**VCPD GoToWebinar Meeting**

**April 10, 2018**



**MEETING SUMMARY**

**Present**

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| Andrews, KimberlyArmstrong, TatanishiaCarter, KristiDeluca, TracyGillikin, KathyHarvey, JayeHendricks, DawnHill, Cori | Houck, PamIngram, KristenJackson, SakinaKern, Cindy Kolodzinski, ClarissaMeyers, KrisPopp, PatriciaRakes, Susanne | Roberts, JodiRuffin, NovellaStepien, DebiWatkins, PeggyWilberger, SandyWilliams, MiraGuest: Grace Reef |

Our April meeting began with a participant poll asking members about plans to attend the upcoming VCPD Regional Consortia Summits. The poll results were: 55% already registered, 27% plan to attend, and 18% will miss these events.

**VCPD Initiatives**

Agency/Organization Descriptions for the Website: Jaye reminded all that the agency/

organization updates are being completed. If you have not submitted an update, please do so ASAP.

Inclusive Practices Task Force: Sandy reported that the next meeting is scheduled on April 16th. The draft work plan will be finalized and action steps will begin to be addressed.

Quality Assurance Workgroup: Kris shared that several VCPD members are participating in a Quality Rating and Improvement System (QRIS) Peer Learning Group (TA PLG) through the QRIS National Learning Network. Most recent webinars focused on technical assistance and coaching across the age spectrum from infants to school-age children and instructional leadership and coaching models that support and sustain continuous quality improvement. The Virginia TA PLG Team will meet on April 19.

Regional Consortia Workgroup; This workgroup met today before the full VCPD team meeting and discussed how to evaluate the regional summits. Jaye will compile the evaluations from each summit and share with each region.

VCPD 101: Jaye shared that VCPD 101 was offered in the Central Region in January at ChildSavers, in Piedmont at JMU in March, and is scheduled for June 21-22 at the Rappahannock United Way. A new module 5 on Planning Professional Development was piloted at VAAEYC. Jaye shared we are working on a way to provide follow-up so these will not be just a one-time training. She will coordinate additional presentations next year as the VDSS funding contract specifies that three VCPD 101 trainings are completed annually. She is also working on a training of trainers process to build the capacity of others to conduct the training.

ECPC:Dawn shared that the VCPD Inclusive Practices Task Force action plan is the workplan for ECPC. A Virginia team will participate in the 2018 Leadership Institute in Avon Farms, Connecticut on June 10-13, 2018.

Updated VCPD Strategic Plan: Our updated plan is posted on the website. The Governance Workgroup reviewed comments from the March meeting wall charts. Several items will be included on future full VCPD meeting agendas for additional discussion and clarification.

**Tips for Trainers: VCPD 101, Module 4: Flip Charts**

Flip charts are an important tool for trainers for a variety of reasons. Flip charts:

* Represent content visually.
* Share content without technology.
* Structure group work and record group discussion.
* Lead to active participation.
* Reinforce important concepts.
* Can be viewed by all and help maintain focus.
* May be photographed for later reference.

Recommendations for using flip charts include:

* Purchase self-stick paper with 1” squares (Squares allow you to keep lines and lists straight.)
* Use dark markers.
* Print BIG.
* Alternate colors by line when making a list.
* Prepare headings in advance. (Long and/or frequently used headings [e.g., Foundation Blocks] may be word processed on legal paper and posted above or glued onto chart paper.)
* Pencil in notes to yourself. (These are not visible to participants.)
* Bulldog clip the pad for transport.
* Use a trash bag if raining.
* Leave the top sheet blank.
* Bring tape and push pins.

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**New Early Learning and Family Funding**

 Grace Reef, President, Early Learning Policy Group, discussed information on the new

early childhood and family federal funding. Refer to her PowerPoint (attached) for details.

**Announcements**

* Registration is open for Child Care Aware’s third annual Child Care and Early Childhood Education Business Summit on June 1st at the Four Points Sheraton in Richmond.
* Jaye has IMPACT Registry cards and *Trainer and Relationship-Based Professional Development Provider Requirements* for distribution at VCPD events.
* The School Readiness Committee is considering applications for appointment to the Committee.
* The public comment period for the FFY 2019-2021 Virginia Child Care Plan is

open. Kathy noted that Section 6 is the professional development section. Links are on the front page of the VCPD website. [www.vcdp.net](www.vcdp.net%20%20)

* Stephanie Daniel has left VDSS and is now the Early Childhood program head for Bryant and Stratton College. She will continue to participate in VCPD through the Higher Education Faculty Institutes.

**Continuous Improvement**:

What worked well?

* Grace Reef sharing information about funding.
* Meetings well organized and materials given in advance

How can we improve? Nothing noted

**Future VCPD Meeting Dates**

* May: No Meeting
* June 5: Face-to-Face at the Tuckahoe Library (Note: First Tuesday)
* July: No Meeting
* August: No Meeting
* September 11
* October: No Meeting
* November 13
* December 11: Face-to-Face

**Regional Summit Dates**

* Western: April 18 in Wytheville
* Northern: May 2 in Manassas
* Eastern: May 9 in Hampton
* Piedmont: May 18 in Harrisonburg
* Central: June 14 in Richmond

**VCPD 101**

* June 21-22 in Fredericksburg