



Center for Integrated Training & Education
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INCITE

The Newsletter for Administration Students

November 2021

NEW Spring 2022 SDL Schedule on Page Two
CHALK & WIRE Seminar Information and Dates for Cohorts 62 and 63 on Page Three
NEW Test Prep Workshop Schedule on Page Four

SPRING 2022 MASTERS INFORMATION

EDA 500/595 - Brooklyn

EDA 500: January 15-16 (Albany);
February 12; March 12; April 2
EDA 595: April 30

EDA 500/595 - Queens

EDA 500: January 15-16 (Albany);
February 12; March 12; April 2
EDA 595: April 30

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

NOVEMBER 2021 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

Topic 1: **Grant Writing**

Presenter: **Helen Cheliotis**

Dates: **Tuesday, November 9th OR Wednesday, November 17th OR Thursday, November 18th**
Time: **5:30-7:30 PM**

Topic 2: **Media for School Leadership**

Presenter: **Dr. Bernard Gassaway**

Dates: ~~Wednesday, November 10th OR Tuesday, November 23rd OR Tuesday, November 30th~~
CLOSED Time: **5:30-7:30 PM**

Topic 3: **Resume Writing**

Presenter: **Dr. Frank Chiachiere**

Dates: ~~Thursday, November 11th OR Monday, November 15th OR Tuesday, November 16th~~
CLOSED Time: **5:30-7:30 PM**

SEMINARS WILL BE HELD ONLINE UNTIL FURTHER NOTICE

Webcam required for all online seminars. A link will be sent the day of the seminar.
Please be sure to check your spam folder if you did not receive the link.

*****EMAIL TOM@CITEONLINE.COM TO BE PUT ON THE WAITING LIST FOR CLOSED SEMINARS*****

PRE-REGISTRATION FOR SEMINARS IS REQUIRED - LIMITED SPACE

To register, please go to www.citeonline.com, click on current students,
then click on administration program.

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

SPRING 2022 SDL COURSE SCHEDULE

Course	Dates	Location	Students	Instructor
EDA 601 District Level Leadership	January 8, 15, 29; February 5, 12	ONLINE (BK) CLOSED	Cohorts 1-63	B. Gassaway
EDA 601 District Level Leadership	January 8, 22, 29; February 5, 12	ONLINE (LI) CLOSED	Cohorts 1-63	T. Lisante
EDA 601 District Level Leadership	January 8, 22, 29; February 5, 12	ONLINE (NS) CLOSED	Cohorts 1-63	V. Butera
EDA 601 District Level Leadership	January 9, 23, 30; February 6, 13	ONLINE (BK) CLOSED	Cohorts 1-63	H. Cheliotas
EDA 601 District Level Leadership	January 9, 23, 30; February 6, 13	ONLINE (LI) CLOSED	Cohorts 1-63	M. Cartisano
EDA 602 School District Community	February 19; March 5, 12, 19, 26	ONLINE (BK) CLOSED	Cohorts 1-63	B. Gassaway
EDA 602 School District Community	February 19; March 5, 12, 26; April 2	ONLINE (LI) CLOSED	Cohorts 1-63	T. Lisante
EDA 602 School District Community	February 19, 26; March 12, 19, 26	ONLINE (NS) CLOSED	Cohorts 1-63	V. Butera
EDA 602 School District Community	March 6, 13, 20, 27; April 3	ONLINE (BK) CLOSED	Cohorts 1-63	H. Cheliotas
EDA 602 School District Community	March 6, 13, 20, 27; April 3	ONLINE (LI) CLOSED	Cohorts 1-63	M. Cartisano

PLEASE NOTE: SDL courses will remain online through 3/31/22.

*****EMAIL TOM@CITEONLINE.COM TO BE PUT ON THE WAITING LIST FOR CLOSED CLASSES*****

To register: go to www.citeonline.com, click on current students, then click on administration program.

NEXT COHORT STARTING FEBRUARY 2022

We will be starting a new Cohort (Cohort 66) in February 2022. 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 will receive a \$50 Gift Card!

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HOW TO UPLOAD YOUR INTERNSHIP PORTFOLIO ONTO CHALK AND WIRE

Open for students in Cohort 62 or 63 one-term interns who are scheduled to graduate in December of 2021.

(Cohort 64 interns ARE NOT ELIGIBLE TO TAKE THIS SEMINAR AT THIS TIME)

Tuesday, November 16th Time: 5:30-7:30 PM

Wednesday, November 17th Time: 5:30-7:30 PM

Thursday, November 18th Time: 5:30-7:30 PM

Attendees MUST have their Chalk and Wire user names and passwords available.

SEMINARS WILL BE HELD ONLINE UNTIL FURTHER NOTICE

Webcam required for all online seminars. A link will be sent the day of the seminar. Please be sure to check your spam folder if you did not receive the link.

*****EMAIL TOM@CITEONLINE.COM TO BE PUT ON THE WAITING LIST FOR CLOSED SEMINARS*****

PRE-REGISTRATION FOR SEMINARS IS REQUIRED - LIMITED SPACE

To register, please go to www.citeonline.com, click on current students, then click on administration program.

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

FALL 2021 - SDL COURSE SCHEDULE

Course	Dates	Location	Students	Instructor
EDA 602 School District Community	November 6, 13, 20; December 4, 11	ONLINE (BK) CLOSED	Cohorts 1-62	B. Gassaway
EDA 602 School District Community	November 6, 13, 20; December 4, 11	ONLINE (LI) CLOSED	Cohorts 1-62	M. Cartisano
EDA 602 School District Community	November 7, 14, 21; December 5, 12 ***SUNDAYS***	ONLINE (LI) CLOSED	Cohorts 1-62	H. Cheliotis
EDA 602 School District Community	November 20; December 4, 5, 11, 18	ONLINE (NS) CLOSED	Cohorts 1-62	V. Butera

*****EMAIL TOM@CITEONLINE.COM TO BE PUT ON THE WAITING LIST FOR CLOSED CLASSES*****

To register: go to www.citeonline.com, click on current students, then click on administration program.

SPRING 2022 TEST PREP SESSIONS

Date	Review Content	Focus	Time	Place
1/4/22	School Building Leader (SBL) Parts I & II	<ul style="list-style-type: none"> • Test Design and Content • Selected-Response and Performance Tasks Mandated Test Prep Counts As <u>One Seminar</u>	5:00-8:00pm	ONLINE (Webcam Required)
1/12/22	School Building Leader (SBL) Parts I & II	<ul style="list-style-type: none"> • Test Design and Content • Selected-Response and Performance Tasks Mandated Test Prep Counts As <u>One Seminar</u>	5:00-8:00pm	ONLINE (Webcam Required)
1/20/22	School Building Leader (SBL) Parts I & II	<ul style="list-style-type: none"> • Test Design and Content • Selected-Response and Performance Tasks Mandated Test Prep Counts As <u>One Seminar</u>	5:00-8:00pm	ONLINE (Webcam Required)
1/24/22	School Building Leader (SBL) Parts I & II	<ul style="list-style-type: none"> • Test Design and Content • Selected-Response and Performance Tasks Mandated Test Prep Counts As <u>One Seminar</u>	5:00-8:00pm	ONLINE (Webcam Required)
1/27/22	School District Leader (SDL) Parts I & II	<ul style="list-style-type: none"> • Test Design and Content • Multiple Choice and Extended Responses NO SEMINAR CREDIT	5:00-7:00pm	ONLINE (Webcam Required)

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PLEASE NOTE: ONLY ONE TEST PREP WORKSHOP COUNTS TOWARD THE INTERNSHIP REQUIREMENT

To register: go to www.citeonline.com, click on current students, then click on administration program.

For the most current state exam information, please go to www.nystce.nesinc.com.

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.**

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.

Important News from NYSED

At the March meeting, the Board of Regents adopted a regulatory amendment to create a safety net for the two-part School Building Leader (SBL) Assessment. For the safety net, candidates may take Part One of either the Revised (Sept. 2013) SBL Assessment or Revised (May 2019) SBL Assessment and may take Part Two of either the Revised (Sept. 2013) SBL Assessment or Revised (May 2019) SBL Assessment, until August 31, 2024. The August 31, 2024 date is two years after September 1, 2022, the date by which all SBL programs must be aligned with the PSELs.

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