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**VCPD Governance Workgroup**

**May 24, 2021**

**MEETING SUMMARY**

**Present:** Jaye Harvey, Cori Hill, Kris Meyers, Susanne Rakes, Amy Stutt, Sandy Wilberger

**Celebrations and Announcements**

* Jaclyn Powers welcomed Millicent Sue Powers to the world on May 22nd. Congratulations, Jaclyn!
* Kris’ son is graduating from high school and will attend Christopher Newport University.

**Review of March 22, 2021 Meeting Summary**

 The meeting summary was reviewed and tasks completed.

**2021-22 VDOE Cooperative Agreement for VCPD**

Sandy and Jaye submitted a full proposal for VCPD in 2021-22 in January. This draft proposal included VCPD 101-103 training, PBC training, training-of-trainers, ongoing virtual support following trainings, a full-time position for Jaye, support for Sandy’s time, etc. In May, we received a draft cooperative agreement from the VDOE that included $50,000 (same amount as 2020-21) for two sessions each of VCPD 101, 102, and 103 training. At the current 26% indirect cost rate expected by the VCU School of Education, $37,000 will remain for VCPD. Monthly programmatic reports and invoices are required.

 Jenna, Erin, Saretha, Sandy, and Jaye met on May 13th via Zoom. With regard to professional development, Jenna described her goal of building on what exists. She indicated that the VDOE will coordinate PD. This led to a request for VCPD to rebrand with a new name and logo. A draft work plan and budget are under development to be submitted to the VDOE. Saretha indicated that the cooperative agreement could be modified in the future, but all agreed that getting an initial agreement in place is the priority.

 Jaye plans to poll VCPD members at the June meeting regarding whether their organization would allow in-person training in the fall, and whether they would feel comfortable participating in a training with appropriate safety guidelines in place. At Kris’ suggestion, we will also ask if agency budgets include travel funds.

**VCPD Trainer Competency Workgroup**

 The seven-member VCPD Trainer Competency Workgroup has met multiple times and done an outstanding job of revising our competencies. A final draft—dated May 20, 2021—will be shared at the June VCPD meeting. The Workgroup will invite written feedback via SurveyMonkey.

**VCPD Coordination/Collaboration Survey: Data Workgroup**

A revised survey has been developed based on input on the initial draft from VCPD members. It will be completed by members at the end of the June VCPD meeting. The SurveyMonkey link will be distributed to absent members following the meeting. Thanks to Child Care Aware for use of their SurveyMonkey account.

A C3 (Cross-Sector, Coordination, Collaboration) focus has been added to the regular agenda for VCPD meetings. The March meeting featured the Project HOPE early childhood resources. Patricia Koon from ChildSavers will present at the June meeting.

**June 8, 2021 VCPD Meeting Agenda**

The agenda was reviewed and approved with an addition to the poll regarding in-person training.

**Meeting Dates and Formats for July through December 2022**

 Meeting dates and formats were approved. All meeting will be conducted via Zoom.

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| Governance: Mondays, 3:00-4:30 | VCPD: Tuesdays, 2:30-4:00  |
| July 26 | September 14 |
| August 23 | November 30 |
| October 18 |  |
| November 15 |  |

 **Updates on Professional Development**

* VCPD 103

Seven series of two sessions of VCPD 103 have been completed. The March 23-24, 2021 series was rescheduled to May 13-14 due to internet failure.

 Three *Virtual Training Basics* Book Discussions were held on April 16, 21, and 29 with 28 registrants and 20 actual participants. This is out of a total of 62 who were eligible to receive books through VCPD and Piedmont VCPD.

* VCPD 101, 102, and 103 Evaluation

The final external evaluation of VCPD 101 and 102 trainings in 2019-20 and VCPD 103 in 2020-21 has been completed by Drs. Seb Prohn and Paula Ogtson-Nobile at the Partnership for People with Disabilities. It included analysis of session evaluations and three trainer observations in addition to a follow-up survey of all participants conducted through SurveyMonkey. 201 participants responded to the follow-up survey. Evaluation Summary:

Findings produced by this evaluation indicate that the VCPD trainings provided high quality content focused on understanding and supporting adult learners to trainees across the state. Results from the Training Survey, Training Observations, and Follow-up Survey indicate that the trainings provided participants with beneficial support that will continue to impact the quality of the professional development they provide. Importantly, participants enjoyed the trainings; they had very positive feedback regarding the training provider and found great value in the tools, strategies, and content that were provided. Observations indicated that participants successfully implemented many of the strategies that they learned in VCPD 101 and 102 trainings. The Follow-up survey findings indicate that - even a year later - participants were more confident and continued to make improvements to their own trainings based on VCPD content.

* Practice-Based Coaching Virtual Training

Two series of PBC training are or have been underway this spring: March 24-May 5 (VCU and JMU TTACs sponsoring, Mary Szymanski and Kim Gregory training) and April 13- May 18 (Roanoke PDG sponsored, Jaye and Pam Booker trained). Several other early childhood leaders have contacted Jaye about additional training for summer and fall.

No PBC training was included in the draft agreement prepared by the VDOE, although it was in the January proposal submitted by VCPD and brought up in our conversation with Jenna, Erin, and Saretha. It appears, however, that some outside regional agencies have funds to support PBC training in addition to the training conducted by PBC trainers as a part of their ongoing responsibilities.

* Pointers for PD Providers

Two issues of Pointers for PD Providers have been distributed:

April 15, 2021: Handouts that Stand Out and May 20, 2021: Chatversations and Other Purposeful Uses of Chat in Virtual Training

**Inclusive Practices Task Force**

The IPTF met on March 4, 2021 and May 4. Members reviewed a draft infographic for families and began updating the work plan. Future meetings are planned for June 1 and July 6.

**Future Topics for Discussion**

* Rebranding
* Strategic Plan Goals
* Regional Consortia
* Cross-Sector Funding
* Grants
* VCPD and Governance Membership: Early Impact Virginia?

**Previously Scheduled Upcoming Meetings**

* Governance: Fourth Mondays, 3:00-4:30: June 28
* VCPD: Second Tuesdays, 2:30-4:00: June 8