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PD Essentials Meeting

December 5, 2023

MEETING SUMMARY

The December 5, 2023 PD Essentials meeting included 46 early childhood PD providers. There were 85 people registered.

Soft Opener

The soft opener for the virtual meeting was an open-ended question: If you could give a gift to a new trainer or coach, what would it be? Participant responses included grace, humor, pre-training fun to get folks interested in the training, Bose external speakers, a reflection box, and to “love what you do.” A link to a set of [Empowering Questions cards](https://www.amazon.com/Empowering-Questions-Cards-meditation-empowering/dp/B075XK7975/ref%3Dpd_ci_mcx_mh_mcx_views_0?pd_rd_w=PLV7U&content-id=amzn1.sym.225b4624-972d-4629-9040-f1bf9923dd95%3Aamzn1.symc.40e6a10e-cbc4-4fa5-81e3-4435ff64d03b&pf_rd_p=225b4624-972d-4629-9040-f1bf9923dd95&pf_rd_r=ZK63N0A2ZXWSAKJ3Z3Q0&pd_rd_wg=incPh&pd_rd_r=3c788038-009c-4f10-844e-663151f29766&pd_rd_i=B075XK7975) was shared.

Essentials for Early Childhood Professional Development Providers

Registration will open in early January for our Winter/Spring series of in-person and virtual training. See the attached table for details shared in the meeting. Dates are posted on the website at [www.vcpd.net](http://www.vcpd.net).

Results of Survey of Meeting Participants

In September, a survey of PD providers who attended PD Essentials meetings in September 2022, December 2022, March 2023, June 2023, and/or September 2023 was completed using SurveyMonkey. The purpose of the survey was to determine how best to

address participants’ needs for training within the context of our meetings, *Pointers for PD Providers*, Essentials for Early Childhood PD Providers training, etc. Key findings from the 41 respondents:

* 80% stated that they lead both virtual and in-person training.
* 71% indicated that they provide coaching with an additional 20% noting that they have in the past and/or anticipate providing coaching in the future.
* 74% have attended PD Essentials or VCPD training. An additional 12% plan to participate in the future.
* 64% have accessed the PD Essentials website, while 55% have read one or more issues of *Pointers for PD Providers.*
* Tips and Tricks for Trainers was the content most chosen for our meeting agendas with 88% of participants selecting this topic. Participants also valued updates on state

initiatives with implications for early childhood PD, Virginia PD resources, national

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training resources, and discussion of issues based upon an article, short video, or infographic reviewed in advance of the meeting.

Virginia PD Resources: Early Impact Virginia

PD Essentials Governance member Lisa Denny, Workforce Development Manager at Early Impact Virginia, introduced participants to the mission and vision of [Early Impact Virginia](https://www.earlyimpactva.org/). Their mission is to maximize the impact of early childhood home visiting through professional development, collaboration and partnerships, strategic leadership, and data and research. Lisa shared PD resources from the [Institute for the Advancement of Family Support Professionals](https://www.earlyimpactva.org/getting-started) including 82 free modules.

Tips and Tricks for Trainers: Content Connectors

 PD Essentials State Coordinator Dr. Jaye Harvey described Content Connector strategies and how providing interactive, minds-on, and hands-on strategies lead to learning. She shared five Content Connector strategies with multiple examples of each for virtual and in-person training.

* Key Words
* Matching
* Sorting
* Rating and Ranking
* Either/Or (True/False, Agree/Disagree, Use/Lose, Myth/Truth)

Participants moved to breakout rooms to share how they have used or experienced a content connector in training, and/or how they might use one in a future training.

Announcements

* Our upcoming PD Essentials meetings are on Tuesdays March 12 and June 4, 2024, from 3:00 until 4:30.
* Registration for Winter/Spring training will open in early January.

Closing

* Continuous quality improvement suggestions were invited via chat response.
* Jaye welcomed people to reach out for any needed support for training design and delivery.

Essential**s** for Early Childhood Professional Development Providers

**WINTER and SPRING 2024**

|  |  |  |  |
| --- | --- | --- | --- |
| PowerPoint Essentials | Fri. Jan 269:00-11:00  | PowerPoint Essentials  | * Virtual
* One 2-hour session
* 23 participants max
* No prerequisite
* Open registration on Jan 2.
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| Essentials #1 | Thurs Feb 151:00-3:00RepeatedFri. Feb 239:00-11:00 | Understanding Adult Learners | * Virtual
* One 2-hour session
* 23 participants max
* Prerequisite for #2, 3a, 3b
 |
| Essentials #2 | Tues Mar 269:00-3:30Richmond area | Techniques for Effective and Engaging Early Childhood Training | * In-person
* 30 participants max
* ½ day AM, #3a in PM
* Essentials #1 prerequisite
 |
| Essentials #3a | Tues Mar 26Same place and participants as Essentials #2 | Designing Effective and Engaging Early Childhood Training: Part One | * In-person
* Same 30 participants
* ½ day PM, #2 in AM
* Essentials #1 and 2 prerequisites
 |
| Essentials #3b | Thurs Apr 49:00-10:30 or1:00-2:30 RepeatedFri Apr 5 9:00-10:30RepeatedMon Apr 89:00-10:30 or11:00-12:30 or 1:00-2:30 | Designing Effective and Engaging Early Childhood Training: Part Two | * Virtual
* Five identical 90-minute sessions
* Same participants as Essentials #2 and #3a
* Participants select one session
* Maximum of 6 participants per session
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| Essentials #4 | Thurs Apr 259:00-3:30Richmond area | Delivering Effective and Engaging Early Childhood Training  | * In-person
* 30 participants max
* Full day
* No prerequisite
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| Essentials #5 | Tues & Weds May 15-16 9:00-11:00 | Effective and Engaging Techniques for Virtual Training  | * Virtual
* Two 2-hour sessions
* 23 participants max
* No prerequisite
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