INCITE

The Newsletter for Administration Students   February 2020

MASTER'S INFORMATION

EDA 500/595 Westchester

EDA 500: **May 16-17 (Albany)**; June 6, 27; July 11
EDA 595: July 25

EDA 500/595 Oceanside

EDA 500: **May 30-31 (Albany)**; June 20; July 11; August 15
EDA 595: August 22

To register, please email Diane at diane@citeonline.com.

NEXT COHORT STARTING JUNE 2020

We will be starting a new Cohort (Cohort 61) in June 2020. 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, and they are accepted and begin the program, you get a $50 Gift Card!

In the event of inclement weather please email WEATHERUPDATE@CITEONLINE.COM to receive an automated response letting you know the status of classes.

FEBRUARY 2020 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, February 8th OR Sunday, February 9th

Topics 1 & 2: **Understanding New York State Special Education Compliance Laws - Part I & Part II**

Presenter: **Laura Mastrogiovanni**

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: **How to Upload your Internship Proposal to Chalk & Wire**
(Requirements: Fully-charged laptop and Chalk & Wire username/password)
Presenter: **Michael Schildkraut**

February 10th	February 11th	February 12th	February 13th
Tuckahoe H.S.	Hampton Inn Commack	CITE Brooklyn	Best Western - Mill River Manor
65 Siwanoy Blvd.	680 Commack Rd.	50 Court Street, Ste. 1111	173 Sunrise Highway
Eastchester, NY 10709	Commack, NY 11725	Brooklyn, NY 11201	Rockville Centre, NY 11570
5:30-7:30PM	5:30-7:30PM	5:30-7:30PM	5:30-7:30PM
		CLOSED	
February 24th	**February 25th**	**February 26th**	**February 27th**
CITE Brooklyn	Comfort Inn Staten Island	CITE Wantagh	Tuckahoe H.S.
50 Court Street, Ste. 1111	310 Wild Avenue	3305 Jerusalem Avenue, Ste. 108	65 Siwanoy Blvd.
Brooklyn, NY 11201	Staten Island, NY 10314	Wantagh, NY 11793	Eastchester, NY 10709
5:30-7:30PM	5:30-7:30PM	5:30-7:30PM	5:30-7:30PM
CLOSED	*CLOSED*		*CLOSED*

PRE-REGISTRATION FOR SEMINARS IS REQUIRED - LIMITED SEATING

→ To register, please 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

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 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	February 15, **February 29-March 1 (Albany)**; 14, 21	Oceanside **CLOSED**	Cohorts 1-57	V. Butera
EDA 602 School District Community	February 29; **March 7-8 (Albany)**; March 21, 28	Westchester **CLOSED**	Cohorts 1-57	M. Schildkraut
EDA 602 School District Community	February 29; **March 7-8 (Albany)**; March 21, 28	Staten Island **CLOSED**	Cohorts 1-57	B. Gassaway
EDA 602 School District Community	March 1; **March 7-8 (Albany)**; March 22, 29 ***SUNDAYS***	Oceanside **CLOSED**	Cohorts 1-57	H. Cheliotes
EDA 602 School District Community	March 1; **March 7-8 (Albany)**; March 22, 29 ***SUNDAYS***	Brooklyn **CLOSED**	Cohorts 1-57	B. Gassaway
EDA 601 District Level Leadership	April 4, 18, 25; May 2, 9	Westchester **CLOSED**	Cohorts 1-58	B. Gassaway
EDA 601 District Level Leadership	April 4, 18, 25; May 2, 16	Oceanside **CLOSED**	Cohorts 1-58	T. Lisante
EDA 601 District Level Leadership	April 4, 25; May 2, 9, 16	Brooklyn **CLOSED**	Cohorts 1-58	H. Cheliotes
EDA 601 District Level Leadership	April 4, 25; May 2, 9, 16	Westchester	Cohorts 1-58	M. Schildkraut
EDA 601 District Level Leadership	April 4, 25; May 2, 9, 16	Suffolk	Cohorts 1-58	M. Cartisano
EDA 601 District Level Leadership	April 5, 19, 26; May 3, 10 ***SUNDAYS - JUST ADDED***	Oceanside	Cohorts 1-58	C. Russo
EDA 602 School District Community	May 16, 30; **June 6-7 (Albany)**, June 13	Westchester **CLOSED**	Cohorts 1-58	B. Gassaway
EDA 602 School District Community	May 17, **May 30-31 (Albany)**; June 7, 14 ***SUNDAYS - JUST ADDED***	Oceanside	Cohorts 1-58	C. Russo
EDA 602 School District Community	May 30; **June 6-7 (Albany)**; June 20, 27	Oceanside	Cohorts 1-58	T. Lisante
EDA 602 School District Community	May 30; June 6, **June 13-14 (Albany)**; June 27	Brooklyn **CLOSED**	Cohorts 1-58	H. Cheliotes
EDA 602 School District Community	May 30; June 6, **June 13-14 (Albany)**; June 27	Westchester	Cohorts 1-58	M. Schildkraut
EDA 602 School District Community	May 30; **June 13-14 (Albany)**; June 20, 27	Suffolk	Cohorts 1-58	M. Cartisano

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

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

SPRING 2020 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
3/7/20	SBL Parts I & II (Parts 107 & 108)	• Test Design and Content • Selected-Response and Performance Tasks **Mandated Test Prep Counts As <u>One</u> Seminar**	9am-12pm ***SATURDAY***	Oceanside High School 3160 Skillman Avenue Oceanside, NY 11572
3/8/20	SBL Parts I & II (Parts 107 & 108)	• Test Design and Content • Selected-Response and Performance Tasks **Mandated Test Prep Counts As <u>One</u> Seminar**	9am-12pm ***SUNDAY***	St. Francis College 180 Remsen Street Brooklyn, NY 11201
3/9/20	SBL Parts I & II (Parts 107 & 108)	• Test Design and Content • Selected-Response and Performance Tasks **Mandated Test Prep Counts As <u>One</u> Seminar**	5:00-8:00pm	Holiday Inn Express Hauppauge 2050 Express Drive South Hauppauge, NY 11788
3/10/20	SBL Parts I & II (Parts 107 & 108)	• Test Design and Content • Selected-Response and Performance Tasks **Mandated Test Prep Counts As <u>One</u> Seminar**	5:00-8:00pm	CITE Brooklyn 50 Court Street, Suite 1111 Brooklyn, NY 11201
3/11/20	SBL Parts I & II (Parts 107 & 108)	• Test Design and Content • Selected-Response and Performance Tasks **Mandated Test Prep Counts As <u>One</u> Seminar**	5:00-8:00pm	CITE Wantagh 3305 Jerusalem Avenue, Suite 108 Wantagh, NY 11793
3/12/20	SBL Parts I & II (Parts 107 & 108)	• Test Design and Content • Selected-Response and Performance Tasks **Mandated Test Prep Counts As <u>One</u> Seminar**	5:00-8:00pm ***CLOSED***	Tuckahoe High School 65 Siwanoy Boulevard Eastchester, NY 10709
3/15/20	SBL Parts I & II (Parts 107 & 108)	• Test Design and Content • Selected-Response and Performance Tasks **Mandated Test Prep Counts As <u>One</u> Seminar**	9am-12pm ***SUNDAY***	CITE Wantagh 3305 Jerusalem Avenue, Suite 108 Wantagh, NY 11793
3/18/20	SBL Parts I & II (Parts 107 & 108)	• Test Design and Content • Selected-Response and Performance Tasks **Mandated Test Prep Counts As <u>One</u> Seminar**	5:00-8:00pm ***JUST ADDED***	Tuckahoe High School 65 Siwanoy Boulevard Eastchester, NY 10709
3/19/20	SDL Parts I & II (Parts 103 & 104)	• Test Design and Content • Multiple Choice and Extended Responses **NO SEMINAR CREDIT**	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 April 18 - May 4 (Test 107/108) and the SDL NYSED certifications will take place April 29 - May 9 (Test 103/104).

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 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.

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).