

Home/Hospital Program Planning Meeting
Wednesday, September 14th, 2022 ~ 10:15 AM

***Present:** Chris Smith, Lisa Silverstein, Pat Cain, Michele Mazzola,
Hannah McCann, Roger Rouse, and Karen Schaeffer

- 1) **Old Business:** June 8th, 2022 planning meeting minutes were approved.
- 2) **Hiring Update:** Craig Charles is finishing up his certification and Marc Woolf is working with HCI with his certification. Since both have prior experience with us and we do not have a waiting list, we will hire one of them as soon as possible. Moving forward, Special Ed is our preferred certification for new hires.
- 3) **Enrollment Update:** As of today, we have 37 students actively enrolled and 4 students in the intake process.
- 4) **Supplies Budget:** Chris reports that HH has a \$2800 supply budget for this year. The Instructional Supplies Committee will organize teacher requests and procedures for ordering supplies. It was suggested that if teachers are looking for specific books to check with our new librarian also.
- 5) **Remote Learning:** Remote learning can no longer be authorized at the program level. The only exceptions we currently have are four students for whom remote learning was mandated by CSE. Hannah is making parents aware during intake that remote learning is not an option. If parents have questions, they can call Chris Smith at 254-1240, ext 3431.
- 6) **Department Meeting on Wednesday 9/28:** This general membership meeting will be held on Wednesday, September 28th at 3:00pm in Room 423 (Lincoln's Room/Computer Lab). The meeting is for union-based discussions and is not mandatory. It is a chance to come together and discuss items specific to our unit.
- 7) **Sexual Harassment Vector Training:** We all should have received an email from Vector Training on Monday, September 12th at 12:43AM regarding mandatory Sexual Harassment Training for this year. We have until Dec 31, 2022 to complete this online training.
- 8) **New Business:** none

***Next Program Planning Meeting:** October 12th, 2022