

# HCE NEW TEACHER ACADEMY

**Location:** Meridian Technology Center, Guthrie Campus  
**Date:** July 12 & 13, 2022 for Instructors of Adult students  
**Time:** 8:30am-4:30pm & 8:00am-3:30pm  
**Facilitator:** Susie McEachern-Lauer

## Agenda Items Day 1

July 12, 2022

8:30 am – 9:00 am	Breakfast & Registration	Sign-In, Packets
9:00 am – 9:45 am	Welcome, Introductions, Housekeeping	Dr. Lee Denney, Cori Gray, Lara Morris
9:45 am – 10:45 am	Special Populations: Rules, Regulations, IEP's, 504 Plans	Dr. Claudia Otto
10:45 am – 11:00 am	Break	All
11:00 am – 11:45 pm	OKCareerguide	Kathryn Willhoite
11:45 am – 12:45 pm	Lunch 'n Learn-OKACTE	Skye McNeil
12:45 pm – 1:45 pm	Canva	Zoom, handouts
1:45 pm – 3:00 pm	Presentation: Lessons Learned	Melissa Johnson
3:00 pm – 3:15 pm	Break	All
3:15 pm – 4:15 pm	Presentation: Lessons Learned	Melissa Johnson
4:15 pm – 4:30 pm	Wrap-up	Assignments

## Agenda Items Day 2

July 13, 2022

Adults

8:00 am – 8:30 am	Breakfast & Sign In	All
8:30 am – 9:30 am	Group Work	Susie
9:30 am – 10:30 am	Learning Activities	Kim Smith Zoom, handouts
10:30 am – 10:45 am	Break	All
10:45 am – 11:45 pm	HOSA	Debbie Bennett Julie Williams & Beckie Balch
11:45 pm – 12:00 pm	Teacher Certification	Laurie Richison
12:00 pm – 12:45 pm	Lunch/Meet with Laurie if necessary	All
12:45 pm – 1:30 pm	SEL	Renee Reed
1:30 pm – 2:30 pm	SEL Activities	Renee Reed
2:30 pm – 2:45 pm	Break	All
2:45 pm – 3:15 pm	Final Thoughts	Susie
3:15 pm – 3:30 pm	Evaluation, Certificates, Farewell	All