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**VCPD Governance Workgroup**

**November 6, 2018**

**3:00-4:30**

**MEETING SUMMARY**

**Present:** Jaye, Cori, Aleta, Peggy, Sandy

**Celebrations and Announcements**

* VDSS contract is in place as of October 18, 2018!
* Saretha Williams is a returning VCPD member— now at VDSS.
* Mark Allan is rejoining Governance.
* Deana has only one cast now!

**Review of October 2, 2018 Meeting Notes**

 Jaye reviewed the meeting notes. Tasks addressed.

**TTACs and Regional Consortia Facilitators**

 Not addressed due to the small number of members in attendance today.

 Task: Jaye to add this item to the December meeting agenda.

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**Mission and Goals Statement Draft**

 After discussion, the following mission and goal statements were approved:

**VCPD Mission**

The Virginia Cross-Sector Professional Development (VCPD) Team collaborates to provide leadership promoting high quality, coordinated, cross-sector professional development. Our members prepare early childhood personnel to support all children (prenatal to age five) and their families in home, school, and community settings. This includes infants, toddlers, and preschoolers with disabilities and special health needs; and children who experience risk factors for school readiness, economic disadvantages, and/or cultural and linguistic diversity.

 **Our Goals**

* Encourage cross-sector collaboration in early childhood professional development
* Enhance the knowledge, skills, and abilities of early childhood professional development providers
* Promote high quality professional development

Task: Sandy will share the revised mission and goals with the full VCPD membership at the meeting next week.

**VCPD November Meeting Agenda**

The draft meeting agenda was approved.Jaye will be traveling to DC for the NAEYC Conference on the morning of the VCPD meeting. If travel or hotel internet issues arise, Governance members will share responsibility for agenda items as follows:

 Welcome, Roll Call: Peggy

 Additional Funding: Sandy

 VCPD 101: Peggy

 IHE Symposium: Cori

 IP Task Force: Sandy

 Mission statement and goals: Sandy

 Website and Announcements: Cori

 Tips for Trainers: Delete from agenda

 Update on PDG Grant: Aleta

 Continuous Improvement: Cori

Task: Jaye to send out agenda with back-up plan responsibilities delineated.

Aleta shared that Virginia is applying for the full $15 million federal Preschool Development Grant. This is a one year grant, with the possibility of renewal. States must provide a 30% match. There are five requirements. The two major task to be completed are a needs assessment and development of a strategic plan for the state Additional emphasis is placed on family knowledge and choice, sharing best practices, and improving quality including professional development. The goal is to empower communities to collaborate and to design state systems from the community level up.

The third round of Mixed Delivery Grant applications are due back to VECF on November 9th

Sandy shared that at VDOE, Jenna Conway is now the Deputy Assistant Superintendent over Early Childhood. The VDOE is hiring a Director under her. VPI, VPI + and ECSE staff will all be under this department. Jenna submitted a proposal to the GA on November 1st outlining how to address areas of need that were in the JLARC recommendations.

**December 11th VCPD Meeting Agenda Items**

* Jenna Conway will participate. Time TBD
* Kathy Gillikin recognition will be at lunch.

 Task: Sandy will take care of a cake.

 Task: Jaye will get a card and flowers.

* Emily Griffey will present Voices legislative update.
* Kris Meyers will present results of the PD provider survey.
* Review of VCPD 101 Trainer Observation Tool
* Workgroup/small group discussions re: other quality items?
* Quality Assurance— Kris Meyers is the convener for the group. Possibly looking at NAEYC Venn diagram.

**VCPD 101**

* VCPD 101 in Portsmouth had 20 highly engaged participants representing Early Impact Virginia, Smart Beginnings, the Navy, Children’s Center, TTAC ODU, Virginia Quality, NCPS, and preschool and child care centers.
* Next Training is at the GMU Campus in Manassas on November 29-30. Virginia Quality is handling registration.
* In response to an invitation, Jill McFarren Aviles, Rosemary Kendall (NVAEYC representative) and Jaye had a conversation regarding VCPD 101 in Spanish. They will follow up with VCPD Northern Consortium leaders regarding collaboration on a meeting to discuss the need, interest, etc.
* VCPD 101: Two more sessions TBD before June 30, 2019; funding through VQ to support trainer, travel, etc. for one of the sessions.

**Updates**

* + Inclusive Practices Task Force.

 Sandy shared that the next meeting is on November 19th. Group is working on infographics with information aimed at legislature, IHE, and childcare.

* + Conversation to discuss Practice-Based Coaching Train-the-Trainer through ICF.

 ICF trying to get a plan out but cautious about ensuring that the state has a sustainability plan.

**Future Governance Meeting Dates**

* December 4
* February 5
* March 5
* April 2
* June 4
* September 3
* October 1
* December 3

**Future VCPD Meeting Dates**

* November 13
* December 11: Face-to-Face at the Tuckahoe Library
* February 12
* March 12 (Face-to-Face)
* April 9
* June 11 (Face-to-Face)
* September 10
* November 12
* December 10 (F2F)

**VCPD 101 Dates**

* November 29-30 in Manassas
* Early 2019 TBD

**Inclusive Practices Task Force Dates**

* November 19
* January 28

**Continuous Improvement**

* What worked? Having information ready to make a decision on.
* What could be improved? Having more Governance members in attendance.

Task: Jaye to check on Bethany.