



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

Spring 2023

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



Mark Otto, Executive Director
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
Spring 2023**

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 school teachers 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 2023 SBL enrollments will be contingent upon the availability of active contracts with each college/university.

Procedures for Requesting Enrollment: Applicants

Requesting enrollments for Spring 2023 Title IIA SBL courses will take place ***online beginning the week of October 17, 2022 and will end on Friday, November 4, 2022 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. If you are a principal requesting enrollment, you must still affirm your request for enrollment using the school login and password on PROTRAXX.

To request enrollments for courses login to the website at:

www.PROTRAXX.com

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.

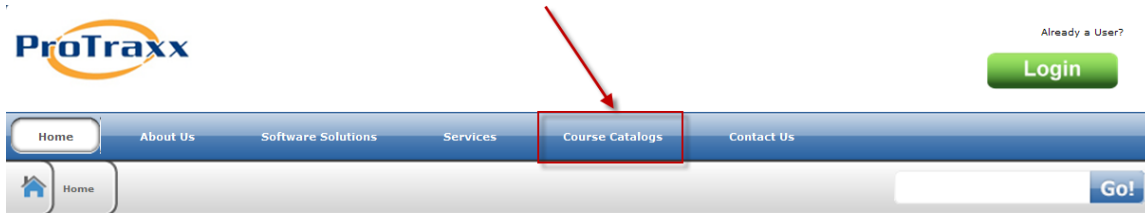
Participants will be permitted to register for a maximum of 2 courses. **Only those participants who have been accepted and confirmed by the Title IIA office will receive notification confirming their request for enrollment by email.** Applicants will not be permitted to enroll in any SBL course without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

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Spring 2023**

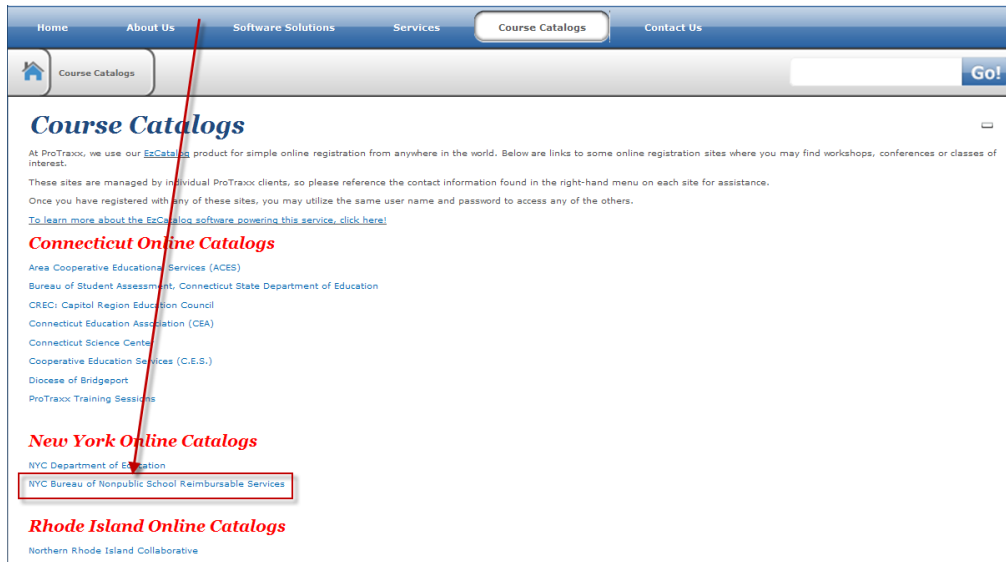
HOW TO NAVIGATE THE PROTRAXX SYSTEM

ENROLLING

1. Log on to www.PROTRAXX.com .
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*.



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 precede with registered user instructions.

REGISTERED USER

- At the bottom of the page, enter username and password, click 'login here.'

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- “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

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

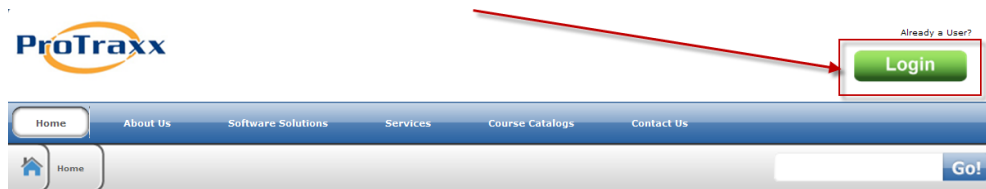
PENDING You have successfully requested enrollment in an activity.

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

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.

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
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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**.

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Spring 2023**

BROOKLYN COLLEGE

Activity Name: SPCL 7756: Colloquium in Educational Leadership

Activity Code: NYC-23-005-003

Sub Title: SPCL 7756

Min Awards: 3.0

of Sessions: 15

Max Awards: 3.0

Description: Selected aspects of educational leadership through lectures, readings, case analyses, and directed on-site assignments. Students devote 75 hours to supervised field work during the term. Topics include 1) visioning and goal setting; 2) leading and supervising learning; 3) managing operations and resources; 4) collaboration and positive relationships; 5) accountability, equity and ethics; 6) advocacy, influence and change. Prerequisites: Permission of the Program Coordinator of the Educational Leadership Program

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Session Date	Time	Location
01/31/2023	6:05PM - 7:45PM	Brooklyn College, CUNY
02/07/2023	6:05PM - 7:45PM	Brooklyn College, CUNY
02/14/2023	6:05PM - 7:45PM	Brooklyn College, CUNY
02/21/2023	6:05PM - 7:45PM	Brooklyn College, CUNY
02/28/2023	6:05PM - 7:45PM	Brooklyn College, CUNY
03/14/2023	6:05PM - 7:45PM	Brooklyn College, CUNY
03/21/2023	6:05PM - 7:45PM	Brooklyn College, CUNY
03/28/2023	6:05PM - 7:45PM	Brooklyn College, CUNY
04/04/2023	6:05PM - 7:45PM	Brooklyn College, CUNY
04/18/2023	6:05PM - 7:45PM	Brooklyn College, CUNY
04/25/2023	6:05PM - 7:45PM	Brooklyn College, CUNY
05/02/2023	6:05PM - 7:45PM	Brooklyn College, CUNY
05/09/2023	6:05PM - 7:45PM	Brooklyn College, CUNY
05/16/2023	6:05PM - 7:45PM	Brooklyn College, CUNY
05/23/2023	6:05PM - 7:45PM	Brooklyn College, CUNY

**Brooklyn College, CUNY
2900 Bedford Avenue
Brooklyn, N.Y. 11210**

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Spring 2023**

BROOKLYN COLLEGE

Activity Name: SPCL 7757T: Colloquium in Educational Leadership

Activity Code: NYC-23-005-004

Sub Title: SPCL 7757T

Min Awards: 3.0

of Sessions: 15

Max Awards: 3.0

Description: Selected aspects of educational leadership through lectures, readings, case analyses, and directed on-site assignments. Students devote 75 hours to supervised field work during the term. Topics include 1) visioning and goal setting; 2) leading and supervising learning; 3) managing operations and resources; 4) collaboration and positive relationships; 5) accountability, equity and ethics; 6) advocacy, influence and change. Prerequisites: Permission of the Program Coordinator of the Educational Leadership Program

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Session Date	Time	Location
01/31/2023	7:55PM - 9:35PM	Brooklyn College, CUNY
02/07/2023	7:55PM - 9:35PM	Brooklyn College, CUNY
02/14/2023	7:55PM - 9:35PM	Brooklyn College, CUNY
02/21/2023	7:55PM - 9:35PM	Brooklyn College, CUNY
02/28/2023	7:55PM - 9:35PM	Brooklyn College, CUNY
03/14/2023	7:55PM - 9:35PM	Brooklyn College, CUNY
03/21/2023	7:55PM - 9:35PM	Brooklyn College, CUNY
03/28/2023	7:55PM - 9:35PM	Brooklyn College, CUNY
04/04/2023	7:55PM - 9:35PM	Brooklyn College, CUNY
04/18/2023	7:55PM - 9:35PM	Brooklyn College, CUNY
04/25/2023	7:55PM - 9:35PM	Brooklyn College, CUNY
05/02/2023	7:55PM - 9:35PM	Brooklyn College, CUNY
05/09/2023	7:55PM - 9:35PM	Brooklyn College, CUNY
05/16/2023	7:55PM - 9:35PM	Brooklyn College, CUNY
05/23/2023	7:55PM - 9:35PM	Brooklyn College, CUNY

**Brooklyn College, CUNY
2900 Bedford Avenue
Brooklyn, N.Y. 11210**

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Spring 2023**



FORDHAM UNIVERSITY
THE JESUIT UNIVERSITY OF NEW YORK

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.
- As you begin this process with the ONPS and choose **FORDHAM UNIVERSITY**, contact Dr. Lori Wolff, Coordinator of this program, at ctrsl@fordham.edu for further information regarding Fordham admission procedures.
- Applicants approved by the ONPS and accepted by Fordham are required to attend an **Orientation at Fordham University prior to the start of class sessions**. Students will be contacted via their email with specific details.

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Spring 2023**

FORDHAM UNIVERSITY

Activity Name: ASGE 6338: Ethics of School Administration

Activity Code: NYC-23-006-010

Sub Title: ASGE 6338

Min Awards: 3.0

of Sessions: 15

Max Awards: 3.0

Description: Using case studies and theoretical analyses, this course examines the ethical issues that school administrators commonly face.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Session Date	Time	Location
01/23/2023	AM - AM	ONLINE
05/15/2023	AM - AM	ONLINE

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Spring 2023**

FORDHAM UNIVERSITY

Activity Name: ASGE 6338: Ethics of School Administration

Activity Code: NYC-23-006-011

Sub Title: ASGE 6338

Min Awards: 3.0

of Sessions: 15

Max Awards: 3.0

Description: Using case studies and theoretical analyses, this course examines the ethical issues that school administrators commonly face.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Session Date	Time	Location
01/23/2023	4:50PM - 6:50PM	Fordham University: Lincoln Center Campus
01/30/2023	4:50AM - 6:50PM	Fordham University: Lincoln Center Campus
02/06/2023	4:50AM - 6:50PM	Fordham University: Lincoln Center Campus
02/13/2023	4:50AM - 6:50PM	Fordham University: Lincoln Center Campus
02/27/2023	4:50AM - 6:50PM	Fordham University: Lincoln Center Campus
03/06/2023	4:50AM - 6:50PM	Fordham University: Lincoln Center Campus
03/13/2023	4:50AM - 6:50PM	Fordham University: Lincoln Center Campus
03/20/2023	4:50AM - 6:50PM	Fordham University: Lincoln Center Campus
03/27/2023	4:50AM - 6:50PM	Fordham University: Lincoln Center Campus
04/03/2023	4:50AM - 6:50PM	Fordham University: Lincoln Center Campus
04/17/2023	4:50PM - 6:50PM	Fordham University: Lincoln Center Campus
04/24/2023	4:50PM - 6:50PM	Fordham University: Lincoln Center Campus
05/01/2023	4:50PM - 6:50PM	Fordham University: Lincoln Center Campus
05/08/2023	4:50PM - 6:50PM	Fordham University: Lincoln Center Campus
05/15/2023	4:50PM - 6:50PM	Fordham University: Lincoln Center Campus

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

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Spring 2023**

FORDHAM UNIVERSITY

Activity Name: ASGE 6338: Ethics of School Administration

Activity Code: NYC-23-006-009

Sub Title: ASGE 6338

Min Awards: 3.0

of Sessions: 15

Max Awards: 3.0

Description: Using case studies and theoretical analyses, this course examines the ethical issues that school administrators commonly face.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Session Date	Time	Location
01/12/2023	4:50PM - 6:50PM	Fordham University - Bronx Campus
01/19/2023	4:50PM - 6:50PM	Fordham University - Bronx Campus
01/26/2023	4:50PM - 6:50PM	Fordham University - Bronx Campus
02/02/2023	4:50PM - 6:50PM	Fordham University - Bronx Campus
02/09/2023	4:50PM - 6:50PM	Fordham University - Bronx Campus
02/16/2023	4:50PM - 6:50PM	Fordham University - Bronx Campus
03/02/2023	4:50PM - 6:50PM	Fordham University - Bronx Campus
03/09/2023	4:50PM - 6:50PM	Fordham University - Bronx Campus
03/16/2023	4:50PM - 6:50PM	Fordham University - Bronx Campus
03/23/2023	4:50PM - 6:50PM	Fordham University - Bronx Campus
03/30/2023	4:50PM - 6:50PM	Fordham University - Bronx Campus
04/20/2023	4:50PM - 6:50PM	Fordham University - Bronx Campus
05/04/2023	4:50PM - 6:50PM	Fordham University - Bronx Campus
05/11/2023	4:50PM - 6:50PM	Fordham University - Bronx Campus
05/18/2023	4:50PM - 6:50PM	Fordham University - Bronx Campus

FORDHAM UNIVERSITY – BRONX CAMPUS

441 EAST FORDHAM ROAD
BRONX, NEW YORK 10458

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Spring 2023**

FORDHAM UNIVERSITY

Activity Name: ASGE 6461: Critical Issues in Educational Leadership

Activity Code: NYC-23-006-012

Sub Title: ASGE 6461

Min Awards: 3.0

of Sessions: 15

Max Awards: 3.0

Description: This course synthesizes research on enduring and emerging issues in administration and supervision, including retrenchment, special education, finance, and desegregation.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Session Date	Time	Location
01/23/2023	7:00PM - 9:00PM	Fordham University: Lincoln Center Campus
01/30/2023	7:00PM - 9:00PM	Fordham University: Lincoln Center Campus
02/06/2023	7:00PM - 9:00PM	Fordham University: Lincoln Center Campus
02/13/2023	7:00PM - 9:00PM	Fordham University: Lincoln Center Campus
02/27/2023	7:00PM - 9:00PM	Fordham University: Lincoln Center Campus
03/06/2023	7:00PM - 9:00PM	Fordham University: Lincoln Center Campus
03/13/2023	7:00PM - 9:00PM	Fordham University: Lincoln Center Campus
03/20/2023	7:00PM - 9:00PM	Fordham University: Lincoln Center Campus
03/27/2023	7:00PM - 9:00PM	Fordham University: Lincoln Center Campus
04/03/2023	7:00PM - 9:00PM	Fordham University: Lincoln Center Campus
04/17/2023	7:00PM - 9:00PM	Fordham University: Lincoln Center Campus
04/24/2023	7:00PM - 9:00PM	Fordham University: Lincoln Center Campus
05/01/2023	7:00PM - 9:00PM	Fordham University: Lincoln Center Campus
05/08/2023	7:00PM - 9:00PM	Fordham University: Lincoln Center Campus
05/15/2023	7:00PM - 9:00PM	Fordham University: Lincoln Center Campus

FORDHAM UNIVERSITY – LINCOLN CENTER CAMPUS

113 WEST 60TH STREET
NEW YORK, NEW YORK 10023

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Spring 2023**

FORDHAM UNIVERSITY

Activity Name: ASGE 6461: Critical Issues in Educational Leadership

Activity Code: NYC-23-006-014

Sub Title: ASGE 6461

Min Awards: 3.0

of Sessions: 15

Max Awards: 3.0

Description: This course synthesizes research on enduring and emerging issues in administration and supervision, including retrenchment, special education, finance, and desegregation.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Session Date	Time	Location
01/23/2023	AM - AM	ONLINE
05/15/2023	AM - AM	ONLINE

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Spring 2023**

FORDHAM UNIVERSITY

Activity Name: ASGE 6461: Critical Issues in Educational Leadership

Activity Code: NYC-23-006-013

Sub Title: ASGE 6461

Min Awards: 3.0

of Sessions: 15

Max Awards: 3.0

Description: This course synthesizes research on enduring and emerging issues in administration and supervision, including retrenchment, special education, finance, and desegregation.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators]

Session Date	Time	Location
01/12/2023	7:00PM - 9:00PM	Fordham University - Bronx Campus
01/19/2023	7:00PM - 9:00PM	Fordham University - Bronx Campus
01/26/2023	7:00PM - 9:00PM	Fordham University - Bronx Campus
02/02/2023	7:00PM - 9:00PM	Fordham University - Bronx Campus
02/09/2023	7:00PM - 9:00PM	Fordham University - Bronx Campus
02/16/2023	7:00PM - 9:00PM	Fordham University - Bronx Campus
03/02/2023	7:00PM - 9:00PM	Fordham University - Bronx Campus
03/09/2023	7:00PM - 9:00PM	Fordham University - Bronx Campus
03/16/2023	7:00PM - 9:00PM	Fordham University - Bronx Campus
03/23/2023	7:00PM - 9:00PM	Fordham University - Bronx Campus
03/30/2023	7:00PM - 9:00PM	Fordham University - Bronx Campus
04/20/2023	7:00PM - 9:00PM	Fordham University - Bronx Campus
05/04/2023	7:00PM - 9:00PM	Fordham University - Bronx Campus
05/11/2023	7:00PM - 9:00PM	Fordham University - Bronx Campus
05/18/2023	7:00PM - 9:00PM	Fordham University - Bronx Campus

FORDHAM UNIVERSITY – BRONX CAMPUS

441 EAST FORDHAM ROAD
BRONX, NEW YORK 10458

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Spring 2023**

FORDHAM UNIVERSITY

Activity Name: ASGE 6521: Internship II

Activity Code: NYC-23-006-016

Sub Title: ASGE 6521

Min Awards: 3.0

of Sessions: 2

Max Awards: 3.0

Description: The course focuses on the systematic observation and planned participation in the administrative and supervisory activities of an urban or suburban school. The course, with its partner course ASGE 6520, focuses on the role of the school leader in terms of ethical and legal responsibilities, knowledge of budgeting, the use of instructional data, and the necessary disposition needed to ensure that all students in the schools they will lead will have the greatest opportunity for academic success. Prerequisite: Students must have completed ASGE 6520 Internship I and 21-24 credits before applying. Note: Interns must complete a total of 220 hours for Internship II – approximately 16-18 hours per week in a school. It is recommended that students exceed the 220 hours course minimum. Interns and the host school principal will be visited several times on site by the Professor. There will be 2-6 seminar sessions held throughout the semester with times and dates selected collaboratively between interns and Professor. In addition, individual site visits also will be scheduled collaboratively by the Professor with the intern and host principal.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Session Date	Time	Location
01/23/2023	AM - AM	ONLINE - synchronous
05/15/2023	AM - AM	ONLINE - synchronous

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Spring 2023**

FORDHAM UNIVERSITY

Activity Name: ASGE 6521: Internship II

Activity Code: NYC-23-006-015

Sub Title: ASGE 6521

Min Awards: 3.0

of Sessions: 6

Max Awards: 3.0

Description: The course focuses on the systematic observation and planned participation in the administrative and supervisory activities of an urban or suburban school. The course, with its partner course ASGE 6520, focuses on the role of the school leader in terms of ethical and legal responsibilities, knowledge of budgeting, the use of instructional data, and the necessary disposition needed to ensure that all students in the schools they will lead will have the greatest opportunity for academic success. Prerequisite: Students must have completed ASGE 6520 Internship I and 21-24 credits before applying. Note: Interns must complete a total of 220 hours for Internship II – approximately 16-18 hours per week in a school. It is recommended that students exceed the 220 hours course minimum. Interns and the host school principal will be visited several times on site by the Professor. There will be 6 seminar sessions held throughout the semester and site visits will also be scheduled collaboratively by the Professor with the intern and host principal.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Session Date	Time	Location
01/11/2023	7:00PM - 9:00PM	Fordham University: Lincoln Center Campus
02/01/2023	7:00PM - 9:00PM	Fordham University: Lincoln Center Campus
03/01/2023	7:00PM - 9:00PM	Fordham University: Lincoln Center Campus
03/29/2023	7:00PM - 9:00PM	Fordham University: Lincoln Center Campus
04/26/2023	7:00PM - 9:00PM	Fordham University: Lincoln Center Campus
05/17/2023	7:00PM - 9:00PM	Fordham University: Lincoln Center Campus

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

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Spring 2023**

MANHATTAN COLLEGE

INTRODUCTION

Educational Leadership courses at Manhattan College are for the **masters degree** and the post-master's **advanced certificate** both of which lead to NYS Educational Leadership certification. Most courses are also available for **professional development and CTLE hours**. Courses are taught face to face, **remotely** using Zoom or Google Meet:

- **synchronously and asynchronously**
- **as online or independent study courses**
- **in accelerated format of seven-week courses**

Course participants have webmail services, remote access to the college library, and technology services

<p>The accelerated Advanced Certificate program leading to Educational Leadership certification requires a master degree for admission and 24 credits (8 courses) to complete:</p> <p style="text-align: center;">6 core courses (18 credits) internship courses (6 credits) semesters to complete</p>	<p>The Master of Science Degree (MS Ed) in Educational Leadership requires a baccalaureate or masters degree for admission and 33 credits (11 courses) to complete</p> <p style="text-align: center;">6 core courses (18 credits) internship courses (6 credits)</p> <p style="margin-left: 40px;">1 orientation course (3 credits)</p> <p style="margin-left: 80px;">1 research course (3 credits)</p> <p style="margin-left: 120px;">1 elective (3 credits)</p> <p style="text-align: center;">6 semesters to complete</p>
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An Orientation course – EDUG 600 -- helps new participants navigate the technology resources of Manhattan College, use the online learning system, and gain an overview of the schedule they will follow, course requirements, assignments, and REQUIRED documentation.

- | | |
|---------------------------------------|---|
| Six core Courses (18 credits): | Educational Leadership, Decision-making, and Change
Contemporary Management Functions
Education Law
Curriculum Development and Adaptation
Evaluating Teacher, Principal, and School Effectiveness
Supervision for the Improvement of Instruction |
| An Internship (6 credits) | Internship/Seminar 1
Internship/Seminar 2 |
| Add for the masters degree: | 1 research course (3 credits) integrated with the internship
1 elective (3 credits) |

FOR MORE INFORMATION: Dr. Remigia Kushner, [Program Director](#)

YOU MUST complete TWO applications:

1. the first with the Title IIA Office through Protraxx (Contact ABAumis@schools.nyc.gov for more information)
2. the second [with Manhattan College: School Building Leadership info; online application](#) form (Contact [Graduate Admissions](#) at Manhattan College or call 718-862-8200 for more information or for help with the online application)

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Spring 2023**

MANHATTAN COLLEGE

Activity Name: EDUG 600: Orientation to Educational Leadership

Activity Code: NYC-23-002-009

Sub Title: EDUG 600

Min Awards: 3.0

of Sessions: 3

Max Awards: 3.0

Description: This course is REQUIRED for all those admitted to the Educational Leadership program and must be taken at the start of the program. This orientation addresses technology resources for coursework, course related field activities, the internship, REQUIRED documentation for program completion, and the New York State certification examination. ONLINE assignments will also be included. The work for this course is done in class with instructor assistance.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Session Date	Time	Location
01/11/2023	4:00PM - 6:30PM	Manhattan College - Synchronous Online
01/12/2023	4:00PM - 6:30PM	Manhattan College - Synchronous Online
01/13/2023	4:00PM - 6:30PM	Manhattan College - Synchronous Online

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Spring 2023**

Activity Name: EDUG 713: Methods in Psychological and Educational Research

Activity Code: NYC-23-002-010

Sub Title: EDUG 713

of Sessions: 16

Min Awards: 3.0

Max Awards: 3.0

Description: This course is REQUIRED for the master degree in Educational Leadership. This course may be waived and another substituted if a prior research thesis was successfully completed for another Master Degree. Participants will design a research proposal; apply techniques and format of research writing, complete three sections of the REQUIRED research proposal related to the participant's program of study.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Instructor(s):

Session Date	Time	Room	Location
01/19/2023	4:30PM - 6:20PM		MANHATTAN COLLEGE
01/26/2023	4:30PM - 6:20PM		Manhattan College - Synchronous Online
02/02/2023	4:30PM - 6:20PM		Manhattan College - Synchronous Online
02/09/2023	4:30PM - 6:20PM		Manhattan College - Synchronous Online
02/16/2023	4:30PM - 6:20PM		Manhattan College - Synchronous Online
02/23/2023	AM - AM		Manhattan College - Asynchronous Online
03/02/2023	4:30PM - 6:20PM		Manhattan College - Synchronous Online
03/09/2023	4:30PM - 6:20PM		Manhattan College - Synchronous Online
03/16/2023	AM - AM		Manhattan College - Asynchronous Online
03/23/2023	4:30PM - 6:20PM		Manhattan College - Synchronous Online
03/30/2023	4:30PM - 6:20PM		Manhattan College - Synchronous Online
04/06/2023	AM - AM		Manhattan College - Asynchronous Online
04/13/2023	4:30PM - 6:20PM		Manhattan College - Synchronous Online
04/20/2023	4:30PM - 6:20PM		Manhattan College - Synchronous Online
04/27/2023	4:30PM - 6:20PM		Manhattan College - Synchronous Online
05/04/2023	4:30PM - 6:20PM		Manhattan College - Synchronous Online

Manhattan College
4513 Manhattan College Parkway
Bronx, New York 10471

Room 435 Memorial Hall

Online & Remote Access will be by link to google.meet or Zoom

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Spring 2023**

Activity Name: EDUG 738: Evaluating Program Effectiveness

Activity Code: NYC-23-002-011

Sub Title: EDUG 738

Min Awards: 3.0

of Sessions: 7

Max Awards: 3.0

Description: This course is REQUIRED for the master degree or post master's advanced certificate in Educational Leadership. It is also suitable for professional development and CTLE hours. Participants will consider models, current practices, strategies, and a variety of data sources for determining organizational, personnel, and program effectiveness; strategize to involve constituents, stakeholders, and staff in assessing effectiveness and accountability for meeting standards; examine self-study and accrediting agency evaluation processes; integrate authentic, and alternative assessment; use data-based results to improve school and program effectiveness. 738 requires 15-20 hours of course related field activity.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Session Date	Time	Location
01/18/2023	4:30PM - 8:20PM	Manhattan College - Synchronous Online
01/25/2023	4:30PM - 8:20PM	Manhattan College - Synchronous Online
02/01/2023	4:30PM - 8:20PM	Manhattan College - Synchronous Online
02/08/2023	4:30PM - 8:20PM	Manhattan College - Synchronous Online
02/15/2023	4:30PM - 8:20PM	Manhattan College - Synchronous Online
02/22/2023	4:30PM - 8:20PM	Manhattan College - Synchronous Online
03/01/2023	4:30PM - 8:20PM	Manhattan College - Synchronous Online

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Spring 2023**

Activity Name: EDUG 745: Curriculum Development and Adaptation

Activity Code: NYC-23-002-012

Sub Title: EDUG 745

of Sessions: 7

Min Awards: 3.0

Max Awards: 3.0

Description: This course is REQUIRED for the master degree or post master's advanced certificate in Educational Leadership. It is also suitable for professional development or CTLE hours. EDUG745 considers principles, trends, and techniques of developmentally appropriate curriculum planning for early childhood through secondary schools; adaptation of curriculum to differentiate instruction and meet special needs; the role of the teacher, district and local supervisor and principal to facilitate meeting state curriculum standards and to adapt curriculum for effective instructional delivery. Participants will examine curriculum issues related to facilitating instructional delivery and instructional leadership with technology; standards based teaching and learning that assists students to meet state standards, including those with special needs, English language learners, learners of English as a new language, and gifted and talented. Course related field application is required.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Session Date	Time	Location
03/15/2023	4:30PM - 8:20PM	MANHATTAN COLLEGE
03/22/2023	4:30PM - 8:20PM	MANHATTAN COLLEGE
03/29/2023	4:30PM - 8:20PM	MANHATTAN COLLEGE
04/05/2023	4:30PM - 8:20PM	MANHATTAN COLLEGE
04/12/2023	4:30PM - 8:20PM	MANHATTAN COLLEGE
04/26/2023	4:30PM - 8:20PM	MANHATTAN COLLEGE
05/03/2023	4:30PM - 8:20PM	MANHATTAN COLLEGE

Manhattan College
4513 Manhattan College Parkway
Bronx, New York 10471

Room 435 Memorial Hall

Online & Remote Access will be by link to google.meet or Zoom

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Spring 2023**

Activity Name: EDUG 748-61: Internship/Seminar I: Educational Leadership + 250 hours of Field Work

Activity Code: NYC-23-002-013

Sub Title: EDUG 748-61

Min Awards: 3.0

of Sessions: 8

Max Awards: 3.0

Description: Internship/Seminar I is REQUIRED for the master degree or post master's advanced certificate in Educational Leadership. The internship integrates all previous learning experiences of the aspiring and practicing school leader, uses a problem solving approach to issues affecting administrators in elementary and secondary schools in urban or suburban areas. A co-requirement for this course is at least 250 hours of field experience as an administrative intern, an internship portfolio, an internship improvement initiative, logs, journals, and a digital presentation. Prerequisites: 18 applicable credits taken at Manhattan College and appropriate GPA in program; course related field activities, and permission of Program Director.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Session Date	Time		Location
01/10/2023	4:00PM - 6:20PM	Orientation	Manhattan College - Synchronous Online
01/24/2023	4:30PM - 6:20PM		Manhattan College - Synchronous Online
02/07/2023	4:30PM - 6:20PM		Manhattan College - Synchronous Online
02/28/2023	4:30PM - 6:20PM		Manhattan College - Synchronous Online
03/07/2023	4:30PM - 6:20PM		Manhattan College - Synchronous Online
03/28/2023	4:30PM - 6:20PM		Manhattan College - Synchronous Online
04/04/2023	4:30PM - 6:20PM		Manhattan College - Synchronous Online
04/25/2023	4:30PM - 6:20PM		Manhattan College - Synchronous Online

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Spring 2023**

Activity Name: EDUG 845-61: Computer and Technology Utilization for Instructional Delivery

Activity Code: NYC-23-002-014

Sub Title: EDUG 845-61

of Sessions: 7

Min Awards: 3.0

Max Awards: 3.0

Description: This course is an ELECTIVE for the master degree in Educational Leadership. It is also suitable for Professional Development, CTLE hours, and toward CTE, Educational Technology Specialist Certification. Role of the intern, teacher, supervisor, consultant, and/or administrator in improving teaching/learning by survey of technology for curriculum enhancement. Strategies for staff development/collaboration to assess effectiveness of such programs, and meeting NYSED MST and ISTE standards for curriculum planning and instruction. Field experience will include exploration of existing programs that use technology to improve instruction. Opportunity for hands-on experiences (lab) to investigate software and hardware. Field experience required.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Session Date	Time	Location
01/19/2023	4:30PM - 6:20PM	Manhattan College - Synchronous Online
01/26/2023	4:30PM - 6:20PM	Manhattan College - Synchronous Online
02/02/2023	4:30PM - 6:20PM	Manhattan College - Synchronous Online
02/09/2023	4:30PM - 6:20PM	Manhattan College - Synchronous Online
02/16/2023	4:30PM - 6:20PM	Manhattan College - Synchronous Online
02/23/2023	AM - AM	ONLINE
03/02/2023	4:30PM - 6:20PM	Manhattan College - Synchronous Online

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Spring 2023**

Activity Name: EDUG 887: Mentored Research
Activity Code: NYC-23-002-015
Sub Title: EDUG 887
Min Awards: 1.0

of Sessions: 2
Max Awards: 1.0

Description: This 10-hour course is an independent study course that provides consultation for completing the major quantitative research paper. Those with a previous research course may take this course to complete a program-specific major paper with no pre-requisites . Participants completing their first major quantitative research paper must have taken EDUG 713 and completed three chapters of the proposal prior to registering for this course. Class meets by appointment with a research mentor for the collection of data, analysis of findings, discussion, conclusions, and recommendations of the research. Students must have completed Chapters 1, 2, and 3 of the research proposal in EDUG 713. This course does not apply to a degree. Prerequisite: EDUG 713 or a previously completed major paper. Permission of Program Director. Pass/Fail.

1 Graduate Credit

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

Session Date	Time	Location
02/01/2023	AM - AM	ONLINE
03/15/2023	AM - AM	ONLINE

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Spring 2023**

Activity Name: EDUG 889: Internship/Seminar 2

Activity Code: NYC-23-002-016

Sub Title: EDUG 889

Min Awards: 3.0

of Sessions: 8

Max Awards: 3.0

Description: This course is REQUIRED for the master degree or post master's advanced certificate in Educational Leadership. Designed as a continuation of EDUG 748, this course provides ongoing supervision of the capstone leadership experience for completion of the internship improvement initiative, the internship portfolio, and exhibit of competencies. The 150 required hours for the internship improvement initiative in this course bring the total internship hours to 400. The 400 hours of internship may be completed in 15 weeks full time or 30 weeks part time. Prerequisite: EDUG 600, 100 hours of course related field activities, 18 credits of core course work taken at Manhattan College, 3.0 or better GPA.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Session Date	Time	Location
01/10/2023	6:30PM - 8:20PM	Manhattan College - Synchronous Online
01/24/2023	6:30PM - 8:20PM	Manhattan College - Synchronous Online
02/07/2023	6:30PM - 8:20PM	Manhattan College - Synchronous Online
02/28/2023	6:30PM - 8:20PM	Manhattan College - Synchronous Online
03/07/2023	6:30PM - 8:20PM	Manhattan College - Synchronous Online
03/28/2023	6:30PM - 8:20PM	Manhattan College - Synchronous Online
04/04/2023	6:30PM - 8:20PM	Manhattan College - Synchronous Online
04/25/2023	6:30PM - 8:20PM	Manhattan College - Synchronous Online

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Spring 2023**

Activity Name: EDUG 890: Supervised Fieldwork in Administration (Internship Completion)

Activity Code: NYC-23-002-017

Sub Title: EDUG 890

of Sessions: 2

Min Awards: 1.0

Max Awards: 1.0

Description: This 10-hour course is an independent study course that provides consultation for completing internship documentation. Participants must have taken EDUG 748 Internship 1 and EDUG 889 Internship 2 prior to this course. Class meets by appointment with a College Supervisor. Submitted documentation is reviewed for final submission.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Session Date	Time	Location
02/01/2023	AM - AM	ONLINE
03/15/2023	AM - AM	ONLINE

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Spring 2023**

MERCY COLLEGE

INTRODUCTION

The Mercy College Degree in School Building Leadership 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

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Spring 2023**

MERCY COLLEGE

Activity Name: EDSA 510DL: Using Data for Instruction and Educational Policy

Activity Code: NYC-23-003-008

Sub Title: EDSA 510DL

of Sessions: 2

Min Awards: 3.0

Max Awards: 3.0

Description: This class will study the essential concepts, principles, and methods employed in the field of education research. Focus will be on formulation and development of improvement of one problem affecting student achievement for investigation in the candidate's workplace; survey of the related literature; selection and use of one or more appropriate methods for gathering evidence coupled with analysis and interpretation of data; and reporting findings and discussing their implications. Eighteen hours of field experience required.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Session Date	Time	Location
01/19/2023	AM – AM	ONLINE
05/10/2023	AM – AM	ONLINE

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Spring 2023**

MERCY COLLEGE

Activity Name: EDSA 520DL: Curriculum and Teaching: Theories into Practice

Activity Code: NYC-23-003-009

Sub Title: EDSA 520DL

of Sessions: 2

Min Awards: 3.0

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.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Session Date	Time	Location
01/19/2023	AM – AM	ONLINE
05/10/2023	AM – AM	ONLINE

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Spring 2023**

MERCY COLLEGE

Activity Name: EDSA 535DL: Family and Community Engagement

Activity Code: NYC-23-003-010

Sub Title: EDSA 535DL

Min Awards: 3.0

of Sessions: 2

Max Awards: 3.0

Description: This course studies the influence of interest groups in urban and suburban areas who have a stake in the educational system. The course content focuses on the role of school administrators in developing a culturally responsive, diverse school community and school/home programs and the involvement of school and community personnel in partnerships with parents, the community and other stakeholders to further the educational aims of the community for all children. Eighteen hours of field experience required.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Session Date	Time	Location
01/19/2023	AM – AM	ONLINE
05/10/2023	AM – AM	ONLINE

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Spring 2023**

MERCY COLLEGE

Activity Name: EDSA 540DL: Leadership in Instructional Supervision

Activity Code: NYC-23-003-011

Sub Title: EDSA 540DL

of Sessions: 2

Min Awards: 3.0

Max Awards: 3.0

Description: This course examines the new standards procedures, processes, and practices specifically related to the administration of the teaching-learning process, an understanding of staff motivation as a contributing factor to the success of the teaching-learning process and will gain insight as to how to integrate technology into all curriculum areas. The observation process is studied in detail. Eighteen hours of fieldwork required.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Session Date	Time	Location
01/19/2023	AM – AM	ONLINE
05/10/2023	AM – AM	ONLINE

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Spring 2023**

MERCY COLLEGE

Activity Name: EDSA 560DL: Legal Aspects of the Administration of Schools

Activity Code: NYC-23-003-012

Sub Title: EDSA 560DL

of Sessions: 2

Min Awards: 3.0

Max Awards: 3.0

Description: This course will study the legal framework (National and New York State) within which public education operates. Areas considered are church-state relations, state agencies, local school boards, financing education, tort liability, teacher-personnel administration, the Taylor Law, tenure, desegregation, and the constitutional rights and freedoms of students. Eighteen hours of fieldwork required

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Session Date	Time	Location
01/19/2023	AM – AM	ONLINE
05/10/2023	AM – AM	ONLINE

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Spring 2023**

MERCY COLLEGE

Activity Name: EDSA 580DL: Clinic for School Administrators

Activity Code: NYC-23-003-013

Sub Title: EDSA 580DL

Min Awards: 3.0

of Sessions: 2

Max Awards: 3.0

Description: The clinic provides a university setting in which present and prospective administrators can consider current issues, problems, and opportunities in contemporary school systems. Areas of review will include productivity and accountability, economic and demographic trends, governance, creating effective, inclusive school culture, and the changing family and community structure. Eighteen hours of field experience are required.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Session Date	Time	Location
01/19/2023	AM – AM	ONLINE
05/10/2023	AM – AM	ONLINE

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Spring 2023**

MERCY COLLEGE

Activity Name: EDSA 590DL: INTERNSHIP I

Activity Code: NYC-23-003-014

Sub Title: EDSA 590DL

Min Awards: 3.0

of Sessions: 2

Max Awards: 3.0

Description: The internship experience is intended to provide candidates with a minimum of 500 hours of significant field experiences over two semesters [?] 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]

Session Date	Time	Location
01/19/2023	AM – AM	ONLINE
05/10/2023	AM – AM	ONLINE

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Spring 2023**

MERCY COLLEGE

Activity Name: EDSA 591DL: INTERNSHIP II

Activity Code: NYC-23-003-015

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 500 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]

Session Date	Time	Location
01/19/2023	AM – AM	ONLINE
05/10/2023	AM – AM	ONLINE

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Spring 2023**

MERCY COLLEGE

Activity Name: EDSA 598DL: Functions of Human Capital in Educational Administration Activity Code:

Activity Code: NYC-23-003-016

Sub Title: EDSA 598DL

of Sessions: 2

Min Awards: 3.0

Max Awards: 3.0

Description: This course is designed for those preparing for positions in school administration, with particular emphasis on human resource administration on the building and central office levels. The scope of the course will consist of the functions of human capital, specifically in the areas of strategic human planning, recruiting, hiring, evaluating staff; contract administration, negotiations and critical issues of human resource/human capital administration in the 21st century. The following topics will be covered: Strategic Human Resources Planning Analyzing staffing trends for public school districts Identifying policy decisions relative to staffing allocations Recruiting, selecting and hiring process for a diverse workforce Developing effective Induction, orientation and mentoring programs Creating effective Staff Development/Adult Learning Performance Evaluation Rewards/Progressive Discipline/Termination Contract Administration Critical Issues in the administration of Human Resources Legal Issues related to Human Resources In addition, the course will provide insight and assistance in the development of caring, critical and reflective professionals responsive to the needs of a diverse society. Eighteen hours of fieldwork is required.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Session Date	Time	Location
01/19/2023	AM – AM	ONLINE
05/10/2023	AM – AM	ONLINE

**TITLE IIA PROFESSIONAL DEVELOPMENT PROGRAM
SCHOOL BUILDING LEADERSHIP PROGRAM
Spring 2023**

ST. JOHN'S UNIVERSITY

St. John's University has offered a quality degree program in School Administration for the last 75 years and the **Title IIA Nonpublic School Leaders Professional Development (NPSLPD) Program since 2005**. St. John's has always been committed to excellence, diversity, equity and inclusion, true to its Vincentian Mission. The University is recognized as a leader in the field of Administration and Supervision and, as of 2001, U.S. World and News Report recognized the School of Education among the top 10% in the nation. For 2023 and beyond, its first goal is: *"to provide technology-enriched academic programs and innovative, flexible, scholarly, pedagogical experiences that will ensure 100% of the School of Education's graduates will enter the profession fully prepared to advocate for equitable social change."* For more information on the School of Education:

<https://www.stjohns.edu/academics/schools/school-education>

The School of Education of St. John's University is not only a well-respected institution; it also offers the convenience and personal attention that each student deserves. For the Title IIA NPSLPD Program, students work with a **dedicated adviser** whose focus is on each student's professional development, School Building Leadership (SBL) degree completion and NYSED Certification in SBL.

St. John's University has three New York City campuses, all of which are participating in this NPSLPD Program: Queens, Manhattan, and Staten Island. St. John's University offers its students state of the art libraries. All our courses are taught by faculty members who are both experienced scholars and practitioners. This dynamic combination provides students with a balance of sound theory, practical application and internship opportunities aligned with SED SBL Exam competencies. Furthermore, St. John's University SOE is an active member of UCEA (University Council for Educational Administration), of MCEAP (Metropolitan Council of Educational Administration Program), NYSCIRS (New York State Coalition for Independent and Religious Schools) —among other professional and research organizations.

Our **Online Learning** program, which is accredited by the New York State Education Department, is a modern and comprehensive approach to higher education. No matter which St. John's campus you choose or which instructional preference you choose, traditional in-class instruction or the online learning program, you will receive the high-quality education that has come to be expected from St. John's Department of Administrative and Instructional Leadership (DAIL).

- **Technology tools/platform such as CANVAS are utilized by face-to-face course and online instructors to enhance students' in-class experience.**
- **Post Covid 19, we continue to offer all our SBL courses online.** Current information and updates are available on St. John's University website: <https://stjohns.edu>

As a result of new NYSED requirements for School Building Leader, we have **REDESIGNED** the Master Degree for SBL to align with NYSED SBL Certification Exam's competencies and performance indicators. Therefore, our courses are geared to meet the requirements of this State Competency Exam in SBL. To conclude a student's **professional development** for the Master in SBL degree **or** for the Advanced Certificate in SBL degree and to prepare for this NY State exam, we are requiring a **Capstone Review Course**. To date, St. John's is proud of its 95% pass rate on the State SBL exam.

Our SED approved **Advanced Certificate Program in School Building Leadership (AC/SBL)**, 22 credits, is suggested for teachers and/or principals pursuing SED certification in School Building Leadership **who**

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may already have a Master degree in a specific area. Furthermore, we offer the dual certification Advanced Certificate Program for School Building Leader and School District Leader as well as specialized courses for Gifted and Talented Education, for Instructional Technology and other areas of administrative specialization.

NOTE: If you already have a Master degree already, you are advised to choose a course(s) from our Advanced Certificate degree program, 22 credits.

When registering for Title IIA Professional Development SBL courses visit these links, on the SJU SOE website, for more information and consult this catalogue especially designed for your NYCDOE PROTRAXX registration:

<https://www.stjohns.edu/academics/programs/school-building-leadership-master-science-education>

<https://www.stjohns.edu/academics/programs/school-building-leadership-advanced-certificate>

Program Elements & KEY points

- A dedicated faculty adviser is available to advise each student in the program. As a prospective, new or continuing student, **if you have any questions about SJU SOE Title II A NPSLPD Program, contact:**

Dr. Rosalba Corrado Del Vecchio, delveccr@stjohns.edu , 718-990-5277,
Office of Nonpublic School Leadership, Sullivan Hall, Room 511, Queens Campus

- An **Orientation Session** is scheduled and **REQUIRED** for new students in NPSLP, after you receive an email notification from NYCDOE Division of Non-public Schools. This email will confirm the course(s) you selected and registered for on PROTRAXX during the registration time, each semester.
- At SJU SOE DAIL, each semester, the registration process continues for NP students who are granted courses and whose names are listed on the Roster from the NYDOE Office of Nonpublic School Services.
- Advisement for new and continuing students is on-going: face to face, online/WebEx and via phone.
- Email ALERTS, with Program updates and instructions for Graduate Admission and other University's processes; serve to keep you informed throughout the Program and up to date until you graduate.
- For Master /SBL degree, optional courses leading to **Gifted and Talented Program Certification** and elective courses in **TESOL**, and **Instructional Technology**, and **Early Childhood Education** are also offered.

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ST. JOHN'S UNIVERSITY

Activity Name: EDU 5471: Leadership in Instructional Supervision

Activity Code: NYC-23-004-014

Sub Title: EDU 5471

of Sessions: 2

Min Awards: 3.0

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]

Session Date	Time	Location
01/18/2023	AM - AM	ONLINE
05/10/2023	AM - AM	ONLINE

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ST. JOHN'S UNIVERSITY

Activity Name: EDU 5499: SBL Capstone Course- General Review and Exam Preparation

Activity Code: NYC-23-004-015

Sub Title: EDU 5499

of Sessions: 2

Min Awards: 1.0

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.

1 Graduate Credit

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Session Date	Time	Location
01/18/2023	AM - AM	ONLINE
05/10/2023	AM - AM	ONLINE

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ST. JOHN'S UNIVERSITY

Activity Name: EDU 5571: Administrative Leadership and Planned Change

Activity Code: NYC-23-004-016

Sub Title: EDU 5571

Min Awards: 3.0

of Sessions: 2

Max Awards: 3.0

Description: This course develops leadership abilities at the school building level in effective supervision of the day-to-day operational practices of the school, and managing school finances from federal, state, and local sources, facilities, and personnel, to achieve educational goals for students, teachers, and other stakeholders. This includes major theoretical constructs underlying organizational culture, curriculum development, and planned change, and support of personnel to assist in their professional development.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Session Date	Time	Location
01/18/2023	AM - AM	ONLINE
05/10/2023	AM - AM	ONLINE

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ST. JOHN'S UNIVERSITY

Activity Name: EDU 5650: School Based Data Analysis

Activity Code: NYC-23-004-017

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.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Session Date	Time	Location
01/18/2023	AM - AM	ONLINE
05/10/2023	AM - AM -	ONLINE

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ST. JOHN'S UNIVERSITY

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

Activity Code: NYC-23-004-018

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, teamwork, video reviews and simulations. Credit: 3 semester hours. (Consult with SJU NP Advisor to register for this core- AC/SBL - or elective course- Master /SBL).

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Session Date	Time	Location
01/18/2023	AM - AM	ONLINE
05/10/2023	AM - AM	ONLINE

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ST. JOHN'S UNIVERSITY

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

Activity Code: NYC-23-004-019

Sub Title: EDU 5761

of Sessions: 2

Min Awards: 3.0

Max Awards: 3.0

Description: This course develops leadership at the school building 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.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Session Date	Time	Location
01/18/2023	AM - AM	ONLINE
05/10/2023	AM - AM	ONLINE

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ST. JOHN'S UNIVERSITY

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

Activity Code: NYC-23-004-020

Sub Title: EDU 5791

of Sessions: 2

Min Awards: 3.0

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.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Session Date	Time	Location
01/18//2023	AM - AM	ONLINE
05/10/2023	AM - AM	ONLINE

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ST. JOHN'S UNIVERSITY

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

Activity Code: NYC-23-004-021

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 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. This is an elective course to take with SJU NP advisor's approval as an elective, in Master SBL degree Program, if you have completed all your core courses (18 credits or more).

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Session Date	Time	Location
01/18/2023	AM - AM	ONLINE
05/10/2023	AM - AM	ONLINE

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ST. JOHN'S UNIVERSITY

Activity Name: EDU 5950: School Building Leader Internship

Activity Code: NYC-23-004-022

Sub Title: EDU 5950

Min Awards: 3.0

of Sessions: 2

Max Awards: 3.0

Description: The SBL required 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. Prerequisite: 18 credits and submission of Internship plan to SJU DAIL. Consult with Advisor

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Session Date	Time	Location
01/18/2023	AM - AM	ONLINE
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ST. JOHN'S UNIVERSITY

Activity Name: EDU 7411: Introduction to Designing Programs, Curriculum and Materials for Gifted and Talented Students

Activity Code: NYC-23-004-023

Sub Title: EDU 7411

of Sessions: 2

Min Awards: 3.0

Max Awards: 3.0

Description: This course develops ability in the design of appropriate programs, curriculum and materials for gifted/talented and high ability students along with a critical review of relevant research and contrast of alternative models and perspectives within gifted education. This course is an elective course designed to satisfy NY State license extensions for teaching gifted students for which Internship experiences will be required.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Session Date	Time	Location
01/18/2023	AM - AM	ONLINE
05/10/2023	AM - AM	ONLINE

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ST. JOHN'S UNIVERSITY

Activity Name: EDU 7413: Professional collaboration and leadership in Gifted Education

Activity Code: NYC-23-004-024

Sub Title: EDU 7413

of Sessions: 2

Min Awards: 3.0

Max Awards: 3.0

Description: This course will cover collaborative models of professional development and program evaluation for gifted/talented and high ability students' education, major issues and leadership concerns in the field, e.g., including underrepresented populations and integrated gifted practices school wide and system wide. Students will investigate how to network and disseminate information on gifted education.

3 Graduate Credits

Max Attendance: 50

Subject Area: [Administration & Supervision]

Target Audience: [Administrators], [Teachers]

Session Date	Time	Location
01/18/2023	AM - AM	ONLINE
05/10/2023	AM - AM	ONLINE
