

*formerly Virginia Cross-Sector Professional Development*

**November 30, 2021**

**MEETING SUMMARY**

**Present**

|  |  |  |
| --- | --- | --- |
| Andrews, Kimberly  Brock, Jackie  Church, Robin  Greene, Julie  Gregory, Kim | Harvey, Jaye  Hill, Cori  Kern, Cindy  Koon, Patricia  Phipps, Caren | Popp, Pat  Powers, Jaclyn  Richardson, Tamilah  Sopko, Kim  Thomason, Kim |

**Early Learning and Development Standards and WIDA Early Years**

PD Essentials members welcomed Dr. Tamilah Richardson, Director of Early Childhood Learning at the Virginia Department of Education. See her slides (attached) for detailed content. Respond to her survey at <https://forms.gle/XAKGs9kvkBLpFhB69>

**Our New Mission and Vision Statements**

In keeping with our new name, draft new mission and vision statements were considered at our September PD Essentials meeting. The Governance workgroup reviewed the input and finalized the following statements:

**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 will guide our future work, and will be used on the website, printed materials, etc.

**Tips and Tricks for Trainers: Bullet Points**

PD Essentials State Coordinator Jaye Harvey shared a number of tips regarding the use of bullet points in PowerPoint presentations. As a very general rule, limit the number of bullet points on a side to six bullets with approximately six words per line. Avoid slide after slide of bullet-pointed lists by creative use of the smart art and shapes built into PowerPoint.

**PD Essentials Meeting Summary page 2**

**November 30, 2021**

**Professional Development in 2022**

Members completed a poll regarding their/their agencies plans for professional development in early 2022. In response to a poll, the majority of members plan to offer both in-person and virtual training in January through June 2022. 29% are planning all virtual. In response to a question regarding attending an in-person training with appropriate safety measures in place, 57% would feel comfortable attending while 43% responded that they were unsure or it depends.We also discussed the changes in design and delivery of PD as well as anticipated changes from participants as we look toward more face-to-face training.

**Upcoming Meetings**

Governance has scheduled full PD Essentials meetings for Tuesdays February 8, March 29, and May 10, 2022 from 3:00 until 4:30. Note that this is a change from our current practice of meeting beginning at 2:30. Members were encouraged to mark their calendars now to avoid conflicts.

**Essentials for Early Childhood Professional Development Providers**

A full round of the revised PD Essentials training is planned for January through March 2022. This will include both virtual and face-to-face (mask-to-mask!) training. Registration will open on January 3, 2022. The following trainings and dates are anticipated. A second series will be offered in April through June.

|  |  |
| --- | --- |
| January 27 or February 2  9:00-11:00  Virtual | Essentials #1  Understanding Adult Learners |
| February 16  9:00-3:30  Richmond area | Essentials #2  Techniques for Effective and Engaging Early Childhood Training  and Essentials #3a  Designing Effective and Engaging Early Childhood Training: Part One |
| March 4, March 10, or March 11  9:00-10:30  Virtual | Essentials #3b  Designing Effective and Engaging Early Childhood Training: Part Two |
| March 25  9:00-3:00  Richmond area | Essentials #4  Delivering Effective and Engaging Early Childhood Training |
| January 13 and14  9:00-11:00  Virtual | Essentials #5  Effective and Engaging Techniques for Virtual Training (formerly VCPD 103) |

**PD Essentials Meeting Summary page 3**

**November 30, 2021**

|  |  |
| --- | --- |
| January 13 and14  9:00-11:00  Virtual | Essentials #5  Effective and Engaging Techniques for Virtual Training (formerly VCPD 103) |

**Announcements**

* Kimberly Andrews, fromVA ITSN reported that registration is open for Celebrating Successful Babies and Tots which will be held in person on 2/26/22 in Fredericksburg and on 3/12/22 in Roanoke.  This year's keynote speaker will be Jennifer Fiechtner.

VA ITSN will welcome Paula Smith, formerly Paula Hanley, on 12/6/21 as the new VA ITSN Statewide Director.  Amy Stutt is now serving as Director of Training and Professional Development.

* Cori Hill shared that the Creating Connections to Shining Stars Conference will be on July 19-21, 2022 at Hotel Roanoke with a hybrid option as well. A Save-the-Date will be distributed this week.
* The Inclusive Practices Task Force will meet on Tuesday December 7th at 3:30 to review the draft crosswalk between Toddler CLASS and the Inclusive Classroom Profile.

**Continuous Improvement**

PD Essentials members expressed appreciation for the types of PowerPoints shared in our meetings.

**Attachments**

Slides from Tamilah Richardson