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**VCPD Governance Workgroup**

**January 25, 2021**

**MEETING SUMMARY**

**Present:** Andelicia, Jaye, Kris, Sandy, Susanne, Taundwa

Cori is presenting at the DEC conference.

**Celebrations and Announcements**

* Susanne reported that Child Care Aware has had a great response to their newly launched Early Care Job Hub.
* Andelicia and her colleagues at the Health Department are finalizing a draft of the RFA for MIECHV and closing out last year’s grant.
* Kris continues to work on a new Uniform Measurement and Improvement System (QRIS) that must be ready for the first practice year by July.
* It appears that the new ECAC membership will go before the Board of Education this week. The ECAC may then be able to meet in late February.
* Taundwa is grateful for the needs assessment data report for Head Start as it is the only source of data for this year due to the pandemic.

**Review of November 16, 2020 Meeting Summary**

The November Meeting Summary was reviewed. All tasks were completed or in progress.

**Updates on Professional Development**

* VCPD 103 Training completed since our November meeting:
* December 10-11 (Child Care Aware)
* January 7-8 (VCPD)
* January 14-15 (Piedmont VCPD)

We have been able to send *Virtual Training Basics (2nd Ed.)* by Cindy Huggett as a resource for participants in the three VCPD-sponsored trainings. Jaye plans to offer some sort of follow-up session to encourage use of this resource.

* Practice-Based Coaching Virtual Training completed or in progress since our last meeting:
* November 5-December 17 (VCU and JMU TTACs, Szymanski and Gregory)
* November 10-December 15 (VQ)
* November-December (VQ Piedmont, Griffith and West)
* January 12-February 16 (VQ, in progress with 20 participants)

The agency leaders who supported the initial F2F and ToT met on December 3and January 12 to look ahead at strategies to continue to build capacity for PBC in Virginia.

* The Northern Regional Consortia held a well-attended virtual summit on November 18. This replaced their F2F event planned for the Spring of 2020 but cancelled due to COVID 19.
* Pointers for PD Providers is being distributed monthly to 341 PD providers via Constant Contact.
  + November 19, 2020: Strategies for Choosing a Reporter for Virtual Breakout Room Discussions
  + January 21, 2021: Participants in Virtual Training: How Many is Too Many?

**Inclusive Practices Task Force**

The IPTF met virtually on November 23, 2020. Semi-final edits were made on the document regarding what inclusion does and does not look like. Plans are underway to develop a second infographic. This one would be targeted for families.

**2021-22 Initial Contract Proposal to the VDOE**

An initial contract proposal for VCPD support for 2021-22 has just been submitted to the VDOE.

**VCPD and Governance Membership**

* Jaye reached out to Kathy Glazer at VECF regarding a new representative for VCPD. Catherine Worrell will join VCPD.
* Susanne contacted ITSN and Amy Stutt will join VCPD Governance at our next meeting. Susanne plans to meet with Amy to help with onboarding.
* Taundwa has been in touch with Jacque Hale at Early Impact Virginia about participation on Governance and/or VCPD but has not yet received a response.

**February 9, 2021 VCPD Meeting Agenda**

The draft agenda for the upcoming VCPD meeting will include the usual brief updates on PD offerings, and a discussion of using props in virtual training. Jaye shared that half of the people present at our December 2020 meeting were not members of VCPD in December 2018; thus, it seems like an opportunity to get to know one another at some level would be appropriate. We will use facilitated breakout rooms for members to share something about their agency and work as well as a prop. Andelicia will facilitate one of these breakout groups.

A second task for members will be to review our VCPD trainer competencies, *What Makes an Effective Early Childhood Professional Development Provider?* This document was completed in 2014 and needs to be reviewed and updated with regard to virtual training/use of technology. Jaye will develop a structure for that task to be completed in breakout rooms. Sandy and Susanne volunteered to facilitate one of these breakout groups.

Task: Jaye to develop and disseminate a plan for breakout room activities and obtain facilitators.

Task: Kris and Jaye to touch base with Catherine about updating members on the status of changes to the Unified Measurement and Improvement System.

**Regional Consortia Status**

Jaye shared our VCPD organization chart, the current list of regional leadership, and her perceptions of regional functioning in terms of successes and challenges. This year there are no funds available to support regional PD summits; however, it is hoped that Regional Consortia will be able to partner with another PD event, continue meetings and newsletters, etc. Governance members continue to believe that the regional concept makes sense. At some point, it would seem that the multiple regions used across early childhood initiatives (Supts regions/TTAC, VDSS regions/VCPD, VQ regions, etc.) would be aligned but we are not aware of any public discussion of that at this point.

Task: Jaye and Susanne to seek feedback from Regional Consortia leadership regarding benefits, challenges, buy-in, improvements.

**Initial VCPD Coordination/Collaboration Survey: Data Workgroup Meeting Date**

Workgroup members (Kris, Taundwa, Susanne, Jaye) identified Thursday February 11th from 1:00-2:00 as our next meeting date.

**Future Topics for Discussion**

* Review of input regarding VCPD trainer competencies
* Workgroups to address Strategic Plan goals

**Upcoming Meetings**

Governance: Fourth Mondays, 3:00-4:30

* March 22
* May 24
* June 28

VCPD: Second Tuesdays, 2:30-4:00

* February 9
* April 13
* June 8

Inclusive Practices Task Force

* February 1