Building Bright Futures Professional Preparation and Development Committee

December 10, 2018 1:00-3:30 pm

CCV Montpelier Room 113

1-800-747-5150 Access Code: 927 5636

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| PPD Meeting Ground Rules:   * Take responsibility for your own learning; be prepared, ask questions, and explain jargon * Participate by sharing your own opinions and experiences and those of the people you represent * Listen to and consider the opinions of others * Honor confidentiality requests * Challenge yourself to think about creative solutions * Assume positive intent | Upcoming Meetings: January 14 – CCV Rutland Room 102 February 11 – CCV Montpelier Room 113 March 11 – CCV Rutland Room 102 April 8 – CCV Montpelier Room 113 May 13 – CCV Rutland Room 102 June 10 – CCV Montpelier Room 113 |

**Meeting Objectives:**

1. Create draft training recommendations for 2019-2020
2. Prepare for Career Ladder and Director Credential workgroups
3. Review and edit ECAP workplan document
4. Discuss evaluation of PD system

1:00-1:15 Introductions (name, role and organization)  
What is something you are looking forward to doing this winter?

1:15-2:15 Training Recommendations for 2019-2020 (Becky)

* [*5 minutes independently*] Review resources (training notes from November meeting; CDD training requirements language from Northern Lights grant; training tiers) and use worksheet to brainstorm your recommendations
* [*10 minutes, independently*] Write your recommendations on post-it notes and move them to the chart papers on the wall; folks on the phone please email your suggestions and Becky will write post-its for you
* [*30 minutes*] Review training tiers and arrange post-its on the charts to organize them into appropriate tiers; keep duplicates together
* [*15 minutes, large group*] Identify other professional development supports that should be offered through the system

2:15-2:25 Break

2:25-2:45 Planning for Career Ladder and Director Credential workgroups (Becky)

* Half day retreat to begin the work (2/5/19)
* Monthly two hour Zoom meetings February through June
* Present recommendations to PPD at July meeting
* Identify committee members from PPD and specific invitations to others

2:45-2:55 Evaluation of the PD System (Lynne)

2:5-3:15 ECAP Workplan Review and Edit (Lynne)

3:15-3:25 January Agenda Planning

* Next steps marketing and communications recommendations for Northern Lights
* Review feedback from constituency groups and work on final training recommendations

3:25-3:30 Plus / Delta

Training Topics: Next Steps

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| --- | --- |
| *Complete* | * *PPD creates an initial list of trainings for 2019-2020* * *Becky invites ECW and ELD to provide training suggestions* |
| December PPD meeting  12/10/18 | * Work on PPD draft recommendations for 2019-2020 |
| After 12/10/18 | * Becky and Lynne take meeting notes and draft into recommendations document to share with PPD members * All PPD members are asked to share these recommendations with their constituency groups and solicit feedback |
| January PPD meeting  1/14/19 | * PPD members bring feedback from constituency groups to PPD meeting * Becky and Lynne share any recommendations provided by ECW and ELD (or others) * PPD decide what they want their final recommendations to be |

Notes from November PPD Meeting re: Training Recommendations:

Recommendations for 2019-2020 Training Topics:

* Trauma-informed practice; intro level and advanced
* Curriculum: STEM/STEAM; literacy
* Focus on Infants and Toddlers
* Nutrition and Physical activity; support meeting CACFP training requirements
* Statewide Tools
  + Teaching Strategies Gold
  + Ages and Stages Questionnaire (and ASQ SE)
  + Strengthening Families 17 hour toolkit training
  + Ounce Scale
  + CLASS
* Leadership and Business Practices; Ethics

Other Priorities

* Support accessing CPR and First Aid trainings
* Reach people where they are at (level, experience, intro/advanced)

Other PPD Work

* What does CACFP offer for trainings?
* How to access information and register for trainings
* Opportunities for credit-bearing coursework- how to find out what is available
* Centralizing information about training (eg CIS blog)
* Resource Advisors help navigate info
* Look at the pool of trainers to ensure there are enough trainers- “right” people need to design
* Plan multiple years

Training Tiers Model

**Tier 3: Special Topics**

Advanced training in particular content; special topics specific to age group or special interest.

**Tier 2: Core**

Core material that all professionals in the field should receive; includes many required or recommended elements of state systems

**Tier 1: Foundational**

Introductory material appropriate for those new to the field; may be required by child care program licensing

CDD Training Requirements from Northern Lights Grant:

Prioritize offering professional development opportunities required by the CDD that support early childhood and afterschool staff in meeting state regulations and other CDD priorities for all populations, including infants and toddlers, non-recurring care, etc. These shall be offered across the state in sufficient availability to meet the needs of individuals who need these trainings.

These include:

1. Trainings that meet regulations:
   1. Fundamentals for Early Childhood (45-hour course);
   2. Medication Administration Training;
   3. Trainings related to children and families experiencing homelessness;
   4. Trainings to meet any federal requirements in revised child care licensing regulations (e.g., business practices, infant and toddler training); and
   5. Emergency Preparedness;
2. Other CDD training priorities:
   1. Specialized Child Care Training (Basic and ‘Advanced’)
   2. Strengthening Families trainings
   3. The Assessment, Evaluation, and Programming System for Infants and Children (AEPS®) training for early interventionists through Children’s Integrated Services
   4. Assist licensed and registered program staff in accessing CPR and First Aid training.

**PPD Work Plan Topics**

1. **EC career ladder workgroup**
2. **Director Credential workgroup**
3. Coordinated trainings across sectors that ensure credit for participants
4. **Collaboration around gaps in PD available**
5. Support resource advisors in communication and outreach; marketing plan
6. **Using data to make PD recommendations**
7. Tech centers and working with high schools
8. Articulate constituency group guidelines

**Other Work Plan Topics**

*First Group: PPD members would like to hear more about these topics*

* Exploring the future of the CDA credential in Vermont
* Next steps for the Infant Toddler Competencies and Credential
* Update on AOE, Pre-K, Early MTSS, VELS, TS Gold
* Review and alignment of afterschool pathways
* Explore microcredentials
* **Build out trainings for I/T**
* Figure out connection to higher ed
* Full array of career pathways

*Second Group: PPD members are mixed; some would like to hear more about these topics*

* Availability of Director Credential courses
* MATCH registry work

**Agenda Notes:**

1. All agendas: connections with Afterschool
2. All agendas: include Early Learning and Development committee updates (where available)
3. Include open updates from meeting attendees on a quarterly basis