**1**

**VCPD Governance Workgroup**

**September 1, 2021 (rescheduled from August 23, 2021)**

**MEETING SUMMARY**

**Present:**  Cori, Jaye, Kris, Sandy, Susanne

**Celebrations and Announcements**

* A Practice-Based Coaching training series was completed on August 31 for Smart Beginnings Central Virginia. A series for Virginia Tech’s Early Childhood Initiatives begins on September 7. Pam Booker and Jaye Harvey are training. (Jaye)
* As of August 27, 33 itinerant ECSE teachers have applied for the Community of Learning series of trainings. Two cohorts will be offered. (Jaye)
* The Creating Connections to Shining Stars Conference on-demand option has been purchased 79 times. (Cori)
* Inclusive Classroom Profile training for three additional TTAC staff is in the process of being scheduled. (Sandy)
* Child Care Aware is hosting a CLASS primer for all staff next week. (Susanne)
* Jaclyn is back to work following maternity leave. Susanne is very happy!
* Kris hosted an Improvement Partner meeting earlier today. The first VQB5 practice year is underway in PDG communities.
* Kris’ oldest son is now at CNU and she will visit this weekend.

**Review of July 26, 2021 Meeting Summary**

 Members received the meeting summary in two separate emails. The only task to be completed was communicating with Regional Consortia leaders regarding the decision to discontinue regional consortia. This was completed. See the item below. The summary was not reviewed in deference to other items on the agenda.

**Inclusive Practices Task Force**

The infographic has been finalized and is posted on our website under recent updates and in the resource library. A crosswalk between PreK CLASS and the ICP has been drafted with great examples. The group did not meet in August but will meet on September 7 from 3:30 to 4:30.

**VCPD 101, 102, and 103 Revisions: Essentials for PD Providers**

Jaye shared that the revised training structure for VCPD 101, 102, and 103 (Essentials for PD Providers) will not be fully implemented this fall due to the decision that no face-to-face training may be offered through December. Following several COVID-related revisions to the fall 2021 schedule, registration should open next week for the following trainings:

Governance Meeting Summary Page 2

September 1, 2021

**Essentials** **for PD Providers**

**Essentials #5:** Effective and Engaging Techniques for Virtual Training

Essentials #5 is a virtual training-of-trainers for professional development providers who deliver training virtually! Techniques for effective, efficient and engaging e-learning are modeled. Participants will explore organizational and presentation strategies; virtual openers, closers, refreshers and rechargers; and tool usage. Essentials #5 is offered in two 2-hour sessions from 9:00-11:00 each day. There are no prerequisites. Essentials #5 replaces VCPD 103: Virtual Training the VCPD Way!

* September 30 and October 1, 2021
* December 8 and 9, 2021

PowerPoint **Essentials**

Most in-person and virtual trainings include the use of PowerPoint slides.PowerPoint **Essentials** is a new 2.25-hour virtual training that explores recommended practices for PowerPoint design and delivery. Basic design principles as well as templates, fonts, images, and bullet points will be addressed as well as strategies for effective delivery of presentations using PowerPoint. There are no prerequisites.

* October 22, 2021
* October 29, 2021
* November 3, 2021

Task: Cori to reach out to Lisa regarding image resources.

**Communication with Regional Consortia Leaders**

The following message was sent to VCPD Regional Consortia leaders on July 28, 2021 to apprise them of the discontinuation of VCPD Regional Consortia and to express gratitude for their service. The leaders who responded all expressed an indication to remain members of the full VCPD. Child Care Aware strongly encouraged their personnel to continue participation.

 *Good morning, VCPD Regional Consortia leaders.  I am writing to share the decision made by VCPD Governance earlier this week to discontinue the VCPD regional structure including Regional Consortia.  This decision was made following considerable reflection, discussion, and input from you all regarding our regional work.  A number of factors were considered:*

* *With the transition of VDSS to the VDOE, the VDSS five-region structure that formed the basis for VCPD's regions no longer exists.*
* *To some extent, other agencies (e.g., the VDOE, VECF, etc.) are filling the information gap formerly filled by VCPD.  Information is much more readily available via websites, webinars, the Readiness Connections e-newsletter, etc. than it was even two years ago.*
* *The loss of funding for VCPD regional summits or other regional PD events in 2020-21 stymied your efforts to provide PD for PD providers.*
* *Child Care Aware is unable to allocate CCA administrative support staff time in 2021-22.*

Governance Meeting Summary Page 3

September 1, 2021

* *Identifying volunteer leadership for Regional Consortia has been a challenge.  Regional folks want to participate in regional VCPD activities, but not fulfill leadership roles.*

*While we no longer will have VCPD Regional Consortia, we continue to value, need, and benefit from representation on the full VCPD from across the Commonwealth.  We hope that you will continue your participation in VCPD to provide a voice for the needs of PD providers in your region.  Please let me know your thoughts.  Upcoming virtual VCPD meetings are September 14 and November 30 from 2:30-4:00 pm.*

*Finally, from the bottom of our hearts, we thank you for all you have done to support communication, coordination and collaboration regarding high quality professional development in your region.  Y'all are the best and should be proud of the contributions you have made over the years.*

**VCPD Meeting Agenda for September 14, 2021**

The agenda was reviewed.

Task: Kris and Jaye to brainstorm strategies for VCPD member input regarding new mission and vision statements.

Task: Cori to share C3 regarding CCSS.

Task: Sandy to share the IPTF family infographic.

**Rethinking VCPD: Naming/Branding, Strategic Plan, Mission and Vision**

Governance members continued their discussion of the request from Jenna Conway to rebrand/rename VCPD. We agreed on a new name and tagline and to continue using the swoosh during the transition period. We drafted mission and vision statements and will seek input from VCPD/Essentials members at the September meeting.

*PD Essentials*

*Preparing Virginia’s Early Childhood Professional Development Providers*

Draft Mission Statement:

PD Essentials members collaborate to prepare Virginia’s early childhood professional development providers through training and technical assistance to support personnel serving all children birth to age five in home, school, and community settings.

Draft Vision Statements:

Through effective professional development, the early childhood workforce is well-prepared to deliver high quality services.

Virginia’s early childhood professional development providers are well-prepared to support the early childhood workforce.

Governance Meeting Summary Page 4

September 1, 2021

**Continuous Improvement**

Not completed but we did amazing job of choosing our new name and tagline, as well as drafting mission and vision statements.

**Future Topics for Discussion**

* Cross-Sector Funding
* Grants

**Future Meetings**

|  |  |
| --- | --- |
| Governance | VCPD  |
| September: No meeting | September 14 |
| October 18: 3rd Monday | October: No meeting |
| November 15: 3rd Monday | November: November 30 |
| December: No meeting | December: No meeting |