

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 2023



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: <u>Abaumis@schools.nyc.gov</u>.

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 <u>Abaumis@schools.nyc.gov</u> if your employment status/location changes.**

NOTE: Confirmations given for Summer 2023 SBL enrollments will be contingent upon the availability of active contracts with each college/university.

Procedures for Requesting Enrollment: Applicants

Requesting enrollments for Summer 2023 Title IIA SBL courses will take place *online beginning the week of March 6, 2022 and will end on Friday, March 24, 2023 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.

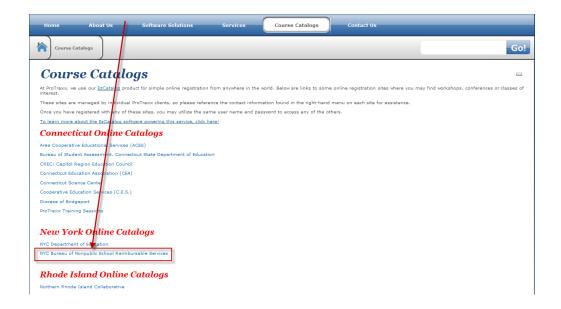
HOW TO NAVIGATE THE PROTRAXX SYSTEM

ENROLLING

- 1. Log on to <u>www.PROTRAXX.com</u>.
- 2. Click on the *Course Catalogs* button which can be found in the blue bar at the top of the page.

ProTraxx	\backslash		Already a User?
Home About Us Software Solutions	Services Cour	rse Catalogs Contact Us	
Home	-		Go!

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.'

- "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 <u>www.PROTRAXX.com</u> 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 <u>principal/administrator</u> emailing <u>abaumis@schools.nyc.gov</u>. 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.

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 <u>Abaumis@schools.nyc.gov</u> 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**.

BROOKLYN COLLEGE

Activity Name: SPCL 7758T: Colloquium in Educational Leadership Activity Code: NYC-23-005-005 Sub Title: SPCL 7758T # of Se Min Awards: 3.0 Max A

of Sessions: 10 Max Awards: 3.0

Description: Selected aspects of educational leadership through lectures, readings, case analyses, and directed on-site assignments. Colloquium 3 courses focus on the role of Districts in creating and supporting effective approaches and strategies to support student achievement. Students devote 75 hours to supervised field work during the term.

3 Graduate Credits

Session Date	Time	Location
06/06/2023	6:00PM - 8:30PM	Brooklyn College, CUNY
06/08/2023	6:00PM - 8:30PM	Brooklyn College, CUNY
06/13/2023	6:00PM - 8:30PM	Brooklyn College, CUNY
06/15/2023	6:00PM - 8:30PM	Brooklyn College, CUNY
06/20/2023	6:00PM - 8:30PM	Brooklyn College, CUNY
06/22/2023	6:00PM - 8:30PM	Brooklyn College, CUNY
06/27/2023	6:00PM - 8:30PM	Brooklyn College, CUNY
06/29/2023	6:00PM - 8:30PM	Brooklyn College, CUNY
07/06/2023	6:00PM - 8:30PM	Brooklyn College, CUNY
07/11/2023	6:00PM - 8:30PM	Brooklyn College, CUNY

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

BROOKLYN COLLEGE

Activity Name: SPCL 7759T: Colloquium in Educational Leadership Activity Code: NYC-23-005-006 Sub Title: SPCL 7759T # Min Awards: 3.0 N

of Sessions: 10 Max Awards: 3.0

Description: Selected aspects of educational leadership through lectures, readings, case analyses, and directed on-site assignments. Colloquium 3 courses focus on the role of Districts in creating and supporting effective approaches and strategies to support student achievement. Students devote 75 hours to supervised field work during the term.

3 Graduate Credits

Session Date	Time	Location
06/06/2023	8:35PM - 11:05PM	Brooklyn College, CUNY
06/08/2023	8:35PM - 11:05PM	Brooklyn College, CUNY
06/13/2023	8:35PM - 11:05PM	Brooklyn College, CUNY
06/15/2023	8:35PM - 11:05PM	Brooklyn College, CUNY
06/20/2023	8:35PM - 11:05PM	Brooklyn College, CUNY
06/22/2023	8:35PM - 11:05PM	Brooklyn College, CUNY
06/27/2023	8:35PM - 11:05PM	Brooklyn College, CUNY
06/29/2023	8:35PM - 11:05PM	Brooklyn College, CUNY
07/06/2023	8:35PM - 11:05PM	Brooklyn College, CUNY
07/11/2023	8:35PM - 11:05PM	Brooklyn College, CUNY

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



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);
- Association for Advancing Quality in Educator Preparation (AAQEP);
- 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, problembased 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 <u>ctrcsl@fordham.edu</u> 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.

FORDHAM UNIVERSITY

Activity Name: ASGE 6145 Leading in a Diverse Society Activity Code: NYC-23-006-017 Sub Title: ASGE 6145 Min Awards: 3.0

of Sessions: 2 Max Awards: 3.0

Description: This course provides understanding and knowledge to promote the success and well-being of each student by developing a supportive, equitable, culturally responsive, and inclusive school culture. The course addresses concepts, issues, and dilemmas related to a multicultural, diverse society from both a historical and contemporary perspective and students learn to apply culturally-responsive and equitable leadership standards as integral to school operations and effectiveness.

3 Graduate Credits

Session Date	Time	Location
05/23/2023	AM - AM	Fordham University-Online Asynchronous
06/30/2023	AM - AM	Fordham University-Online Asynchronous

FORDHAM UNIVERSITY

Activity Name: ASGE 6322: School Finance Activity Code: NYC-23-006-018 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

Session Date	Time	Location
07/10/2023	AM - AM	Fordham University-Online Asynchronous
08/02/2023	AM - AM	Fordham University-Online Asynchronous

FORDHAM UNIVERSITY

Activity Name: ASGE 6325 : Education Law, Policy & Advocacy Activity Code: NYC-23-006-019 Sub Title: ASGE 6325 Min Awards: 3.0

of Sessions: 5 Max Awards: 3.0

Description: Education policy is examined in the context of historical, philosophical, economic, sociocultural, political, and legal perspectives. The legal status of the pupil, teacher, superintendent, and the role of school boards are examined.

3 Graduate Credits

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

Session Date	Time	Location
07/13/2023	9:00AM - 4:00PM	Fordham University: Lincoln Center Campus
07/14/2023	9:00AM - 4:00PM	Fordham University: Lincoln Center Campus
07/17/2023	9:00AM - 4:00PM	Fordham University: Lincoln Center Campus
07/18/2023	9:00AM - 4:00PM	Fordham University: Lincoln Center Campus
07/19/2023	9:00AM - 4:00PM	Fordham University: Lincoln Center Campus

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

FORDHAM UNIVERSITY

Activity Name: ASGE 6532: Seminar for Nonpublic School Administrators Activity Code: NYC-23-006-020 Sub Title: ASGE 6532 # of Sessions: 2 Min Awards: 3.0 Max Awards: 3.0

Description: This is an individualized, project-centered course in which participants will bring together multiple understandings and competencies developed in earlier courses and focus them in a synthetic way on a major problem or issue.

3 Graduate Credits

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

Instructor(s):

Session Date	Time	Location
05/23/2023	AM - AM	Fordham University-Online Asynchronous
08/04/2023	AM - AM	Fordham University-Online Asynchronous

MANHATTAN COLLEGE

INTRODUCTION

School Building Leadership programs at Manhattan College provide a **master degree** (MS Ed in School Building Leadership), an **Advanced Certificate** in School Building Leadership and/or **CTLE hours of professional development**.

These programs specialize in preparation and development programs for leaders in public and private, charter and faithbased 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 in blended format with some face to face and some online sessions. Courses offered completely online are listed in the description.

Read each Summer 2023 course description carefully so you know if you are eligible to take the course. For more information, contact

Dr. R. Kushner, Program Director Advanced Leadership Studies for School Building Leaders email sbl@manhattan.edu

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

1. with the Title IIA Office through <u>Protraxx</u>. Your principal must approve your **ProTraxx** registration. For more information: <u>ABaumis@schools.nyc.gov</u>

2. with Manhattan College. <u>Apply online</u>. For more information: sbl@manhattan.edu

MANHATTAN COLLEGE

Activity Name: EDUG 600: Orientation to School Building Leadership Activity Code: NYC-23-002-018 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 remote sessions. This orientation addresses technology resources used in all coursework, Course Related Leadership Activities (CRLAs), the Leadership Experience (the Internship), required documentation for program completion, and information about the New York State examination for school building leader certification. The required Internship Orientation will take place in a separate section of this course.

3 Graduate Credits

Session Date	Time	Location
05/16/2023	4:30PM - 6:30PM	Manhattan College - Synchronous Online
05/30/2023	4:30PM - 6:30PM	Manhattan College - Synchronous Online
06/13/2023	4:30PM - 6:30PM	Manhattan College - Synchronous Online
06/27/2023	4:30PM - 6:30PM	Manhattan College - Synchronous Online
07/11/2023	4:30PM - 6:30PM	Manhattan College - Synchronous Online
07/25/2023	4:30PM - 6:30PM	Manhattan College - Synchronous Online

MANHATTAN COLLEGE

Activity Name: EDUG 600: Orientation to School Building Leadership Activity Code: NYC-23-002-019 Sub Title: EDUG 600 # of Min Awards: 3.0 Max

of Sessions: 3 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 remote 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

Session Date	Time	Location
08/22/2023	3:00PM - 5:30PM	Manhattan College - Synchronous Online
08/23/2023	3:00PM - 5:30PM	Manhattan College - Synchronous Online
08/24/2023	3:00PM - 5:30PM	Manhattan College - Synchronous Online

MANHATTAN COLLEGE

Activity Name: EDUG 740: School Law for Educators. Activity Code: NYC-23-002-020 Sub Title: EDUG 740 Min Awards: 3.0

of Sessions: 8 Max Awards: 3.0

Description: This REQUIRED Law course can be used for the master degree or the Advanced Certificate, for professional development (CTLE hours), and by those seeking to complete credits for certification. 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. School Law counts toward the master degree or advanced certificate leading to SBL certification.

3 Graduate Credits

Session Date	Time	Location
07/03/2023	4:30PM - 8:30PM	Manhattan College - Synchronous Online
07/06/2023	4:30PM - 6:30PM	Manhattan College - Asynchronous Online
07/06/2023	4:30PM - 6:30PM	Manhattan College - Asynchronous Online
07/06/2023	4:30PM - 6:30PM	Manhattan College - Asynchronous Online
07/10/2023	4:30PM - 8:30PM	Manhattan College - Synchronous Online
07/17/2023	4:30PM - 8:30PM	Manhattan College - Synchronous Online
07/24/2023	4:30PM - 8:30PM	Manhattan College - Synchronous Online
07/31/2023	4:30PM - 8:30PM	Manhattan College - Synchronous Online

MANHATTAN COLLEGE

Activity Name: EDUG 744: Contemporary Management Functions Activity Code: NYC-23-002-021 Sub Title: EDUG 744 Min Awards: 3.0

of Sessions: 7 Max Awards: 3.0

Description: This REQUIRED management course can be used for the master degree or the Advanced Certificate, for professional development CTLE hours, and for those seeking to complete credits for certification. EDUG 744 will consider management to provide administrative leadership for schools in planning, programming, budgeting; facilities management and materials; scheduling; financial management; legal issues related to equity and safe environment legislation. Course related leadership activities required. This Management course counts toward the master degree or the advanced certificate that leading to eligibility for SBL certification.

3 Graduate Credits

Session Date	Time	Location
05/17/2023	4:30PM - 8:30PM	Manhattan College - Synchronous Online
05/24/2023	4:30PM - 8:30PM	Manhattan College - Synchronous Online
05/31/2023	4:30PM - 8:30PM	Manhattan College - Synchronous Online
06/07/2023	4:30PM - 8:30PM	Manhattan College - Synchronous Online
06/14/2023	4:30PM - 8:30PM	Manhattan College - Synchronous Online
06/21/2023	4:30PM - 8:30PM	Manhattan College - Synchronous Online
06/28/2023	4:30PM - 8:30PM	Manhattan College - Synchronous Online

MANHATTAN COLLEGE

Activity Name: EDUG 748: Internship/Seminar I: School Building LeadershipActivity Code: NYC-23-002-022Sub Title: EDUG 748# of Sessions: 6Min Awards: 3.0Max 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, REQUIRES permission of Program Director. Credit for this course includes of EDUG 889 Internship Seminar 2.

3 Graduate Credits

Session Date	Time	Location
05/16/2023	4:30PM - 6:30PM	Manhattan College - Synchronous Online
06/06/2023	4:30PM - 6:30PM	Manhattan College - Synchronous Online
06/20/2023	4:30PM - 6:30PM	Manhattan College - Synchronous Online
06/27/2023	4:30PM - 6:30PM	Manhattan College - Synchronous Online
07/11/2023	4:30PM - 6:30PM	Manhattan College - Synchronous Online
07/18/2023	4:30PM - 6:30PM	Manhattan College - Synchronous Online

MANHATTAN COLLEGE

Activity Name: EDUG 840-61: Education Finance + Field Activity Code: NYC-23-002-023 Sub Title: EDUG 840-61 Min Awards: 4.0

of Sessions: 8 Max Awards: 4.0

Description: This course is an ELECTIVE in the School Building Leadership program. The course is for dual certification at the school building and/or school district level. Ten hours of field experience are included in the course. Content deals with financial issues at the district level that affect education funding for schools. Participants complete 10 additional hours of course related field experience are required

4 Graduate Credits

Session Date	Time	Location
06/29/2023	4:30PM - 6:30PM	Manhattan College - Asynchronous Online
07/06/2023	4:30PM - 8:30PM	Manhattan College - Synchronous Online
07/06/2023	4:30PM - 7:00PM	Manhattan College - Asynchronous Online
07/11/2023	4:30PM - 7:00PM	Manhattan College - Asynchronous Online
07/13/2023	4:30PM - 8:30PM	Manhattan College - Synchronous Online
07/20/2023	4:30PM - 8:30PM	Manhattan College - Synchronous Online
07/25/2023	4:30PM - 6:30PM	Manhattan College - Asynchronous Online
07/27/2023	4:30PM - 8:30PM	Manhattan College - Synchronous Online

MANHATTAN COLLEGE

Activity Name: EDUG 871: Quantitative Process Control in Education + Field ExperienceActivity Code: NYC-23-002-024Sub Title: EDUG 871# of Sessions: 7Min Awards: 4.0Max Awards: 4.0

Description: This course is an ELECTIVE in the School Building Leadership program. to face once a month. The course is for dual certification at the school building and/or school district level. Ten hours of field experience are included in the course. Participants identify key data analysis processes; roles of components and variations to improve the administrative and educational processes in the schools of the district and the district itself. An additional 10 hours of course related field experience required.

4 Graduate Credits

Session Date	Time	Location
05/17/2023	4:30PM - 8:30PM	Manhattan College - Synchronous Online
05/24/2023	4:30PM - 8:30PM	Manhattan College - Synchronous Online
05/31/2023	4:30PM - 8:30PM	Manhattan College - Synchronous Online
06/07/2023	4:30PM - 8:30PM	Manhattan College - Synchronous Online
06/14/2023	4:30PM - 8:30PM	Manhattan College - Synchronous Online
06/21/2023	4:30PM - 8:30PM	Manhattan College - Synchronous Online
06/28/2023	4:30PM - 8:30PM	Manhattan College - Synchronous Online

MANHATTAN COLLEGE

Activity Name: EDUG 889: Internship/Seminar 2 Activity Code: NYC-23-002-025 Sub Title: EDUG 889 Min Awards: 3.0

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. REQUIRES permission of Program Director. Credit for this course includes a co-requirement of completion of EDUG 748 Internship/Seminar 1.

3 Graduate Credits

Session Date	Time	Location
05/16/2023	6:35PM - 8:35PM	Manhattan College - Synchronous Online
06/06/2023	6:35PM - 8:35PM	Manhattan College - Synchronous Online
06/20/2023	6:35PM - 8:35PM	Manhattan College - Synchronous Online
06/27/2023	6:35PM - 8:35PM	Manhattan College - Synchronous Online
07/11/2023	6:35PM - 8:35PM	Manhattan College - Synchronous Online
07/18/2023	6:35PM - 8:35PM	Manhattan College - Synchronous Online

MANHATTAN COLLEGE

Activity Name: EDUG 890: Supervised Internship Completion Activity Code: NYC-23-002-026 Sub Title: EDUG 890 Min Awards: 3.0

of Sessions: 2 Max Awards: 3.0

Description: This is an independent study course that provides consultation for completing internship documentation. Participants meet by appointment with a College Supervisor to review internship documentation for final submission. This course is taken to complete requirements for Internship Seminar 1 and 2 not submitted within 30 weeks. Pre-requisites: EDUG 748, EDUG 889 and Permission of Program Director.

3 Graduate Credits

Session Date	Time	Location
05/23/2023	4:30PM - 6:30PM	Manhattan College - Synchronous Online
06/27/2023	4:30PM - 6:30PM	Manhattan College - Synchronous Online

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: <u>http://grad.mercy.edu/schooladmin/index.htm</u> or email rrudnitski@mercy.edu

MERCY COLLEGE

Activity Name: EDSA 520 DL Theory to Practice Activity Code: NYC-23-003-017 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

Session Date	Time	Location
05/31/2023	AM - AM	ONLINE
08/08/2023	AM - AM	ONLINE

MERCY COLLEGE

Activity Name: EDSA 551 DL: Organizational Dynamics and Culture of School SystemsActivity Code: NYC-23-003-018Sub Title: EDSA 551 DL# of Sessions: 2Min Awards: 3.0Max Awards: 3.0

Description: This course explores the different theories that guide educational leadership practices in school systems. The focus of this course explains organizational administrative behavior in school systems, with special emphasis on structure, dynamics, politics, decision making, culturally responsive leadership practices, and quality outcomes. The class will include discussion and analysis of cases, examination of experiences in schools and districts, and the application of theory to practice. Eighteen hours of fieldwork required.

3 Graduate Credits

Session Date	Time	Location
05/31/2023	AM - AM	ONLINE
08/08/2023	AM - AM	ONLINE

MERCY COLLEGE

Activity Name: EDSA 555 DL Activity Code: NYC-23-003-019 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 basic accounting and budget procedures. 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

Session Date	Time	Location
05/31/2023	AM - AM	ONLINE
08/08/2023	AM - AM	ONLINE

MERCY COLLEGE

Activity Name: EDSA 580DL: Clinic for School Administrators Activity Code: NYC-23-003-020 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, culturally responsive school culture, and the changing family and community structure. Eighteen hours of field experience are required.

3 Graduate Credits

Session Date	Time	Location
05/31/2023	AM - AM	ONLINE
08/08/2023	AM - AM	ONLINE

MERCY COLLEGE

Activity Name: EDSA 590DL Internship I Activity Code: NYC-23-003-021 Sub Title: EDSA 590DL Min Awards: 3.0

of Sessions: 2 Max Awards: 3.0

Description: This first internship 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

Session Date	Time	Location
05/31/2023	AM - AM	ONLINE
08/08/2023	AM - AM	ONLINE

MERCY COLLEGE

Activity Name: EDSA 591DL: Internship II Activity Code: NYC-23-003-022 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

Session Date	Time	Location
05/31/2023	AM - AM	ONLINE
08/08/2023	AM - AM	ONLINE

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

Department of Administrative and Instructional Leadership

School of Education

Coordinator: Katherine C. Aquino

Specific Features of Summer 2023 Catalog

Course List

Program Description

Course Descriptions

EDU 5103: Educational Governance and Policy Issues 4

EDU 5301: Leadership Values, Decision Making, and Multicultural Organization 4

EDU 5471: Leadership in Instructional Supervision 5

EDU 5499: SBL Capstone Course 5

EDU 5571: Administrative Leadership and Planned Change 5

EDU 5761: School-Based Business Administration for Administrators and Supervisors 5

EDU 5791: Legal Aspects and Administration of Schools 6

EDU 5950: School Building Leader Internship 6

EDU 7410: Identification of the Gifted and Talented 6

EDU 7412: Teaching Creative Thinking and Problem Solving to Gifted and Talented Students 6

EDU 7665: Leadership in Technology I 6

Specific Features of Summer 2023 Catalog

- All courses are offered as asynchronous online courses.
- All courses will be offered within the Summer I term (May 30-July 6).
- Important dates can be found on the <u>SJU Academic Calendar</u> 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.

Course List

- EDU 5103
- EDU 5301
- EDU 5471
- EDU 5499
- EDU 5571
- EDU 5761
- EDU 5791
- EDU 5950
- EDU 7410
- EDU 7412
- EDU 7665

Program Description

St. John's University (SJU) 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 (TSOE), please review the <u>SJU TSOE webpage</u>.

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. The SJU Title IIA NPSLPD Program provides students the opportunity to take all courses through an asynchronous online format. This format allows students the flexibility to successfully complete their academic goals.

Once accepted into the Title IIA NPSLPD Program, students have the ability to matriculate into the School Building Leadership Master of Science in Education (34 credits) or the School Building Leadership Advanced Certificate (22 credits). We recommend that you review specific program requirements found on the SJU website:

- School Building Leadership Master of Science in Education
- School Building Leadership Advanced Certificate

ST. JOHN'S UNIVERSITY

Activity Name: EDU 5103: Educational Governance and Policy Issues Activity Code: NYC-23-004-025 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 districtwide 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.

3 Graduate Credits

Session Date	Time	Location
05/30/2023	AM - AM	ONLINE
07/06/2023	AM - AM	ONLINE

ST. JOHN'S UNIVERSITY

Activity Name: EDU 5301: Leadership Values, Decision Making, and Multicultural OrganizationActivity Code: NYC-23-004-026Sub Title: EDU 5301# of Sessions: 2Min Awards: 3.0Max Awards: 3.0

Description: This course develops leadership abilities at the school district level in implementing an educational vision that incorporates respect for diversity and special needs based on theories, ethical values, and evidence-based practices for multicultural organizations. It addresses all aspects of district operations, including curriculum, instruction, staffing, and facilities management, as they pertain to meeting the needs of diverse groups. Internship hours required.

3 Graduate Credits

Session Date	Time	Location
05/30/2023	AM - AM	ONLINE
07/06/2023	AM - AM	ONLINE

ST. JOHN'S UNIVERSITY

Activity Name: EDU 5471: Leadership in Instructional Supervision Activity Code: NYC-23-004-027 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

Session Date	Time	Location
05/30/2023	AM - AM	ONLINE
07/06/2023	AM - AM	ONLINE

ST. JOHN'S UNIVERSITY

Activity Name: EDU 5499: SBL Capstone Course Activity Code: NYC-23-004-028 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

Session Date	Time	Location	
05/30/2023	AM - AM	ONLINE	
07/06/2023	AM - AM	ONLINE	

ST. JOHN'S UNIVERSITY

Activity Name: EDU 5571: Administrative Leadership and Planned Change Activity Code: NYC-23-004-029 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 dayto-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

Session Date	Time	Location
05/30/2023	AM - AM	ONLINE
07/06/2023	AM - AM	ONLINE

ST. JOHN'S UNIVERSITY

Activity Name: EDU 5761: School-Based Business Administration for Administrators and SupervisorsActivity Code: NYC-23-004-030Sub Title: EDU 5761# of Sessions: 2Min Awards: 3.0Max 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

Session Date	Time	Location
05/30/2023	AM - AM	ONLINE
07/06/2023	AM - AM	ONLINE

ST. JOHN'S UNIVERSITY

Activity Name: EDU 5791: Legal Aspects and Administration of Schools Activity Code: NYC-23-004-031 Sub Title: EDU 5791 # of Se Min Awards: 3.0 Max A

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.

3 Graduate Credits

Session Date	Time	Location
05/30/2023	AM - AM	ONLINE
07/06/2023	AM - AM	ONLINE

ST. JOHN'S UNIVERSITY

Activity Name: EDU 5950: School Building Leader Internship Activity Code: NYC-23-004-032 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

Session Date	Time	Location	
05/30/2023	AM - AM	ONLINE	
07/06/2023	AM - AM	ONLINE	

ST. JOHN'S UNIVERSITY

Activity Name: EDU 7410: Identification of the Gifted and Talented Activity Code: NYC-23-004-033 Sub Title: EDU 7410 # Min Awards: 3.0 M

of Sessions: 2 Max Awards: 3.0

Description: This course examines the identification of gifted/talented and high ability students and factors involved with the development of their talents. Multiple criteria are illustrated in the identification process and special emphasis is placed on diverse students. This course is designed to satisfy NY State license extensions for teaching gifted students, for which an internship will be required.

3 Graduate Credits

Session Date	Time	Location
05/30/2023	AM - AM	ONLINE
07/06/2023	AM - AM	ONLINE

ST. JOHN'S UNIVERSITY

Activity Name: EDU 7412: Teaching Creative Thinking and Problem Solving to Gifted and Talented StudentsActivity Code: NYC-23-004-034Sub Title: EDU 7412# of Sessions: 2Min Awards: 3.0Max Awards: 3.0

Description: This course responds to immediate and long-range needs of gifted/talented and high-ability students by promoting the achievement of basic skills and experience in creative thinking and problem solving both globally, and within various subject areas, along with critical review of relevant research. This course is designed to satisfy NY State license extensions for teaching gifted students for which an internship will be required.

3 Graduate Credits

Session Date	Time	Location
05/30/2023	AM - AM	ONLINE
07/06/2023	AM - AM	ONLINE

ST. JOHN'S UNIVERSITY

Activity Name: EDU 7665: Leadership in Technology I Activity Code: NYC-23-004-035 Sub Title: EDU 7665 Min Awards: 3.0

of Sessions: 2 Max Awards: 3.0

Description: This course develops leadership abilities at the school building and school district levels to understand the administrative and instructional uses of technology; validate improvements in curriculum development and instructional practices through the integration of technology; to make decisions about future hardware and software enhancement, consistent with the National Technology Standards, as they pertain to classroom, school, and district goals for students, including students with diverse learning needs; and to make decisions about future technology for professional development at all levels.

3 Graduate Credits

Session Date	Time	Location
05/30/2023	AM - AM	ONLINE
07/06/2023	AM - AM	ONLINE