



Center for Integrated Training & Education

1-877-922-2483  
www.citeonline.com

# INCITE

The Newsletter for Administration Students

May 2019

## MASTER'S INFORMATION

### EDA 500/595 Queens OR Brooklyn

EDA 500: May 18-19 (Albany); June 8, 22; July 13  
EDA 595: August 10

### EDA 500/595 Westchester

EDA 500: June 1-2 (Albany); June 22; July 13, 20  
EDA 595: August 3

To register, please email Diane at [diane@citeonline.com](mailto:diane@citeonline.com).

## INTERNSHIP PAYMENTS

COHORT 55 - EDA 546 was due by 12/14/18 for Spring start.  
COHORT 55 - EDA 547 is due by 5/1/19 for Summer start.  
COHORT 56 - EDA 546 is due before 5/1/19 for Summer start.  
COHORT 56 - EDA 547 is due by 8/15/19 for Fall start.

In the event of inclement weather please email [WEATHERUPDATE@CITEONLINE.COM](mailto:WEATHERUPDATE@CITEONLINE.COM) to receive an automated response letting you know the status of classes.

## MAY 2019 INTERNSHIP SEMINARS

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

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

### Saturday, May 11th OR Sunday, May 19th

Topics 1 & 2: **Designing and Holding Effective and Courageous Conversations - Part I & Part II**

Presenter: **Dr. Vincent Butera**

**Best Western - Mill River Manor**

**173 Sunrise Highway, Rockville Centre, NY 11570**

1st Seminar: 9:00AM-11:00AM • 2nd Seminar: 11:05AM-1:05PM

**Students attending seminars at Best Western Mill River Manor in Rockville Centre are asked to use the train station parking lot as the hotel lot is reserved for guests staying at the hotel only.**

### Topic 3: **Building School-Community Partnerships - Part II**

Presenter: **Dr. Bernard Gassaway**

<p><b>May 14th</b> CITE Oceanside 3678 Oceanside Rd. W., Ste. 203 Oceanside, NY 11572 5:30-7:30PM</p>	<p><b>May 15th</b> Tuckahoe H.S. 65 Siwanoy Blvd. Eastchester, NY 10709 5:30-7:30PM</p>	<p><b>May 20th</b> Comfort Inn Staten Island 310 Wild Avenue Staten Island, NY 10314 5:30-7:30PM</p>	<p><b>May 21st</b> Best Western - Mill River Manor 173 Sunrise Highway Rockville Centre, NY 11570 5:30-7:30PM</p>
<p><b>May 22nd</b> CITE Brooklyn 50 Court Street, Ste. 1111 Brooklyn, NY 11201 5:30-7:30PM</p>	<p><b>May 28th</b> Holiday Inn Express 2050 Express Drive South Hauppauge, NY 11788 5:30-7:30PM</p>	<p><b>May 29th</b> CITE Brooklyn 50 Court Street, Ste. 1111 Brooklyn, NY 11201 5:30-7:30PM</p>	<p><b>May 30th</b> Tuckahoe H.S. 65 Siwanoy Blvd. Eastchester, NY 10709 5:30-7:30PM</p>

## PRE-REGISTRATION FOR SEMINARS IS REQUIRED - LIMITED SEATING

Please email [tom@citeonline.com](mailto: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

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.

Course	Dates	Location	Students	Instructor
EDA 602 School District Community	May 11, 18; June 1-2 (Albany), June 15	Oceanside <b>CLOSED</b>	Cohorts 1-55	C. Russo
EDA 602 School District Community	May 25; June 8-9 (Albany), June 15, 22	Brooklyn <b>CLOSED</b>	Cohorts 1-55	B. Gassaway
EDA 602 School District Community	June 1; June 8-9 (Albany), June 22, 29	Queens	Cohorts 1-55	S. Higuera
EDA 602 School District Community	June 1; June 8-9 (Albany), June 22, 29	Westchester <b>CLOSED</b>	Cohorts 1-55	T. Lisante
EDA 602 School District Community	June 1; June 15-16 (Albany), June 22, 29	Hauppauge	Cohorts 1-55	M. Cartisano
EDA 602 School District Community	June 2; June 8-9 (Albany), June 23, 30 <b>***SUNDAYS***</b>	Oceanside <b>CLOSED</b>	Cohorts 1-55	M. Schildkraut
EDA 602 School District Community	June 2; June 8-9 (Albany), June 23, 30 <b>***SUNDAYS***</b>	Brooklyn <b>CLOSED</b>	Cohorts 1-55	H. Cheliotas
EDA 601/602 Combined	July 15, 16, 17, July 29-30 (Albany); August 1, 2, 12, 13, 14	Suffolk	Cohorts 1-56	R. Hawkins
EDA 601/602 Combined	July 16, 17, 18, 23, 24, 25, July 30-31 (Albany); August 6, 7	Brooklyn <b>CLOSED</b>	Cohorts 1-56	H. Cheliotas
EDA 601/602 Combined	July 16, 17, 18, 23, 24, July 30-31 (Albany); August 6, 7, 8	Oceanside <b>CLOSED</b>	Cohorts 1-56	B. Gassaway
EDA 601/602 Combined	July 16, 17, 18, 23, 24, 25; August 6-7 (Albany), August 13, 14	Westchester	Cohorts 1-56	M. Schildkraut
EDA 601/602 Combined	July 17, 18, 19, 25, 26; July 30-31 (Albany), August 7, 8, 9	Staten Island	Cohorts 1-56	T. Lisante

**\*\*\*CALL THE CITE OFFICE AT 516-221-2936 TO BE PUT ON THE WAITING LIST FOR CLOSED CLASSES\*\*\***

## NEXT COHORT STARTING JUNE 2019

We will be starting a new Cohort (Cohort 58) in June 2019. The locations will be Brooklyn, Long Island & Westchester. 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 Gift Card!

**Blog:** [www.citeonline.com/blog](http://www.citeonline.com/blog) • **Twitter:** @CITEonline  
**Facebook:** [www.Facebook.com/CITEonline](http://www.Facebook.com/CITEonline)

# SPRING 2019 TEST PREP SESSIONS

**PLEASE NOTE: THERE MUST BE AT LEAST 10 STUDENTS SIGNED UP IN ORDER TO RUN THE WORKSHOP**

Date	Review Content	Focus	Time	Place
5/4/19	SBL Parts I & II (Parts 107 & 108)	<ul style="list-style-type: none"> <li>• Test Design and Content</li> <li>• Selected-Response and Performance Tasks</li> </ul> <b>Mandated Test Prep Counts As <u>One Seminar</u></b>	9am-12pm <b>SATURDAY</b>	Oceanside High School 3160 Skillman Avenue Oceanside, NY 11572
5/4/19	SBL Parts I & II (Parts 107 & 108)	<ul style="list-style-type: none"> <li>• Test Design and Content</li> <li>• Selected-Response and Performance Tasks</li> </ul> <b>Mandated Test Prep Counts As <u>One Seminar</u></b>	9am-12pm <b>SATURDAY</b>	St. Francis College 180 Remsen Street Brooklyn, NY 11201
5/5/19	SBL Parts I & II (Parts 107 & 108)	<ul style="list-style-type: none"> <li>• Test Design and Content</li> <li>• Selected-Response and Performance Tasks</li> </ul> <b>Mandated Test Prep Counts As <u>One Seminar</u></b>	9am-12pm <b>SUNDAY</b>	Oceanside Middle School 186 Alice Avenue Oceanside, NY 11572
5/6/19	SBL Parts I & II (Parts 107 & 108)	<ul style="list-style-type: none"> <li>• Test Design and Content</li> <li>• Selected-Response and Performance Tasks</li> </ul> <b>Mandated Test Prep Counts As <u>One Seminar</u></b>	5:00-8:00pm	Holiday Inn Express Hauppauge 2050 Express Drive South Hauppauge, NY 11788
5/7/19	SBL Parts I & II (Parts 107 & 108)	<ul style="list-style-type: none"> <li>• Test Design and Content</li> <li>• Selected-Response and Performance Tasks</li> </ul> <b>Mandated Test Prep Counts As <u>One Seminar</u></b>	5:00-8:00pm	CITE Oceanside 3678 Oceanside Road West, Ste. 203 Oceanside, NY 11572
5/8/19	SBL Parts I & II (Parts 107 & 108)	<ul style="list-style-type: none"> <li>• Test Design and Content</li> <li>• Selected-Response and Performance Tasks</li> </ul> <b>Mandated Test Prep Counts As <u>One Seminar</u></b>	5:00-8:00pm	CITE Brooklyn 50 Court Street, Ste. 1111 Brooklyn, NY 11201
5/9/19	SBL Parts I & II (Parts 107 & 108)	<ul style="list-style-type: none"> <li>• Test Design and Content</li> <li>• Selected-Response and Performance Tasks</li> </ul> <b>Mandated Test Prep Counts As <u>One Seminar</u></b>	5:00-8:00pm	Tuckahoe H.S. 65 Siwanoy Boulevard Eastchester, NY 10709
5/15/19	SDL Parts I & II (Parts 103 & 104)	<ul style="list-style-type: none"> <li>• Test Design and Content</li> <li>• Multiple Choice and Extended Responses</li> </ul> <b>NO SEMINAR CREDIT</b>	5:30-7:30pm	Best Western - Mill River Manor 173 Sunrise Highway Rockville Centre, NY 11570

**Students attending meetings at Best Western Mill River Manor in Rockville Centre are asked to use the train station parking lot as the hotel lot is reserved for guests staying at the hotel only.**

The next administration of the SBL NYSED certification assessments will take place June 15 - July 1 (Test 107/108) and the SDL NYSED certifications will take place June 26 - July 6 (Test 103/104).

To register to take the exams go to [www.nystce.nesinc.com](http://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 June/July 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 Mandated Test Prep seminar. We strongly recommend participation in the Test Prep session. 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 [tom@citeonline.com](mailto:tom@citeonline.com).**

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](http://www.nystce.nesinc.com)).**

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