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PD Essentials Governance Workgroup

March 1, 2022

MEETING SUMMARY

Present: Andelicia Neville, Cori Hill, Jaye Harvey, Kris Meyers, Sandy Wilberger, Susanne Rakes

Celebrations and Announcements

* Susanne enjoyed a Rock Legends cruise.
* Kris is having her home painted.
* Early childhood staff at the VDOE are working at the office approximately two days per week.

Review of January 25, 2022 Meeting Summary

The assigned task—to add a discussion of PD Essentials membership to the agenda for today—was completed.

Updates

* The VDOE January Programmatic Report is in the Governance Google drive folder.
* 22 PD Essentials members met virtually on January 25, 2022. Deana Buck shared *Learn the Signs. Act Early* PD resources and Emily Griffey provided an update on early childhood bills in the General Assembly. Members discussed strategies for responding to no-shows at trainings, and briefly explored resources for connection before content.
* Jaye participated in the VDOE’s Improvement Partner Winter Webinar on February 9th.
* We have not received information regarding a contract for 2022-23.

Task: Kris to determine proper path at the VDOE for the 2022-23 contract.

Task: Sandy and Jaye to meet to identify possible recommendations for revisions.

Completed Essentials for Early Childhood Professional Development Providers Trainings

* #1: Understanding Adult Learners
  + January 27: 22 registered, 8 participants
  + February 2, 2022: 21 registered, 1 late cancelation, 17 participants
  + #2: Techniques for Effective and Engaging Early Childhood Training AND

#3a: Designing Effective and Engaging Early Childhood Training

February 16, 2022 in Glen Allen: final registered 12, 11 participants

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Upcoming WINTER Essentials for Early Childhood Professional Development Providers Trainings

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| --- | --- |
| March 4 or March 10  (March 11 cancelled)  9:00-10:30  Virtual | Essentials #3b  Designing Effective and Engaging Early Childhood Training: Part Two  Capacity 9 each session: registered ~13 total |
| March 25  9:00-3:00  Hilton Garden Inn  Glen Allen | Essentials #4  Delivering Effective and Engaging Early Childhood Training  Capacity 21, registered 20 |

Upcoming SPRING Essentials for Early Childhood Professional Development Providers Trainings See p. 4 for the training offerings and schedule. The JMU TTAC has agreed to co-sponsor the in-person sessions at the Festival Conference Center at JMU. Governance members agreed that we will continue to require masks and provide social distancing through smaller group sizes and dispersed seating for these trainings.

PD Essentials Membership and Meeting Structure

Governance members continued the discussion of PD Essentials membership structure. Originally, the “full VCPD” had representatives from agencies and organizations who delivered PD to early childhood direct service providers. Members met to gain and share information as well as identify opportunities for coordination and collaboration. Considerations for the future include opening meetings to a less structured group of individuals:

* All T/A providers with meetings announced on the website, via Constant Contact, and via email to current members initially
* Current members and others from their agencies
* T/TA providers who have attended at least one PD Essentials training
* T/TA providers from all Ready Regions
* Combinations of the above

Governance members discussed holding four meetings per year with dates coordinated to avoid conflicts with the VDOE’s Improvement Partner meetings. We looked at a definition of Community of Practice which seemed to align with a potential new structure. We want to continue PD Essentials as a network of PD providers, and for our gatherings to include interactive, participatory elements—not a “sit-n-git.”

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Meeting topics might include:

* Tips for Trainers
* PD resources available through VA agencies (LTSAE, AEII)
* External PD resources (ECKLC, Pyramid, Harvard, ECTA)
* PD issue discussions
* Follow-up discussions related to Improvement Partner meetings
* Online PD resources, apps, etc. (e.g., Padlet, Mentimeter, etc.)
* Information for general EC PD community (e.g., micro-credential)
* Discussion of articles, video clips, etc. sent in advance
* Announcements

Task: Jaye to include a discussion of PD Essentials membership and meeting structure to the March 29th meeting.

Agenda for March 29, 2022 PD Essentials Meeting

The agenda for the March 29tth PD Essentials meetings was reviewed and approved. Dr. Ann l’hospital will share PD resources available through Advancing Effective Interactions and Instruction (AEII) at UVA CASTL. The agenda also will include upcoming training opportunities and Tips and Tricks for Trainers. We will seek input on potential changes to our membership and meeting structure. Sandy, Cori, and Susanne are available to lead breakout room discussions.

Task: Jaye to draft a strategy for receiving member input and share with Governance members for feedback prior to the meeting.

Continuous Improvement

* Good attendance today in spite of conflicts.
* Good discussion and brainstorming.

Future Meetings from 3:00-4:330

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| --- | --- |
| Governance | PD Essentials |
|  | March 29 |
| April 26 |  |
| May 24 | May 10 |
| No meetings planned for June 2022 at this time | |

**Essentials** for Early Childhood Professional Development Providers: SPRING 2022

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| --- | --- | --- | --- |
| Essentials #1 | Fri Apr 1  9:00-11:00  Repeated  Thurs Apr 7 | Understanding Adult Learners | * Virtual * 2 hours, two identical sessions * 20 participants max * Prerequisite for #2, 3a, 3b |
| Essentials #2 | Wed May 4  9:00-3:30  JMU | Techniques for Effective and Engaging Early Childhood Training | * In-person * 21 participants max; 30 if safe based on COVID * ½ day AM, #3a in PM * Essentials #1 prerequisite |
| Essentials #3a | Wed May 4  Same place and participants as Essentials #2 | Designing Effective and Engaging Early Childhood Training: Part One | * In-person * Same 21 (or 30) participants * ½ day PM, #2 in AM * Essentials #1 and 2 prerequisites |
| Essentials #3b | Fri May 13  9:00-10:30  Repeated  Mon May 16  9:00-10:30  Repeated  Mon May 16  1:00-2:30 | Designing Effective and Engaging Early Childhood Training: Part Two | * Virtual * Three identical 90-minute sessions * Same participants as Essentials #2 and #3a * Participants select one session * Maximum of 8 participants per session (will add a session if #2 and 3a increase to 30 participants) |
| Essentials #4 | Fri Jun 3  9:30-3:30  JMU | Delivering Effective and Engaging Early Childhood Training | * In-person * 21 participants max; 30 if safe based on COVID * Full day * No prerequisite |
| Essentials #5 | Not offered Spring 2022 | Effective and Engaging Techniques for Virtual Training (formerly VCPD 103) | * Virtual * Two 2-hour sessions * 20 participants max * No prerequisite |
| PowerPoint Essentials | Not offered Spring 2022 | PowerPoint Essentials | * Virtual * One two-hour session * 20 participants max * No prerequisite |