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**VCPD Governance Workgroup**

**October 26, 2020**

**MEETING SUMMARY**

**Present:** Andelicia, Cori, Jaye, Kris, Sandy, Taundwa, and Sharon Veatch

**Celebrations and Announcements**

* The VCPD Higher Education Faculty Institute/Project KSR Symposium was held on October 15-16, 2020. It was supported with funding from VCU’s Project KSR, early intervention, and VCU’s BEST in CLASS. Dr. Charles Greenwood and Dr. Judith Carta were keynote speakers. Erin Carroll, Cori Hill, and Yaoying Xu shared information with faculty members on Friday afternoon.
* Kris’s puppy had a 6-month birthday last week.
* Jaye had her chemo port removed.
* Head Start is in need of an agency to become the grantee for Essex, Lancaster, Richmond County. Task: Twandwa will send out RFP to all to disseminate.

**Updates on Professional Development**

* VCPD Higher Education Faculty Institute/Project KSR Symposium: See note above.
* VCPD 103

The Constant Contact message announcing VCPD 103 resulted in all three VCPD-sponsored sessions filling the morning of the announcement. In addition, ITSN/ITMH and Child Care Aware determined that they would sponsor sessions (two 2-hour trainings) for their staff. Dates are below. An additional session or two may be added in 2021.

* October 28 and 29 (VCPD)
* November 9, 11 and 12 (ITSN/ITMH/CDR)
* November 13 and 20 (VCPD)
* December 10 and 11 (Child Care Aware)
* January 7 and 8 (VCPD)
* January 14 and 15 (Piedmont VCPD)

* VCPD 101 and 102: Remain on hold during the pandemic.
* Practice-Based Coaching Virtual Training

Two series (six 2-hour sessions) have just been completed:

* September 15- October 20 (Smart Beginnings Central Virginia, Jaye and Pam Booker)
* September 16-October 21 (Roanoke Co Schools SPED Coordinators #1, Jaye)

 Upcoming Series:

* November 4-December 16 (Roanoke Co Schools SPED Coordinators #2, Jaye)
* November 5-December 17 (VCU and JMU TTACs, Mary Szymanski and Kim Gregory)
* November 10-December 15 (VQ, Jaye and Pam)
* January 12-February 16 (VQ, Jaye and Pam)
* February 23-March 30 (VCPD—open registration in December)
* Practice-Based Coaching Training of Trainers (Virtual Model) was completed on October 1, 2020 with seven of nine Virginia PBC trainers present. Notebooks and jump drives were distributed. Thank you, VCU TTAC!
* Northern Regional Consortia Virtual “Summit” Events: October 28 and November 18, Registration is open statewide.

**Strategic Plan**

The strategic plan draft completed on September 17, 2020 was finalized as drafted**.** No additional feedback was provided.

**Report from Data Workgroup**

 Governance reviewed the notes and survey questions that the short term Data Workgroup developed. Several edits were made.

Task: Jaye will make changes and send back to the data group.

Task: Survey will be shared and completed at the full VCPD meeting on November 10th.

**Agenda for November 10, 2020 VCPD Meeting**

 Approved as drafted.

**Governance Roles and Responsibilities**

Governance members reviewed and edited the roles and responsibilities document.

Task: Governance members are to review the commitment for the 2020-2021 year and determine if they can commit to these by the November 16th meeting.

Task: Governance will review the strategic plan goals and determine what workgroups are needed to support the work at the November meeting.

**Governance Membership**

 Task:Carry overto theNovember 16thmeeting. Determine if other agencies should be represented.

**Governance Meeting Dates for December 2020 and 2021**

 Task: Carry over.

Our next meeting date will be on November 16 @ 3 pm. This may be a longer meeting. We will determine if we need a December Governance meeting at that time.

**VCPD Meeting Dates for 2021**

 Proposed dates continue with the current schedule of second Tuesdays, 2:30-4:00

* + February 9
	+ March 9
	+ April 13
	+ June 8 (F2F?)
	+ September 14 (F2F?)
	+ November 9
	+ December 14 (F2F?)

Task: Carry over.

**Continuous Improvement:**  Not completed. Out of time.

**Future Topics for Discussion:**

* Regional Consortia Status

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| Governance Meeting Dates* November 16
* December TBD
 | VCPD Meeting Dates (all virtual)* November 10
* December 8
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| Inclusive Practices Task Force Dates* November 23
 | Regional Summit Dates* Northern: Oct. 28 & Nov. 18
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