Elizabeth Marucci
15. Carmen Gulliksen

#### **New business**

The Committee was notified of updated forms being implemented soon, and new regulations becoming effective April 1<sup>st</sup>, 2026.

The meeting adjourned at 2:24PM