

BBF Professional Preparation and Development Committee

Meeting Notes 4/15/2025

Meeting Attendees: Brendan Rooney, Becky Millard, Deb Norris, Tricia Pawlik, Lynne Robbins, Adri Taylo-Behrman, Beth Wallace, Tia Fotion, Elise Doner, Amelia Struthers, Helen Mattheis, deb Grennon, Kelly Hayes, Staci Otis, Michelle Maitri-Mudita, John Cipora, Ammie Collins, Joanne Rouleau, LouAnn Beninati

Meeting Summary:

I. Meeting introductions

II. Content Recommendations (Becky)

- Suggestion: we should move to a 3 year cycle instead of a 2 year cycle
- Training opportunities at 3 levels (introductory, intermediate, advanced)
- Tricia: is this intended for afterschool as well?
 - Becky: this is based on feedback received after last meeting. Not a final document – we’ll be editing it today in response to this committee’s feedback.
- Big question: What’s missing, especially re: afterschool?
 - Kelly: Children with special health needs
 - Becky: I have to be a bit precise with language around DEI, which is why the phrasing is slightly vague.
 - Helen: where would you put a CoP?
 - Becky: there will be a report covering modalities, this page is only covering content. We will share the full draft containing this additional information once it is ready.
 - Tricia: on our website, we have the training listed, and CKA – these are feeling like they align well with our existing trainings.
 - Becky: are there places in this document where we could highlight a specific need for Afterschool to encourage additional sponsors to focus on that?

- None at this moment.
- Deb: lots of business owners transitioning (either growing or closing). Could there be a focus on leadership transitions?
 - Becky: we can definitely add a focus on transitions.
- Lynne: thinking of family child care and their needs, can we highlight the needs of multi-age groups re: curriculum?
 - Becky: that's also relevant for afterschool, which also has multi-age.
- John: how to include continued professional development/Higher Ed (career ladder, etc)?
 - Becky: this leads to an overall question on how to include Higher Ed in the sponsorship process
- Becky: I would like this document to have a combination of data-informed responses and "people-informed" responses (i.e. experiences from the field)
- Staci: how to highlight advocacy?
 - LouAnn: seconded – agree that it is important and necessary.
- Elise: I wonder if adding Transition Planning in Family and Community Partnerships might make sense? Kindergarten Transition Planning, or Transitioning from Part c to Part B?
- Beth: Would love to see a "Demystifying the Legislative Process" workshop
- Conversely, are there things here that don't belong?
 - No responses to this question.

III. Northern Lights Annual Report for 2024

- NL System of Supports
 - Career Advising
 - PD

- Registry and Data Management
- System Leadership
- NL Hub – breaks System of Supports into two categories
 - Supports for PD Partners
 - Supports for Members of the Workforce
- Overview of “NL by the Numbers”
- Workforce
 - PD
 - 2300+ attendees
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 - Career Advising
 - 1,544 consultations on Career Advising
 - 834 unique individuals
 - Trickle down benefits when advising directors
 - Registry and Data Management
 - 30,000 attendance entries
 - 20,000 documents verified
 - 1,950 docs rejected
 - 91% met the criteria
 - 1,800 transcripts processed and entered
 - 8,400 related college courses entered
- System Partners
 - PD
 - 113 sponsors signed agreements
 - 95 attended Sponsor Orientations

- 3 CTEs offered Fundamentals
- 3 other orgs offered Fundamentals
- System Leadership
 - 199 respondents
 - Top three trainings topics requested:
 - Responding to challenging behaviors
 - SE Learning and Development
 - Advancing Equity: Anti-Bias and Cultural competency
 - The field is seeking multiple ways to access trainings
- Registry and Data management
 - 191 Instructor Registry members
 - 11 MATCH members
 - 420 Level Certs issued
 - 23 Early Intervention certs issued
 - 42 Program Directors certs issued
 - 57 Afterschool Pathways certs issued
- Coming in 2025: NL User Portal
 - Already launched: Single Session Trainings
 - Coming Soon: multi session trainings
 - Direct Send of documents
- Future Development
 - Online level certificate/credential applications
 - User-Friendly Instructor and MATCH Registries
- Coming in 2025: New Fundamentals
 - Currently in lesson planning/design

- Coming in 2025: CoP Facilitator Training
 - Launched in April 2025
 - Effective 1/1/26, will be required for all new CoP Facilitators applying to the IR
 - Effective 1/1/27, required for all existing and new CoP Facilitators listed in the IR
- Coming in 2025: Inclusion and Equity Toolkit
 - Complete: Equity and Inclusion Audit Tool for Sponsors and Training Hosts
 - Coming Soon: Equity and Inclusion Self-Assessment tool for Trainers and Facilitators
 - Equity and Inclusion Toolkit from NL with tools as well as supporting materials for implementation

IV. Breakout Rooms

○ Afterschool

- Messaging – how many ways can we get info to the field about the supports that we have?
 - At conferences, highlight people who have earned certificates/credentials
 - Outreach to non-licensed programs
- Community-building
 - Bill: for our afterschool program, we will have a meal
 - As a sponsor, who else can we pull in to create a supportive community?
- Helen: Updating afterschool pathways sheet
 - E.G. no on-the-job training.

- Tricia: when we go to a training/coaching, make sure we have printed copies of the pathways sheet.
- CIS:
 - How can RAs help CIS professionals?
 - PD opportunities
 - Specialized Care
 - ASD
 - Children with medical needs
 - Transition from Part C to Part B – what are the requirements needed for the role?
 - How can we leverage our pool of knowledge to communicate PD opportunities for CIS professionals?
 - Leslie Davis, newsletter
 - Asynchronous learning opportunities to better fit their schedules – accessibility
 - We don't currently have a learning platform to do asynchronous
- Public Schools
 - Outreach
 - Make public school principals more aware of NL
 - District-wide trainings can be less applicable to ECE teachers
 - Financial assistance
 - Some grants/bonuses are not applicable to public school teachers
 - Public School staff already have to navigate several systems, how can we support them in this?

- In-person trainings – bringing them to the schools.
- Beth: NEK apprenticeship program
- Adri: unfortunate that no AoE members were able to attend today to share their perspectives on Public Schools.
- John and Helen voiced their appreciation for taking the time to share their thoughts in small groups.

V. Member Updates

- Becky: summer trainings will be available within the coming weeks.
- Beth Wallace: Upcoming leadership conference, held in Brattleboro.
- Tricia Pawlik: Keynote speaker secured for November '25 conference.
- Adri: PD Summit, Friday May 30th
- Kelly Hayes: new legislative tracking tool on BBF website – <https://www.buildingbrightfutures.org/data-page/quorum-legislative-tracker/>
- Deb Grennon: cohort spots available for summer. 78 business trainings, 715 attendees. 147 clients assisted. FY24 2.92 million dollars distributed.

Relevant Links:

Meeting resources available at: <https://northernlightscv.org/resources/vermonts-ecpd-system/ppd/>

Possible next topics: