

**PD Essentials Governance Workgroup**

**October 18, 2021**

**MEETING SUMMARY**

**Present:** Amy Stutt, Andelicia Neville, Cori Hill, Jaye Harvey, Kris Meyers, Sandy Wilberger

**Celebrations and Announcements**

* Andelicia shared that First Lady Pam Northam met with home visitors and families both in person and virtually earlier today to learn about the importance of home visiting, especially during the pandemic.
* Jaye shared the new Essentials for PD Providers training structure with Saretha Williams today. Saretha is our VDOE grant manager at this time. Kris will become our grant manager once OMEGA is fully in place between the VDOE and VCU.
* Amy stated that the new ECMH pilot is underway in conjunction with UVA. They are ready to begin providing services.

**Review of September 1, 2021 Meeting Summary**

The September meeting summary was reviewed. All tasks were completed.

**Essentials for Early Childhood Professional Development Providers Training**

 Two Essentials #5: Techniques for Effective and Engaging Virtual Training series were planned for the fall. The first session had 18 participants out of 20 registered, and was held via Zoom on September 30 and October 1. A second series is scheduled for December 8 and 9, 2021. It is full with 20 participants and 14 people on the waiting list. Jaye will add an additional series in early 2022. Essentials #5 replaces VCPD 103.

 Since no in-person training is offered this fall and in response to requests for PowerPoint training in past VCPD 101, 102, and 103 trainings, Jaye developed a new training, PowerPoint Essentials. Virtual sessions for 20 people are filled on October 22, 29 and November 3 with a combined waiting list of 5 people.

**Website**

At this time, no change will be made to our website address, [www.vcpd.net](http://www.vcpd.net). Jaye and Kristen Ingram have begun the process of revising the website to reflect our new name. The TIPS calendar and the regional consortia pages have been deleted.

**Pointers for PD Providers**

 The Constant Contact masthead for *Pointers for PD Providers* needs to be replaced as VCPD predominates.

Task: Jaye to reach out to her daughter Bekah for assistance.

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**Inclusive Practices Task Force**

Sandy shared that a subgroup of the IPTF is meeting to develop a correlation between Toddler CLASS and the Inclusive Classroom Profile (ICP). This will build on the recently completed correlation with Pre-K CLASS and the ICP. The next IPTF meeting is December 7th.

**Meeting Dates for January through June 2022**

The following dates were identified. Both Governance and full PD Essentials meetings will be from 3:00 to 4:30. This is a change from past full meetings which were scheduled for 2:30 to 4:00 for full membership meetings.

|  |  |  |
| --- | --- | --- |
| Governance | PD Essentials | IPTF (for information) |
| January 25 |  |  |
|  | February 8 | February 1 |
| March 1 | March 29 |  |
| April 26 |  | April 5 |
| May 24 | May 10 |  |
| June: No meetings planned |

Task: Jaye to send Google calendar invites for the Governance meeting dates.

I**nitial Plans for November 30, 2021 PD Essentials Meeting**

 Emily Griffey from Voices for Virginia’s Children will share anticipated early childhood legislation in the 2022 General Assembly session and federally. Tamilah Richardson from the VDOE will update members on the new WIDA project as well as a ELDS credential under development. We will collect C3 (cross-sector coordination and collaboration) data for July through December 2021 via SurveyMonkey.

**PD Essentials Mission and Vision Statements**

Following discussion of the input from Essentials members at the last PD Essentials meeting (via Jamboard), the following mission and vision statements were adopted:

**Mission:** PD Essentials members collaborate to prepare Virginia’s professional development providers to support those serving all children birth to age five in home, school, and community settings.

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

These statements should guide our future work, and will be used on the website, brochure, etc.

Task: Over time, our display, brochure, business card, website, etc. all need updating with our new name, etc.

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**Google Drive**

Members discussed the use of storing Governance materials in a Google Drive and determined that it would be helpful.

Task: Jaye to create a Governance drive.

**Continuous Improvement**

We completed our mission and vision statements and all PD Essentials members had an opportunity to provide input.

 **Future Topics for Discussion**

* Cross-Sector Funding
* Grants

**Future 2021 Meetings**

|  |  |
| --- | --- |
| Governance | PD Essentials |
| November 15 | November 30 |
| December: No meeting | December: No meeting |