

MANDATORY INTERNSHIP ORIENTATION - COHORT 47

The College of St. Rose has completely revised your internship, we will be having our MANDATORY Internship Orientation as scheduled below.

The Internship Orientation Presentations are at 5:00PM SHARP on the following dates:

Brooklyn Sunday and Staten Island: February 3rd - St. Francis College, 180 Remsen Street, Brooklyn, NY 11201

Brooklyn Saturday: February 9th - St. Francis College, 180 Remsen Street, Brooklyn, NY 11201

Hauppauge: February 25th - Hyatt Regency Long Island, 1717 Motor Pkwy

Oceanside Saturday and Franklin Square: February 4th - Best Western Mill River Manor, 173 Sunrise Hwy. Rockville Centre, NY 11570

Oceanside Sunday: February 10th - Best Western Mill River Manor, 173 Sunrise Hwy. Rockville Centre, NY 11570

Yonkers: February 23rd - Tuckahoe High School, 65 Siwanoy Blvd. Eastchester, NY 10709

Make every effort to attend one of these presentations. These are the only dates that this Internship Orientation will be given for Cohort 47. This will be counted towards the seven seminars you are REQUIRED to attend. **If you are not able to attend your location please call 516-221-2936 and notify the office of the location you wish to attend (call only if you are switching).**

To fulfill the registration, you need to bring with you a check, cash, money order or credit card for \$950 or \$1900 (made out to CITE) to be handed in at the orientation. This will pay for EDA 546 (\$950) or EDA 546 & 547 (\$1900). Please be ON TIME and prepared to pay for, at least, the first half of your internship. If you are not prepared to pay at this time, you must pay by June 1st, 2016 or you will not be able to begin your internship.

**YOU MUST DOWNLOAD THE NEW INTERNSHIP GUIDE AND BRING IT WITH YOU.
IT IS NECESSARY FOR THE ORIENTATION.**

Go to www.citeeducation-strose.com, scroll down to Current Admin Students and download all 5 parts. (Approximately 104 pages). Any further questions, please call the CITE Office at 516-221-2936.

PLEASE NOTE: YOU WILL NOT RECEIVE CREDIT FOR SEMINARS UNTIL AFTER YOU HAVE ATTENDED THE ORIENTATION

FEBRUARY 2016 INTERNSHIP SEMINARS

All students must attend 7 seminars - one term internship students must attend 4 seminars.

Topic 1: **Using Excel for Data Analysis (Recommended - Laptop, Fully Charged)**

Presenter: **Helen Cheliotos**

February 10th
Hyatt Regency Hauppauge
1717 Motor Pkwy.
Hauppauge, NY 11788
5:30-7:30PM

February 22nd
CITE Brooklyn
50 Court St. #1111
Brooklyn, NY 11201
5:30-7:30PM

February 23rd
CITE Oceanside
3678 Oceanside Rd. West #203
Oceanside, NY 11572
5:30-7:30PM

February 24th
Tuckahoe H.S.
65 Siwanoy Blvd.
Eastchester, NY 10709
5:30-7:30PM

Saturday, February 20th OR Sunday, February 21st

Topics 2 & 3: **Strategic Letter Writing for the School Administrator - Part I & Part II**

Presenter: **Bob Reich**

Best Western - Mill River Manor
173 Sunrise Highway, Rockville Centre, NY 11570
1st Seminar: 9:00AM-11:00AM • 2nd Seminar: 11:05AM-1:05PM

PRE-REGISTRATION FOR SEMINARS IS REQUIRED - LIMITED SEATING

Please call 516-221-2936 or email tom@citeonline.com

PLEASE NOTE: You MUST be on time for seminars or you will not receive credit.

PLEASE NOTE: CHILDREN ARE NOT PERMITTED TO ATTEND CLASSES, SEMINARS OR WORKSHOPS HOSTED BY CITE AND THE COLLEGE OF SAINT ROSE

SDL COURSE SCHEDULE

SDL CLASSES DO NOT HAVE TO BE TAKEN IN ORDER

Course	Dates	Location	Students	Instructor
EDA 602 School District Community	February 27; March 5, 12-13 (Albany), March 19 CLOSED	Brooklyn	Cohorts 1-45	H. Cheliotas
EDA 602 School District Community	February 27; March 5, 12-13 (Albany), March 19	Yonkers	Cohorts 1-45	M. Schildkraut
EDA 602 School District Community	February 27; March 5-6 (Albany), March 19, 26	Oceanside	Cohorts 1-45	V. Butera
EDA 602 School District Community	February 27; March 5-6 (Albany), March 12, 19	Hauppauge	Cohorts 1-45	M. Higuera
EDA 602 School District Community	February 28; March 6, 12-13 (Albany), March 20	Oceanside	Cohorts 1-45	P. Casciano
EDA 601 District Level Leadership	April 9, 16; May 7, 14, 21	Brooklyn	Cohorts 1-46	H. Cheliotas
EDA 601 District Level Leadership	April 9, 16; May 7, 14, 21	Oceanside	Cohorts 1-46	V. Butera
EDA 601 District Level Leadership	April 9, 16; May 7, 14, 21	Hauppauge	Cohorts 1-46	P. Casciano
EDA 601 District Level Leadership	April 10, 24; May 1, 15, 22	Brooklyn	Cohorts 1-46	B. Gassaway
EDA 601 District Level Leadership	April 16, 30; May 7, 14, 21	Yonkers	Cohorts 1-46	M. Villanti
EDA 602 School District Community	June 4, 11-12 (Albany), 18, 25	Brooklyn	Cohorts 1-46	H. Cheliotas
EDA 602 School District Community	June 4, 11-12 (Albany), 18, 25	Oceanside	Cohorts 1-46	V. Butera
EDA 602 School District Community	June 4, 11-12 (Albany), 18, 25	Hauppauge	Cohorts 1-46	P. Casciano
EDA 602 School District Community	June 4, 11-12 (Albany), 18, 25	Yonkers	Cohorts 1-46	M. Villanti
EDA 602 School District Community	June 5, 11-12 (Albany), 26; July 10	Brooklyn	Cohorts 1-46	B. Gassaway

Students must sign up for SDL courses by paying a \$100 deposit per course via check or credit card. We suggest calling to sign up as soon as possible, at least two weeks ahead, so classes are not cancelled. They can also fill up so you should secure your spot.

NEXT COHORT STARTING JUNE 2016

We will be starting a new Cohort in June 2016. The locations will be Brooklyn, Long Island & Yonkers. If you have a co-worker or friend who is interested please have them call our office for more information. And don't forget if you recommend someone & they are accepted & begin the program you get a \$50 Amex Gift Card.

SPRING 2016 TEST PREP SESSIONS

Date	Review Content	Focus	Time	Place
3/9/16	EAS	<ul style="list-style-type: none"> • Test Design and Content • Multiple Choice and Constructed Responses 	5:30-7:30pm	Best Western - Mill River Manor 173 Sunrise Highway Rockville Centre, NY 11570
3/28/16	SBL Part I (Part 107)	<ul style="list-style-type: none"> • Test Design and Content • Multiple Choice and Extended Responses 	5:30-7:30pm	Hyatt Regency Hauppauge 1717 Motor Parkway Hauppauge, NY 11788
3/29/16	SBL Part I (Part 107)	<ul style="list-style-type: none"> • Test Design and Content • Multiple Choice and Extended Responses 	5:30-7:30pm	CITE Oceanside 3678 Oceanside Road West, Ste. 203 Oceanside, NY 11572
3/30/16	SBL Part I (Part 107)	<ul style="list-style-type: none"> • Test Design and Content • Multiple Choice and Extended Responses 	5:30-7:30pm	CITE Brooklyn 50 Court Street, Ste. 1111 Brooklyn, NY 11201
3/31/16	SBL Part I (Part 107)	<ul style="list-style-type: none"> • Test Design and Content • Selected-Response and Performance Tasks 	5:30-7:30pm	Tuckahoe H.S. 65 Siwanoy Blvd. Eastchester, NY 10709
4/4/16	SBL Part II (Part 108)	<ul style="list-style-type: none"> • Test Design and Content • Selected-Response and Performance Tasks 	5:30-7:30pm	Hyatt Regency Hauppauge 1717 Motor Parkway Hauppauge, NY 11788
4/5/16	SBL Part II (Part 108)	<ul style="list-style-type: none"> • Test Design and Content • Selected-Response and Performance Tasks 	5:30-7:30pm	CITE Oceanside 3678 Oceanside Road West, Ste. 203 Oceanside, NY 11572
4/6/16	SBL Part II (Part 108)	<ul style="list-style-type: none"> • Test Design and Content • Selected-Response and Performance Tasks 	5:30-7:30pm	CITE Brooklyn 50 Court Street, Ste. 1111 Brooklyn, NY 11201
4/7/16	SBL Part II (Part 108)	<ul style="list-style-type: none"> • Test Design and Content • Selected-Response and Performance Tasks 	5:30-7:30pm	Tuckahoe H.S. 65 Siwanoy Blvd. Eastchester, NY 10709
4/13/16	SDL Parts I & II (Parts 103 & 104)	<ul style="list-style-type: none"> • Test Design and Content • Multiple Choice and Extended Responses 	5:30-7:30pm	Best Western - Mill River Manor 173 Sunrise Highway Rockville Centre, NY 11570

The next administration of the SBL NYSED certification assessments will take place April 23rd - May 9th (Test 107/108) and the SDL NYSED certifications will take place May 4th - May 14th (Test 103/104) in a revised on-line format.

To register to take the exams go to www.nystce.nesinc.com. Our analysis of assessment results to date, in combination with feedback from our students who successfully completed those assessments, has resulted in our strong recommendation that all students taking the April/May SBL and SDL assessments fully access the on line Test Prep resources referenced below prior to taking the tests.

All students must attend at least one Test Prep seminar. We strongly recommend participation in Test Prep sessions. There is no charge for these sessions. Completion of all SBL and SDL courses is recommended before taking the SDL assessment. Whenever possible, we encourage all students to take Parts One and Two of each assessment on different days.

Students must enroll by emailing barbara@citeonline.com or contacting the CITE office @ 516-221-2936 at least two weeks in advance of the first session.

A minimum enrollment of 10 students is required for the sessions to be offered. The Test Prep sessions will include: highlights of relevant coursework concepts. Use the SBL and SDL New York State Certification Examinations Preparation Guides in constructing narrative responses to content specific issues. You can only attend Test Prep after attending Internship Orientation.

To actively participate in the course or independently engage in self study students need to download and bring to test prep sessions the SBL/SDL NYSTCE Preparation Guides (www.nystce.nesinc.com).

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