



Department of
Education

OFFICE OF NONPUBLIC SCHOOLS

65 Court Street – Room 922B – Brooklyn, NY 11201
(718) 935-4970 Fax: (718) 935-5902

TITLE II A GRADUATE COURSES ADMINISTRATION and SUPERVISION

SCHOOL BUILDING LEADERSHIP PROGRAM

Summer 2024

**CATALOGS ARE ONLY AVAILABLE ONLINE.
GO TO [HTTP://WWW.PROTRAXX.COM](http://WWW.PROTRAXX.COM) TO VIEW OR
DOWNLOAD CATALOG.**



Anne-Marie Baumis, Field Support Specialist

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Please be advised that all courses will be paid for from the nonpublic school’s Title IIA allocation. Therefore, nonpublic school teachers and principals are not required to pay for graduate courses. In the event that a teacher or principal is inadvertently billed by the college/university, please email Anne-Marie Baumis at: Abaumis@schools.nyc.gov .

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Summer 2024**

INTRODUCTION

The New York City Department of Education, Office of Nonpublic Schools, is offering graduate courses in administration and supervision through the colleges and universities listed in this catalog. Participants may enroll in a degree program leading to New York State certification as a School Building Leader. The *Every Student Succeeds Act (ESSA)*, Title IIA Professional Development Program, provides assistance for this initiative.

The target audience for this initiative will be talented **nonpublic** schoolteachers, **currently working within the 5 (five) boroughs of New York City**, who are aspiring to become principals as well as current principals wishing to enroll in courses in order to acquire the necessary credits for New York State certification as a School Building Leader. Approved applicants may also include school personnel who currently are certified by New York State in administration and supervision and may wish to enroll in selected courses in order to remain current in the field. **Please note that you should not request enrollments if you are planning to leave the non-public school or are moving to a different non-public school, as you may not be eligible to use Title IIA funds from your current school. You must notify the Title IIA office immediately at abaumis@schools.nyc.gov if your employment status/location changes.**

NOTE: Confirmations given for Spring 2024 SBL enrollments will be contingent upon the availability of active contracts with each college/university.

Procedures for Requesting Enrollment: Applicants

Requesting enrollments for Summer 2024 SBL courses will take place online beginning the week of March 4, 2024 and will end on Friday, March 22, 2024 at 3:00 PM. Please note that this deadline is for requesting an enrollment as well as having the request affirmed online by your principal. It is the responsibility of the student to ensure that the enrollment request has been affirmed the school principal. If you are a principal requesting enrollment, you must still affirm your own request for enrollment using the school login and password on PROTRAXX. If a request for enrollment as well as the affirmation by the school principal is not completed within the above timeframe, the student will not be able to participate in the Title IIA program for Summer 2024.

To request enrollments for courses login to the website at:

protraxx.com/index.html

Directions for requesting graduate courses can be found below.

Due to the availability of Title IIA funds for this initiative, a limited number of participants will be permitted to participate in the program.

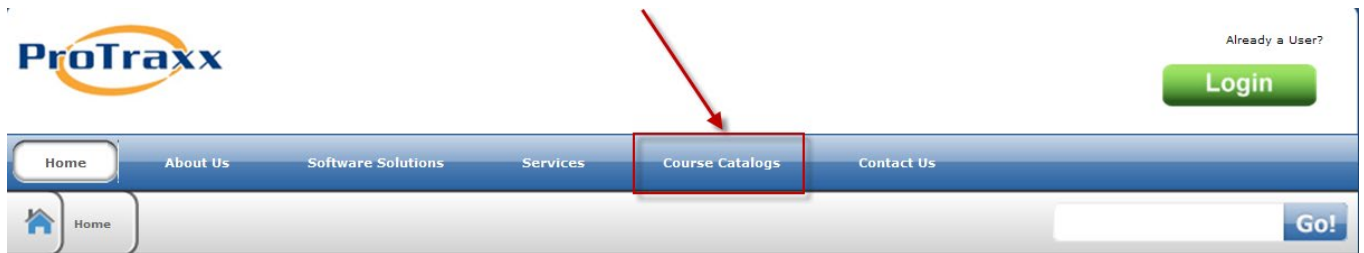
**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
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Participants will be permitted to register for a maximum of 2 courses. **Only those participants who have been accepted and confirmed by the Title IIA office will receive notification confirming their request for enrollment by email.** Applicants will not be permitted to enroll in any SBL course without prior approval from the Title IIA office.

HOW TO NAVIGATE THE PROTRAXX SYSTEM

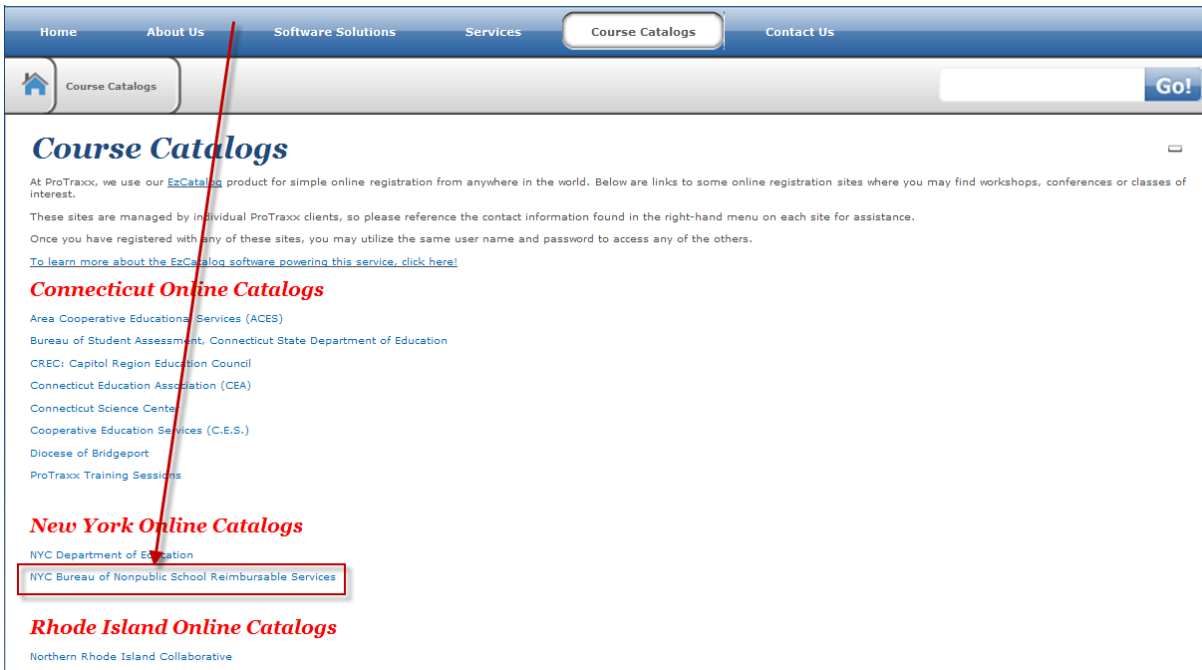
ENROLLING

1. Log on to protraxx.com/index.html
2. Click on the *Course Catalogs* button which can be found in the blue bar at the top of the page.



3. Click on link for *New York City Bureau of Nonpublic School Reimbursable Services*.

TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM SCHOOL BUILDING LEADERSHIP PROGRAM Summer 2024



NEW USER

This is for participants who have not taken a class through this system before and have not yet entered their personal information. You only register (create an account) once. Your personal information will remain secure and private.

- Click on *New User Click Here* at the bottom of the page to enter registration information.
- Once you have created a registration you may proceed with registered user instructions.

REGISTERED USER

- At the bottom of the page, enter username and password, click 'login here.'
- "Select College" from the drop-down menu that corresponds with the workshop you wish to enroll.
- Select 'Program Type" from drop down menu – Title IIA.
- Click 'Search.'
- Click 'Enroll Now' for the course you wish to enroll in.

STATUS

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
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You may check the status of your course by logging into the system as usual. On the right side click on “my courses.”

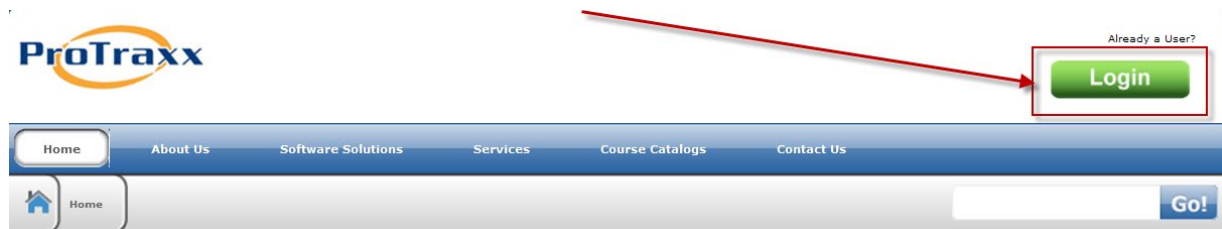
PENDING You have successfully requested enrollment in an activity.

APPROVED Your school’s principal has affirmed your request for enrollment.

CONFIRMED Your request for enrollment has been confirmed by the Title IIA office to participate in your selected activity.

Affirmation Procedures: Principals

Your principal/administrator must affirm your request for enrollment by logging on to www.protraxx.com by clicking “Login” button at the top right hand side of the page.



Login with the school’s assigned username and password. **USE PREVIOUSLY ASSIGNED USERNAME AND PASSWORD.** Once logged in, click on the “Affirm Enrollments” button on the left hand side of the screen. Click on the “Affirm Enrollments” link that appears below the button. A list of enrollments will appear. Click on the box next to each enrollment to be affirmed. From the pull down menu at the top of the page, select the reason for affirming the enrollment(s). Click on the “Affirm Enrollment” button at the top of the page.

Username and password assignments may be obtained by the principal/administrator emailing abaumis@schools.nyc.gov . The subject line should read: **ADMINISTRATOR’S USERNAME AND PASSWORD** Also include:

Name/Title

School/BEDS code

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
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PLEASE NOTE: PRINCIPAL AFFIRMATION DOES NOT GUARANTEE CONFIRMATION OF YOUR ENROLLMENT. FINAL CONFIRMATION COMES FROM THE OFFICE OF NONPUBLIC SCHOOLS (TITLE IIA) IN THE FORM OF AN EMAIL THAT IS SENT THROUGH PROTRAXX. THIS OCCURS WITHIN APPROXIMATELY 2 WEEKS AFTER THE CLOSE OF ENROLLMENT ON PROTRAXX.

Only those participants who have been accepted will receive notification, via email, confirming their registration in a Title IIA SBL course. It is the participant's responsibility to contact the Title IIA office prior to the beginning of a class in the event that an email is not received regarding the status of their enrollment request. Missing a course as a result of not knowing your request was confirmed may lead to your being prohibited from taking Title IIA Courses/Workshops for 1 year.

Title IIA Cancellation Policy

It is expected that anyone with a confirmed enrollment for a course will attend since not participating will result in another applicant being excluded from a given course. Please do not sign up for courses or workshops you **do not intend** to participate in. ***You will be allowed to cancel one course per semester without a penalty as long as there is a legitimate reason.***

To Cancel/Withdraw Attendance in a Title IIA Course:

You **must** follow all the following procedures if you need to withdraw from a class after the beginning date. Withdrawing after the beginning of a class should only occur in an emergency situation. As this action may incur a charge to the Title IIA program, a withdrawal from a class after the class has started may result in being **prevented from participating** in the Title IIA Professional Development Program for the **upcoming year**. In order to withdraw from a course after the start date, please follow **all** the instructions below. Please note that after the beginning of a course, you will not be able to withdraw on PROTRAXX.

1. Contact the college/university via email (your email should include the course, start date, location, and reason for cancellation.)
2. Contact the Title IIA office by emailing abaumis@schools.nyc.gov with the same information sent to the college/university.

The consequence of not informing us that you will be unable to attend is that you may be **prevented from participating** in the Title IIA SBL Program for the **upcoming year**.

If you have any questions please email Anne-Marie Baumis at abaumis@schools.nyc.gov.

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Summer 2024**

NYC Office of Nonpublic Schools

65 Court Street
Brooklyn , NY 11201
Phone: 718-935-4975
Fax: 718-935-4571

Professional Development Program for 05/28/2024 to 07/11/2024

Brooklyn College, CUNY
2900 Bedford Avenue
Brooklyn, New York 11210

Activity Name: SPCL 7751X: School and Community Relations

Activity Code: NYC-24-005-006

Sub Title: SPCL 7751X

Min Awards: 3.0

of Sessions: 11

Max Awards: 3.0

Description: Role of the educational leader in fostering effective and responsive relations between school and community. Practical problems are drawn from the field for analysis and study.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Instructor(s):

Session Date	Time	Room	Location
05/28/2024	6:05PM - 8:35PM		Brooklyn College, CUNY
06/04/2024	6:05PM - 8:35PM		Brooklyn College, CUNY
06/06/2024	6:05PM - 8:35PM		Brooklyn College, CUNY
06/17/2024	6:05PM - 8:35PM		Brooklyn College, CUNY
06/18/2024	6:05PM - 8:35PM		Brooklyn College, CUNY
06/20/2024	6:05PM - 8:35PM		Brooklyn College, CUNY
06/25/2024	6:05PM - 8:35PM		Brooklyn College, CUNY
06/27/2024	6:05PM - 8:35PM		Brooklyn College, CUNY
07/02/2024	6:05PM - 8:35PM		Brooklyn College, CUNY
07/09/2024	6:05PM - 8:35PM		Brooklyn College, CUNY
07/11/2024	6:05AM - 8:35AM		Brooklyn College, CUNY

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Summer 2024**

BROOKLYN COLLEGE

Activity Name: SPCL 7764X: Education Law and Ethics

Activity Code: NYC-24-005-007

Sub Title: SPCL 7764X

Min Awards: 3.0

of Sessions: 11

Max Awards: 3.0

Description: School law and ethics as they affect the policies, organization, and administration.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Instructor(s):

Session Date	Time	Room	Location
05/28/2024	8:45PM - 11:15PM		Brooklyn College, CUNY
06/04/2024	8:45PM - 11:15PM		Brooklyn College, CUNY
06/06/2024	8:45PM - 11:15PM		Brooklyn College, CUNY
06/17/2024	8:45PM - 11:15PM		Brooklyn College, CUNY
06/18/2024	8:45PM - 11:15PM		Brooklyn College, CUNY
06/20/2024	8:45PM - 11:15PM		Brooklyn College, CUNY
06/25/2024	8:45PM - 11:15PM		Brooklyn College, CUNY
06/27/2024	8:45PM - 11:15PM		Brooklyn College, CUNY
07/02/2024	8:45PM - 11:15PM		Brooklyn College, CUNY
07/09/2024	8:45PM - 11:15PM		Brooklyn College, CUNY
07/11/2024	8:45PM - 11:15PM		Brooklyn College, CUNY

Brooklyn College, CUNY
2900 Bedford Avenue
Brooklyn, New York 11210

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Summer 2024**



FORDHAM UNIVERSITY
THE JESUIT UNIVERSITY OF NEW YORK

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM SCHOOL
BUILDING LEADERSHIP PROGRAM Summer 2024**

The Fordham University Graduate School of Education (GSE), among the top schools in the state and Northeast region in leadership preparation at the master's and doctoral levels, is pleased to partner with the NYCDOE Office of Nonpublic Schools (ONPS) in offering graduate courses in administration and supervision to talented nonpublic school educators.

Fordham's Graduate School of Education enjoys a stellar reputation in research, teaching and experience in both public and nonpublic education. The **DIVISION OF EDUCATIONAL LEADERSHIP AND POLICY (ELAP)** of the GSE pioneered and, for more than forty years, has continued its commitment to the education of Catholic and other faith-based/nonpublic school leaders regionally, nationally, and internationally.

The **CENTER FOR NONPUBLIC EDUCATION** offers a **Signature Master's Degree** in Educational Leadership, Administration and Policy **through the lens of the mission and identity of these specialized educational positions and environments.** The program is one of substance and style for both emerging and existing leaders focusing on

- the legacy of excellence inherited;
- the innovations of the present; and
- imagination for future vitality and sustainability.

Professors who teach in the program have a depth of knowledge and experience in Catholic and nonpublic education.

Additionally, the program is **aligned with standards** of the:

- **Educational Leadership Constituent Council (ELCC);**
- **National Council for the Accreditation of Teacher Education (NCATE);**
- **Interstate Leaders Licensure Consortium (ISLLC);**
- **New York State School Building Leader (SBL) Certification Requirements;** and
- **New York City's Department of Education (NYCDOE) School Leadership Competencies.**

One of the hallmarks of the Graduate School of Education is its focus on diversity and inclusivity of all religions, races, and cultures. This master's program follows a cohort model and is organized with a focus on adult learning theory utilizing action research, group projects, critical reflection, clinical application, problem-based simulations, policy analysis and two semesters of internship.

KINDLY NOTE:

- Carefully follow all the directions in the Introduction of this **Online Catalogue** to enroll in this Title IIA Professional Development Program through the Office of Nonpublic Schools.

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SCHOOL BUILDING LEADERSHIP PROGRAM
Summer 2024**

NYC Office of Nonpublic Schools

65 Court Street
Brooklyn , NY 11201
Phone: 718-935-4975
Fax: 718-935-4571

Professional Development Program for 05/22/2024 to 08/05/2024

FORDHAM UNIVERSITY

Activity Name: ASGE 6145: Leading for Equity and Social Justice Activity Code:

Activity Code: NYC-24-006-020

Sub Title: ASGE 6145

of Sessions: 2

Min Awards: 3.0

Max Awards: 3.0

Description: Provides understanding and knowledge of the various cultural and ethnic groups in America and how they have impacted society and vice versa; explores concepts, issues, and dilemmas related to a multicultural, diverse society from both a historical and contemporary perspective; develops strategies to understand dynamics of the school community; and proposes solutions to meet challenges of a diverse society.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Instructor(s):

Session Date	Time	Room	Location
05/22/2024	AM	AM	Fordham University-Online Asynchronous
07/01/2024	AM	AM	Fordham University-Online Asynchronous

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
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FORDHAM UNIVERSITY

Activity Name: ASGE 6322. School Finance

Activity Code: NYC-24-006-021

Sub Title: ASGE 6322

Min Awards: 3.0

of Sessions: 2

Max Awards: 3.0

Description: Theory and practice of property taxation, tax and educational equity issues, understanding state school aid, and alternatives to existing funding patterns. It also considers the management of financial resources at the district and site level.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Instructor(s):

Session Date	Time	Room	Location
07/01/2024	AM	AM	Fordham University-Online Asynchronous
08/05/2024	AM	AM	Fordham University-Online Asynchronous

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
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FORDHAM UNIVERSITY

Activity Name: ASGE 6325: Education Law, Policy & Advocacy

Activity Code: NYC-24-006-022

Sub Title: ASGE 6325

Min Awards: 3.0

of Sessions: 5

Max Awards: 3.0

Description: The legal status of the pupil, the teacher, and the superintendent; liabilities of school boards; inter-relationships of the school and the state. The interrelationships of the school board and municipality, as well as labor laws.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Instructor(s):

Session Date	Time	Room	Location
07/11/2024	9:00AM - 5:00PM		Fordham University: Lincoln Center Campus
07/12/2024	9:00AM - 5:00PM		Fordham University: Lincoln Center Campus
07/15/2024	9:00AM - 5:00PM		Fordham University: Lincoln Center Campus
07/16/2024	9:00AM - 5:00PM		Fordham University: Lincoln Center Campus
07/17/2024	9:00AM - 5:00PM		Fordham University: Lincoln Center Campus

FORDHAM UNIVERSITY – LINCOLN CENTER CAMPUS 113 WEST 60 TH STREET NEW YORK, NEW YORK 10023

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Summer 2024**

MANHATTAN COLLEGE

INTRODUCTION

School Building Leadership programs at Manhattan College provide a **master degree** (MS Ed in School Building Leadership), and an **Advanced Certificate** in School Building Leadership

These programs specialize in preparation and development programs for leaders in public and private, charter and faith-based pre-school, elementary, middle, and secondary schools:

- Teacher Leaders
- Assistant Principals
- Charter School Administrators
- Staff Developers and/or Supervisors
- Special Education Coordinators and/or Administrators
- Grade Level and Subject Area Coordinators
- Technology Coordinators, Department Chairs. Athletic Directors
- Principals, Headmasters, Heads of School.

Courses are offered synchronously and attended remotely.

Read each Summer 2024 course description carefully so you know if you are eligible to take the course.

To take Title IIA courses at Manhattan College, you must **COMPLETE TWO APPLICATIONS:**

1. **with the Title IIA Office through Protraxx. Your principal must approve your ProTraxx registration. For more information, contact the Title IIA Director ABaumis@schools.nyc.gov**
2. **with Manhattan College. Apply online. For more information contact the Graduate Admissions Office (gradadmit@manhattan.edu)**

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Summer 2024**

NYC Bureau of Nonpublic School Reimbursable Services

65 Court Street
Brooklyn , NY 11201
Phone: 718-935-4975
Fax: 718-935-4571

Professional Development Program for 05/02/2024 to 08/22/2024

MANHATTAN COLLEGE

Activity Name: EDUG 600: Orientation to School Building Leadership **Activity Code:** NYC-24-002-020
Sub Title: EDUG 600 **# of Sessions:** 6
Min Awards: 3.0 **Max Awards:** 3.0

Description: This is a REQUIRED course for those admitted to the School Building Leadership (SBL) program and is offered online with synchronous sessions. This orientation addresses technology resources used in all coursework, Course Related Leadership Activities (CRLAs), the Leadership Experience (the Internship), required documentation for the program completion, and information about the New York State examination for school building leader certification.

3 Graduate Credits

Max Attendance: 50
Subject Area: [Administration & Supervision]
Target Audience: [Administrators], [Teachers]

Instructor(s):

Session Date	Time	Room	Location
05/02/2024	4:30PM - 6:30PM		Manhattan College - Synchronous Online
05/16/2024	4:30PM - 6:30PM		Manhattan College - Synchronous Online
05/30/2024	4:30PM - 6:30PM		Manhattan College - Synchronous Online
06/13/2024	4:30PM - 6:30PM		Manhattan College - Synchronous Online
06/27/2024	4:30PM - 6:30PM		Manhattan College - Synchronous Online
07/11/2024	4:30PM - 6:30PM		Manhattan College - Synchronous Online

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
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MANHATTAN COLLEGE

Activity Name: EDUG 600: Orientation to School Building Leadership **Activity Code:** NYC-24-002-021
Sub Title: EDUG 600 **# of Sessions:** 3
Min Awards: 3.0 **Max Awards:** 3.0

Description: This is a REQUIRED course for those admitted to the School Building Leadership (SBL) program and is offered online with synchronous sessions. This orientation addresses technology resources used in all coursework, Course Related Leadership Activities (CRLAs), the Leadership Experience (the Internship), required documentation for the program completion, and information about the New York State examination for school building leader certification.

3 Graduate Credits

Max Attendance: 50
Subject Area: [Administration & Supervision]
Target Audience: [Administrators], [Teachers]

Instructor(s):

Session Date	Time	Room	Location
08/20/2024	3:00PM - 7:00PM		Manhattan College - Synchronous Online
08/21/2024	3:00PM - 7:00PM		Manhattan College - Synchronous Online
08/22/2024	3:00PM - 7:00PM		Manhattan College - Synchronous Online

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
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MANHATTAN COLLEGE

Activity Name: EDUG 740: School Law for Educators
Sub Title: EDUG 740
Min Awards: 3.0

Activity Code: NYC-24-002-022
of Sessions: 7
Max Awards: 3.0

Description: This REQUIRED Law course can be used for the master degree or the Advanced Certificate. Participants will explore legal issues concerned with the rights of students, parents, and professional personnel; negligence, equal opportunity, public and private schools court cases analyzed. Exploration of ethical behavior; application of statutes and regulations as required by law and implementation of school policies. Satisfies the requirement for Child Abuse Recognition and Reporting and Safe Schools legislation. Course related leadership activities required.

3 Graduate Credits

Max Attendance: 50
Subject Area: [Administration & Supervision]
Target Audience: [Administrators], [Teachers]

Instructor(s):

Session Date	Time	Room	Location
05/07/2024	4:30PM - 8:30PM		Manhattan College - Synchronous Online
05/21/2024	4:30PM - 8:30PM		Manhattan College - Synchronous Online
06/04/2024	4:30PM - 8:30PM		Manhattan College - Synchronous Online
06/18/2024	4:30PM - 8:30PM		Manhattan College - Synchronous Online
07/02/2024	4:30PM - 8:30PM		Manhattan College - Synchronous Online
07/16/2024	4:30PM - 8:30PM		Manhattan College - Synchronous Online
07/30/2024	4:30PM - 8:30PM		Manhattan College - Synchronous Online

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
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MANHATTAN COLLEGE

Activity Name: EDUG 748: Internship/Seminar I: School Building Leadership **Activity Code:** NYC-24-002-024
Sub Title: EDUG 748 **# of Sessions:** 7
Min Awards: 3.0 **Max Awards:** 3.0

Description: This seminar integrates all previous course work learning, uses a problem solving approach to issues affecting administrators in elementary and secondary schools in urban or suburban areas. This course requires 15 hours of seminar and 250 hours of field work. Pre-requisites: 18 credits in core courses taken at Manhattan College with a GPA of 3.0 or better; 100 hours of course related field experiences in leadership, and permission of Program Director. Credit for this course requires successful completion of EDUG 889: Internship/Seminar 2

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Instructor(s):

Session Date	Time	Room	Location
05/07/2024	4:30PM - 8:30PM		Manhattan College - Synchronous Online
05/21/2024	4:30PM - 8:30PM		Manhattan College - Synchronous Online
06/04/2024	4:30PM - 8:30PM		Manhattan College - Synchronous Online
06/18/2024	4:30PM - 8:30PM		Manhattan College - Synchronous Online
07/02/2024	4:30PM - 8:30PM		Manhattan College - Synchronous Online
07/16/2024	4:30PM - 8:30PM		Manhattan College - Synchronous Online
07/30/2024	4:30PM - 8:30PM		Manhattan College - Synchronous Online

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Summer 2024**

MANHATTAN COLLEGE

Activity Name: EDUG 889: Internship/Seminar 2
Sub Title: EDUG 889
Min Awards: 3.0

Activity Code: NYC-24-002-025
of Sessions: 6
Max Awards: 3.0

Description: This course is for those completing the internship. Registration for this course requires current or prior registration in EDUG 748: Internship/Seminar 1. This course is designed for ongoing supervision of the capstone leadership experience, completion of the internship improvement initiative, the internship improvement impact statement, the internship portfolio, and exhibit of competencies. Participants complete 15 hours of seminar, 150 of internship activities in the field, and all required documentation of the internship. Internship/Seminar 1 and 2 comprise 400 hours of internship activities that can be complete in 15 weeks full time or 30 weeks parttime.

3 Graduate Credits

Max Attendance: 50
Subject Area: [Administration & Supervision]
Target Audience: [Administrators], [Teachers]

Instructor(s):

Session Date	Time	Room	Location
05/17/2024	6:35PM - 8:35PM		Manhattan College - Synchronous Online
05/31/2024	6:35PM - 8:35PM		Manhattan College - Synchronous Online
06/07/2024	6:35PM - 8:35PM		Manhattan College - Synchronous Online
06/21/2024	6:35PM - 8:35PM		Manhattan College - Synchronous Online
07/05/2024	6:35PM - 8:35PM		Manhattan College - Synchronous Online
07/19/2024	6:35PM - 8:35PM		Manhattan College - Synchronous Online

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Summer 2024**

MERCY COLLEGE

INTRODUCTION

The Mercy College Degree in School Building Leadership Master's Degree program prepares practicing teachers and other eligible school personnel to assume leadership and supervisory roles within today's multi-faceted school systems. The programs of graduate study in School Building Leadership include course work in management and supervision, as well as current issues in educational administration with a strong emphasis on Culturally Responsive Leadership theories and practice. The program includes an administrative internship which qualifies the individual for New York State Initial and Professional Certification as a school building leader. This certification is appropriate for such positions as principal, supervisor, department administrator, assistant principal, and coordinator.

For a more detailed description of the Mercy College School Building Leadership program, please refer to the Mercy College website at: <http://grad.mercy.edu/schooladmin/index.htm> or email rrudnitski@mercy.edu

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Brooklyn , NY 11201
Phone: 718-935-4975
Fax: 718-935-4571

Professional Development Program for 05/29/2024 to 08/09/2024

MERCY COLLEGE

Activity Name: EDSA 520 DL Theory to Practice

Activity Code: NYC-24-003-022

Sub Title: EDSA 520 DL

Min Awards: 3.0

of Sessions: 2

Max Awards: 3.0

Description: This course stresses developmental cognitive and social/emotional processes and their impact on teaching and learning, the principles of curriculum development, the role of school personnel, curriculum goals and objectives, the characteristics of excellent teachers, the role of technology in the post-Covid 19 era, effective instructional leadership, what students must learn, differentiated instruction, multicultural education, and data driven decision making. The learning activities for this course are designed to prepare each student with essential knowledge and competencies for effective instructional leadership and curriculum development and the supervision of teachers in implementing effective pedagogical strategies in this millennium. Eighteen hours of field experience required. Eighteen (18) hours of fieldwork.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Instructor(s):

Session Date	Time	Room	Location
05/29/2024	AM	AM	Mercy College - Asynchronous Online
08/09/2024	AM	AM	Mercy College - Asynchronous Online

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Summer 2024**

MERCY COLLEGE

Activity Name: EDSA 555 DL: Education Finance and Management

Activity Code: NYC-24-003-023

Sub Title: EDSA 555 DL

Min Awards: 3.0

of Sessions: 2

Max Awards: 3.0

Description: Federal, state, and local support of education will be analyzed in this course. The influence of economic, political, and demographic factors on the financing of education will be explored. Principles and practices of sound school business management will be emphasized in relation to sound accounting and budget procedures and the equitable allocation of resources in a diverse society. The construction of individual school budgets and their relationship to the district budget will be considered. Eighteen hours of field experience required.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Instructor(s):

Session Date	Time	Room	Location
05/29/2024	AM	AM	Mercy College - Asynchronous Online
08/09/2024	AM	AM	Mercy College - Asynchronous Online

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Summer 2024**

MERCY COLLEGE

Activity Name: EDSA 580 DL: Clinic for School Administrators

Activity Code: NYC-24-003-024

Sub Title: EDSA 580 DL

Min Awards: 3.0

of Sessions: 2

Max Awards: 3.0

Description: Candidates consider current issues, problems, and opportunities in contemporary school systems. Areas of analysis include using data in equity audits to improve educational opportunities for all students and for creating effective inclusive school culture, while involving families and communities. Strategic planning is utilized to plan and meet challenging standards and goals. Eighteen hours of field experience are required.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Instructor(s):

Session Date	Time	Room	Location
05/29/2024	AM	AM	Mercy College - Asynchronous Online
08/09/2024	AM	AM	Mercy College - Asynchronous Online

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Summer 2024**

MERCY COLLEGE

Activity Name: EDSA 590 DL Internship I

Activity Code: NYC-24-003-025

Sub Title: EDSA 590 DL

Min Awards: 3.0

of Sessions: 2

Max Awards: 3.0

Description: The Building Internship experience is designed to provide candidates with a minimum of 500 hours of significant field experiences over two semesters (250 hours each semester). School building leadership candidates synthesize and apply current knowledge within a school environment and develop the professional skills specified in the national and state Professional Standards for Educational Leaders (PSEL). The internship provides an opportunity for candidates to discover their own strengths, talents, leadership styles, needs, and interests. This experience enables candidates (under the auspices of an experienced supervisor and college instructor) to apply supervisory and administrative skills to pragmatic school situations and experience the ongoing responsibilities of a practicing, effective school leader.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Instructor(s):

Session Date	Time	Room	Location
05/29/2024	AM	AM	Mercy College - Asynchronous Online
08/09/2024	AM	AM	Mercy College - Asynchronous Online

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
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MERCY COLLEGE

Activity Name: EDSA 591DL: Internship II

Activity Code: NYC-24-003-026

Sub Title: EDSA 591DL

Min Awards: 3.0

of Sessions: 2

Max Awards: 3.0

Description: This is continuation of the Building level internship (EDSA591DL). This experience is intended to provide candidates with a minimum of 250 hours of significant field experiences and clinical internship practices for school building leadership candidates within a school environment to synthesize and apply current knowledge and develop the professional skills specified in the national and state Professional Standards for Educational Leaders (PSEL). The internship provides an opportunity for candidates to discover their own strengths, talents, leadership styles, needs, and interests. This training enables candidates (under the auspices of an experienced supervisor and college instructor) to apply supervisory and administrative skills to pragmatic school situations and experience the ongoing responsibilities of a practicing, effective school leader.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Instructor(s):

Session Date	Time	Room	Location
05/29/2024	AM	AM	Mercy College - Asynchronous Online
08/09/2024	AM	AM	Mercy College - Asynchronous Online

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Summer 2024**

**St. John's University
Non-Public School Leaders (NPSL)
Title IIA Professional Development Program
Summer 2024 Catalog**

Department of Administrative and Instructional Leadership
School of Education
Coordinator: Joan Birringer-Haig

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Summer 2024**

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**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Summer 2024**

Specific Features of Summer 2024 Catalog

- All courses are offered as asynchronous online courses.
- All courses will be offered within the Summer I term (May 28-July 2).
- Important dates can be found on the [SJU Academic Calendar](#) webpage.
- Courses are subject to change by the University and based on enrollment.
- It is recommended that students consult with their advisor before registering for coursework.

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Summer 2024**

NYC Office of Nonpublic Schools

65 Court Street
Brooklyn , NY 11201
Phone: 718-935-4975
Fax: 718-935-4571

Professional Development Program for 05/28/2024 to 07/02/2024

ST. JOHN'S UNIVERSITY

Activity Name: EDU 5103: Educational Governance and Policy Issues

Activity Code: NYC-24-004-022

Sub Title: EDU 5103

of Sessions: 2

Min Awards: 3.0

Max Awards: 3.0

Description: This course develops leadership abilities at the school district level in designing and executing district-wide systems to improve student achievement; communicate effectively with school boards and other constituents to develop and execute policies; and lead comprehensive long-range planning, informed by multiple data sources. Internship hours required. Credit: 3 semester hours.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Instructor(s):

Session Date	Time	Room	Location
05/28/2024	AM	AM	ONLINE
07/02/2024	AM	AM	ONLINE

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
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ST. JOHN'S UNIVERSITY

Activity Name: EDU 5418: Administrative Theory in Education

Activity Code: NYC-24-004-023

Sub Title: EDU 5418

Min Awards: 3.0

of Sessions: 2

Max Awards: 3.0

Description: This course develops understanding of theories of leadership as they apply to educational settings, and builds leadership abilities in articulating a vision with accompanying goals and objectives, planning the implementation of the vision, and incorporating multiple perspectives and alternative points of view, which include differentiated instruction and strategies for diverse populations. The development of a personal plan for improvement is emphasized. Internship hours required. Credit: 3 semester hours.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Instructor(s):

Session Date	Time	Room	Location
05/28/2024	AM	AM	ONLINE
07/02/2024	AM	AM	ONLINE

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
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ST. JOHN'S UNIVERSITY

Activity Name: EDU 5471: Leadership in Instructional Supervision

Activity Code: NYC-24-004-024

Sub Title: EDU 5471

Min Awards: 3.0

of Sessions: 2

Max Awards: 3.0

Description: This course develops leadership strategies and skills at the school building level that are essential for supervising staff within schools and leading professional development to realize the school vision and create a cohesive school culture. It discusses various supervisory approaches grounded in research on instructionally effective schools and builds leadership abilities in using differentiation strategies for adults and students, and multiple data sources to improve all aspects of the educational program.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Instructor(s):

Session Date	Time	Room	Location
05/28/2024	AM	AM	ONLINE
07/02/2024	AM	AM	ONLINE

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
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ST. JOHN'S UNIVERSITY

Activity Name: EDU 5499: SBL Capstone Course

Activity Code: NYC-24-004-025

Sub Title: EDU 5499

Min Awards: 1.0

of Sessions: 2

Max Awards: 1.0

Description: This course provides a comprehensive review of administrative principles and practices emphasized on the State licensing examination for School Building Leaders. This is the last, required 1 credit course in the Program. Capstone review and certification prep for matriculated students with more than 12 credits in the program

1 Graduate Credit

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Instructor(s):

Session Date	Time	Room	Location
05/28/2024	AM	AM	ONLINE
07/02/2024	AM	AM	ONLINE

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
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ST. JOHN'S UNIVERSITY

Activity Name: EDU 5650: School Based Data Analysis

Activity Code: NYC-24-004-026

Sub Title: EDU 5650

Min Awards: 3.0

of Sessions: 2

Max Awards: 3.0

Description: This course develops leadership abilities at the school building level in using multiple data sources to identify present issues in the school and propose solutions. The course introduces students to basic statistical tools for individual, classroom, department, and school-based data-analysis to support school improvement. It includes interpretation of standard scores and the reliability and validity of assessments. It addresses the need to implement ethical decision-making, and establish accountability systems for student achievement and fiscal responsibility. Internship hours required. Credit: 3 semester hours.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Instructor(s):

Session Date	Time	Room	Location
05/28/2024	AM	AM	ONLINE
07/02/2024	AM	AM	ONLINE

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
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ST. JOHN'S UNIVERSITY

Activity Name: EDU 5651: School Community Relations in Education

Activity Code: NYC-24-004-027

Sub Title: EDU 5651

of Sessions: 2

Min Awards: 3.0

Max Awards: 3.0

Description: This course develops leadership abilities at the school building level in communicating and working effectively with community members and organizations to build support for improving student engagement and achievement, and create opportunities for student learning and growth. It includes developing long-range planning for building student, family, and community relationships to identify issues and propose solutions. Internship hours required. Credit: 3 semester hours.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Instructor(s):

Session Date	Time	Room	Location
05/28/2024	AM	AM	ONLINE
07/02/2024	AM	AM	ONLINE

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
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ST. JOHN'S UNIVERSITY

Activity Name: EDU 5743: Educational Planning: An Integration of Professional Capital Agendas

Activity Code: NYC-24-004-028

Sub Title: EDU 5743

of Sessions: 2

Min Awards: 3.0

Max Awards: 3.0

Description: Building upon the framework of 21st Century Shared Leadership model, the course focuses on developing human capital to improve teacher and staff effectiveness and student achievement. The course will investigate professional learning communities, recruitment and retaining teachers/staff, mentoring plans, professional development, coaching, and educational policies. Global initiatives are explored through the connection of local, state and federal agendas. Those “lenses” that are specified and explicated by students within the course place a major emphasis on improving leadership practices through the analysis of case studies, panel discussions, team work, video reviews and simulations. Credit: 3 semester hours.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Instructor(s):

Session Date	Time	Room	Location
05/28/2024	AM	AM	ONLINE
07/02/2024	AM	AM	ONLINE

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
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Summer 2024**

ST. JOHN'S UNIVERSITY

Activity Name: EDU 5761: School-Based Business Administration for Administrators and Supervisors

Activity Code: NYC-24-004-029

Sub Title: EDU 5761

of Sessions: 2

Min Awards: 3.0

Max Awards: 3.0

Description: This course develops leadership at the school building and school district levels in identifying revenue sources, forecasting building and district expenditures, applying accounting principles, developing data-informed facility and personnel plans, and implementing a strategic business plan in accordance with ethical principles and federal and state regulations. Internship hours required. Credit: 3 semester hours.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Instructor(s):

Session Date	Time	Room	Location
05/28/2024	AM	AM	ONLINE
07/02/2024	AM	AM	ONLINE

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
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ST. JOHN'S UNIVERSITY

Activity Name: EDU 5791: Legal Aspects of the Administration of Schools

Activity Code: NYC-24-004-030

Sub Title: EDU 5791

Min Awards: 3.0

of Sessions: 2

Max Awards: 3.0

Description: This course develops leadership abilities at the school building level in setting standards for ethical behavior by example; encouraging initiative, innovation, collaboration, and mutual respect; and applying statutes and regulations and implementing school policies in accordance with ethical principles, and federal and state laws, including managing personnel issues, resolving conflicts, and implementing mandated services. Internship hours required. Credit: 3 semester hours.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Instructor(s):

Session Date	Time	Room	Location
05/28/2024	AM	AM	ONLINE
07/02/2024	AM	AM	ONLINE

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
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ST. JOHN'S UNIVERSITY

Activity Name: EDU 5811: Administration and Supervision of Services for Diverse Students

Activity Code: NYC-24-004-031

Sub Title: EDU 5811

of Sessions: 2

Min Awards: 3.0

Max Awards: 3.0

Description: This course develops leadership abilities at the school building and school district levels in planning, organizing, implementing, and evaluating support services for students with special education needs, English language learners, and other groups with learning needs to maximize their educational outcomes. The course includes establishing accountability systems for support services, and applying statutes and regulations as required by federal and state laws. Internship hours required. Credit: 3 semester hours.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Instructor(s):

Session Date	Time	Room	Location
05/28/2024	AM	AM	ONLINE
07/02/2024	AM	AM	ONLINE

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
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ST. JOHN'S UNIVERSITY

Activity Name: EDU 5950: School Building Leader Internship

Activity Code: NYC-24-004-032

Sub Title: EDU 5950

Min Awards: 3.0

of Sessions: 2

Max Awards: 3.0

Description: The SBL Internship develops leadership at the school building level by facilitating hands-on experiences in every aspect of school administration, accompanied by reflective analyses, and connections between evidence-based research and practice. Credit: 3 semester hours.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Instructor(s):

Session Date	Time	Room	Location
05/28/2024	AM	AM	ONLINE
07/02/2024	AM	AM	ONLINE
