**Program Update** *by Kevin Baughman, Ph.D. – Program Coordinator*

Warm greetings to all our current and former students! You serve a great moral imperative – as servant leaders advocating for the needs of our children and communities. On a different scale, the Educational Leadership programs serves the needs of our student interests. This advocacy must always drive the direction of our programs and services to you and the field of school leadership. Our actions support this belief through now offering some classes on Saturdays per student requests, and now offering a School District Business Leader (SDBL) certification program fully on-line. These changes were student requested and student needs centered.

This is also the time of year to recognize our blessings, and there are many. While it is easy to get caught up in the negatives of economics, deficits, and reductions, our Educational Leadership program retains an active student enrollment, program growth in the SDBL, an outstanding faculty, and continued successful placements of school administrators. Most of all, our students remain the most rewarding, appealing and enjoyable aspect of our programs. They provide a rich tradition of excellence in leadership. I often hear the remark from area superintendents and other school leaders that having Saint Rose listed on the resume gives immediate credibility and a likely interview. Our goal is to continue to work and earn that reputation so that our students and alumni continue to reap the benefit of this association.

*Dr. Baughman at a NYSASBO conference*

On behalf of our Educational Leadership faculty, past and present, we thank you for being part of the college and part of our program. Wishing you a healthy, happy, and professionally productive new year.

**Internship Seminar Focuses on Counseling and Mental Health**

A November Internship Seminar brought together professionals representing school counseling: Jeanne Myers from Schenectady City; social worker Raychel Marcil, from Cohoes; and from a school psychologist viewpoint, Erin Hill, Director of Special Programs in Cohoes, and Kellee deOlde, Administrator for Elementary Special Education in Guilderland.

There was much rich discussions and questions from the internship seminar students regarding roles of the student support team, strategies for interventions, models of student support, and communicating the mental health needs to the school district and community.

**Dates Tentatively Set for 2016 SDL Summer Leadership Academy**

The tentative dates for the 2016 Summer Leadership academy are Wednesday – Friday, 8:00am-4:30pm on July 6, 7, 8; July 20, 21, 22; and August 3, 4 and 5. This is an intensive, rigorous nine-day, six-credit academy that is required in the process of obtaining the School District Leadership (SDL) certification. For students who didi not complete the SBL program at The College of Saint Rose, additional courses are required. Contact Dr. Baughman for further information. Registration for Summer Session II begins in April, 2016. The courses are EDA 601 & EDA 602.

**Important Saint Rose Web Site Addresses**

|  |  |
| --- | --- |
| **Department or Contact** | **Web Address/Contact** |
| **Ed Leadership Web Page** | <http://www.strose.edu/educational-leadership-and-administration/> |
| **Student Forms** *(Add/Drop, Resumption, Registration, Transfer Credit, etc.)* | <http://www.strose.edu/academics/registrar/forms-applications-and-instructions/> |
| **Registrar** | <http://www.strose.edu/academics/registrar/> |
| **Banner Log In** *(Register for classes, DegreeWorks, Financial Aid)* | <https://bannerweb.strose.edu/strose/twbkwbis.P_WWWLogin> |
| **Blackboard Log In** | <http://www.strose.edu/login/> |
| **Graduate Course Listings** | <http://www.strose.edu/academics/graduate-programs/courses/> |
| **Hellman Library** *(On-Line Access)* | <http://library.strose.edu/home> |
| **ITS Technology Help** (On-Line Access) | <http://www.strose.edu/campus-offices/its/> |
| **College Catalog** | <http://strose.smartcatalogiq.com/en/2014-2016/Graduate-Catalog/Program-List> |
| **About Graduate Admission & Programs** | <http://www.strose.edu/admissions/graduate-students/> |
| **Saint Rose MAIN WEB PORTAL** | <http://www.strose.edu/> |
| **Faculty and Staff Directory** | <http://www.strose.edu/faculty-staff/?letter=b#results> |
| **Calendar of Events** | [www.strose.edu/calendar/](https://oldmail.strose.edu/owa/redir.aspx?C=18e380b116764a82ba036f9aac8921e8&URL=http%3a%2f%2fwww.strose.edu%2fcalendar%2f) |

**Saint Rose Alumni Educational Leaders - *On the Move***

**Jodi Marvin,** was appointed as the Jr/Sr. High School Principal at Duanesburg, summer of 2015.

**Andrea Marques**, appointed as Principal of Albany High School's - Abrookin Career and Technical Center

**Louise Gundrum,** was recently appointed as theAssistant Principal, Central Park School, Schenectady City Schools

**Tina O’Brien**, was appointed in November to be the Elementary Principal in Lansingburgh Central School District

**Scott Whittemore**, appointed as new Assistant Superintendent for Business, Queensbury Central School District

**Important Upcoming Dates**

Wed. April 6 SBL NYS Assessment Preparation Session – Albertus 211, 7:05 pm – 9:30 pm

Mon. April 18 Internship Orientation Meeting for Summer or Fall New Interns – SC 369, 5:30 pm

**E-Mail Address or Position Change? Please Let us Know**

We want to maintain an up to date e-mail contact list of our colleague family of graduates from our Educational Leadership program at St. Rose. Your receipt of this newsletter indicates that we have a functioning e-mail. However, if you have a more current or primary e-mail address different than the one we have on file, please let Kevin Baughman know at [Baughmak@strose.edu](mailto:Baughmak@strose.edu).

**Mandatory Internship Meeting For Summer/Fall Internships April 18, 2016**

The Internship Seminar Orientation meeting for students planning to begin internships in Summer or Fall 2016 will be held on Monday, April 18 from 5:30-7:30pm in the Science Center Room 369. Prior to attending, interested students should: 1) download the most recent Internship Guide from the Educational Leadership web site; 2) Review the on-line Internship Overview videos (see above); and 3) hold an initial meeting with the prospective on-site supervisor of the internship. Students may begin the internship upon completion of a minimum of 12 credits, but must have completed EDA 510 Supervision no later than beginning EDA 547 (part 2 of internship). Students should be registering for EDA 546 for either Summer, 2016 or Fall, 2016. Contact Nancy Noonan, Internship Coordinator, with any questions at [nnoonan@strose.edu](mailto:nnoonan@strose.edu).

**New Internship Overview Videos Assist Students Preparing for Internships**

Over the past year, there have been several key changes in the educational leadership administrative internship process. With cooperation between Internship Coordinator Nancy Noonan, Contracts Administrator Dr. Richard Hawkins, and our Albany based program, the internship is now based upon the NCATE Leadership Standards. Within the 20 projects developed, interns must address the elements of each standard for building and district level leadership (a total of 50). Furthermore, the artifacts are now maintained on-line as an e-portfolio.

To assist new and prospective students in planning and developing an authentic, rigorous, high quality internship field experience, the program has developed with much assistance from Nancy Noonan, a set of 4 on-line videos detailing the key aspects of the internship process including application, proposal, artifacts, and responsibilities. We have provided this list on-line through You Tube videos with addresses listed below:

**EDA 546/547 Administrative Internship Overview – On-Line You Tube Videos**

Module 1 Internship Overview: <https://youtu.be/Mx_rU86Nh8A>

Module 2 Internship Application Process: <https://youtu.be/sqE4TeYYsbo>

Module 3 Internship Proposal & Artifacts: <https://youtu.be/DVNjavCUPRM>

Module 4 Internship Responsibilities: https://youtu.be/809keJCr85s

**New Internship E-Portfolio**

After years of requiring our administrative interns to develop, organize and present multiple internship three-ring binders , we are going digital. No more lost or damaged binders. With the support of Dean Dr. Margaret McLane, Dr. Rich Hawkins, and Nancy Noonan, we have developed an organizational structure using Chalk & Wire where interns will upload all internship materials including the application, proposal, and one internship artifact representing each of the standard elements for School Building Leader (SBL) and School District Leader (SDL). Using the 20 required projects, artifacts will be generated and uploaded by the intern throughout the experience. Before submitting the e-portfolio electronically, each intern will need to select only one artifact for each standard element. An artifact can be used more than once. We will be discussing this in more detail within the Internship Seminar and with you college site supervisor.

**Educational Administration & Leadership Programs Contact Information**

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**Dr. Margaret McLane**

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Coordinator, Educational Leadership Programs

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**Dr. Ryan Sherman**

Email: [rysherm@schuylerville.org](mailto:rysherm@schuylerville.org)

**Michele Handzel, Esq.**

Email: [michele.handzel@neric.org](mailto:michele.handzel@neric.org)

**Attention Experienced Alumni – We Covet Your Expertise!**

The perspective of theory into practice is embodied within our Educational Leadership program. As a practitioner program with a strong focus on successful leadership practices that lead to student growth and achievement, we must always ensure that the experiences and voice of practicing school leaders always remains strong in our program and courses. We accomplish this through utilizing adjunct professors and enriching courses and content with speakers and presenters ranging from current school administrators to officials from the New York State Education Department.

Please consider sharing your experiences and expertise with our students and program by contacting Kevin Baughman at [Baughmak@strose.edu](mailto:Baughmak@strose.edu) or calling the Educational leadership Programs office.

**Verification of Administrative Experience**

After a student completes our Educational Leadership program and meets all requirements, the College Registrar will recommend the student to the New York State Education Department for certification. Once a graduate obtains an administrative position, ***it is the graduate’s responsibility*** to verify administrative experience to New York State. Information:  [http://www.highered.nysed.gov/tcert/certificate/form.html](https://oldmail.strose.edu/owa/redir.aspx?C=0859a68f9fec4512af1bf9d7109ac63c&URL=http%3a%2f%2fwww.highered.nysed.gov%2ftcert%2fcertificate%2fform.html).

**Checklist Requirements for Administrative Certification A-Z**

Below is a comprehensive checklist of New York State Education requirements for qualifying for administrative certification. Please review them carefully as several have been recently amended. You may wish to keep a copy of this information.

**School Building Leader (SBL)**

**Internship Certificate (SBL)**

* **Enrolled in College of Saint Rose NYS Registered Program – School Building Leader**
* **Completion of at least 12 credits (50%) of the Graduate Program - School Building Leader**
* **Institutional Recommendation from Registrar’s Office - School Building Leader**
* **Institutional Recommendation from Saint Rose Registrar’s Office - School Building Leader**
* **Workshop - Dignity For All Students Act**

*EDU 609 at Saint Rose (See course offerings). Requires completion of six clock hours of coursework or training in Harassment, Bullying and Discrimination Prevention and Intervention from a provider approved by NYSED on a fee basis. Upon completion of the workshop, the provider will provide Certification of Completion. Send document to NYS Education Department, Office of Teaching, 89 Washington Ave., Albany, NY 12234. (Photocopies are acceptable).*

* **Fingerprint Clearance**

**Initial Certificate: School Building Leader (SBL)**

* **Completion of College of Saint Rose NYS Registered Program 24 credits - SBL**
* **Institutional Recommendation from Registrar’s Office - School Building Leader**
* **Additional Education – Masters Degree**

*Masters degree means a graduate degree awarded following the satisfactory completion of at least a one-year graduate-level curriculum and other requirements. The program must be offered by an institution of higher education approved by the Commissioner of Education or a regional accrediting agency.*

* **Paid, Full-time Classroom Teaching/PPS Experience - 3 Years**
* **Educating All Students Test (EAS)** [*http://www.nystce.nesinc.com/NY17\_teachercertification.asp*](http://www.nystce.nesinc.com/NY17_teachercertification.asp)
* **School Building Leader Assessment (SBL) - Part 1 & 2** [*http://www.nystce.nesinc.com/NY\_SLA\_Registration.asp*](http://www.nystce.nesinc.com/NY_SLA_Registration.asp)
* **Workshop - Dignity For All Students Act**

*EDU 609 at Saint Rose (See course offerings). Requires completion of six clock hours of coursework or training in Harassment, Bullying and Discrimination Prevention and Intervention from a provider approved by NYSED on a fee basis. Upon completion of the workshop, the provider will provide Certification of Completion. Send document to NYS Education Department, Office of Teaching, 89 Washington Ave., Albany, NY 12234. (Photocopies are acceptable).*

* **Workshop - Child Abuse Identification**

*EDU 601 at Saint Rose (see course offerings). Required is completion of two hours of training in child abuse identification and prevention on a fee basis. Upon completion of the workshop, the provider will provide Certification of Completion. Send document to NYS Education Department, Office of Teaching, 89 Washington Ave., Albany, NY 12234. (Photocopies are acceptable).*

* **Workshop - School Violence Intervention and Prevention**

*EDU 602 at Saint Rose (see course offerings). Required is completion of two hours of training in school violence prevention and intervention on a fee basis. by provider. Upon completion of the workshop, the provider will provide Certification of Completion. Send document to NYS Education Department, Office of Teaching, 89 Washington Ave., Albany, NY 12234. (Photocopies are acceptable).*

* **Fingerprint Clearance**

**Professional Certificate for School Building Leader (SBL)**

**□ Paid, full-time Admin experience - 3 Years** *(Includes 1 year “mentored experience” as school building leader)*

*The applicant must document paid, full-time work experience, acceptable to the Commissioner, in school administration. Acceptable experience relates to hiring, terminating, evaluating, and supervising professional school staff, overseeing the school budget, and developing curriculum. Experience assisting administrators or supervisors, however, will not be considered. "Mentored experience" refers to the guidance and professional support that experienced, certified teachers/school building leaders provide to new teachers/school building leaders in their first year of teaching/building leadership in a public school. Completion of the mentored experience must be verified by the superintendent of the employing school district through TEACH by entering a superintendent statement and selecting "Verification of Mentoring" as the statement.*

**□ Professional Development – 175 hours**

*Note: To maintain the validity of the Professional certificate once awarded, certificate holders must obtain 175 hours of appropriate professional development every five years after initial receipt.*

**School District Leader (SDL)**

**Transitional D Certificate (SDL)**

* **Enrolled in College of Saint Rose NYS Registered Program – School District Leader**
* **College of Saint Rose Recommendation from Registrar’s Office – SDL Transitional D Certificate**
* **Additional Education – Masters Degree**

*Masters degree means a graduate degree awarded following the satisfactory completion of at least a one-year graduate-level curriculum and other requirements. The program must be offered by an institution of higher education approved by the Commissioner of Education or a regional accrediting agency.*

* **School District Employment/Commitment – SDL**

*Letter provided to The College of Saint Rose by the school district indicating employment of the person in a position of district level responsibility who will receive mentoring support from another administrator with district experience and school district leader certification.*

* **Fingerprint Clearance**

*Must be cleared by the New York State Education Department through a fingerprint-supported criminal history background check. Candidates fingerprinted and cleared by the New York City Board of Education after July 1, 1990, may submit that clearance to the Department to satisfy this requirement. Detailed information and forms can be found at the Office of School Personnel Review and Accountability (OSPRA) Web site:* [*http://www.highered.nysed.gov/tcert/ospra/*](http://www.highered.nysed.gov/tcert/ospra/)

* **Workshop - Dignity For All Students Act**

*EDU 609 at Saint Rose (See course offerings). Requires completion of six clock hours of coursework or training in Harassment, Bullying and Discrimination Prevention and Intervention from a provider approved by NYSED on a fee basis. Upon completion of the workshop, the provider will provide Certification of Completion. Send document to NYS Education Department, Office of Teaching, 89 Washington Ave., Albany, NY 12234. (Photocopies are acceptable).*

**Professional Certificate (SDL)**

* **Completion of College of Saint Rose NYS Registered Program - School District Leader**
* **Institutional Recommendation from Registrar’s Office - School District Leader**
* **Additional Education - Masters Degree**

*Masters degree means a graduate degree awarded following the satisfactory completion of at least a one-year graduate-level curriculum and other requirements. The program must be offered by an institution of higher education approved by the Commissioner of Education or a regional accrediting agency.*

* **Graduate Coursework - 60 graduate hours**

*“Graduate Coursework" means studies that can be credited toward a graduate degree granted by an institution of higher education that is approved by the Commissioner of Education or by a regional accrediting agency.*

* **Paid, full-time Admin/PPS/Classroom Teaching experience - 3 Years**

*The applicant must demonstrate paid, full-time work experience as a classroom teacher, pupil personnel professional (e.g., school counselor), or administrator.*

* **Examination - School District Leader - Part 1 & Part 2** [*http://www.nystce.nesinc.com/NY\_SLA\_Registration.asp*](http://www.nystce.nesinc.com/NY_SLA_Registration.asp)
* **Workshop - Dignity For All Students Act**

*EDU 609 at Saint Rose (See course offerings). Requires completion of six clock hours of coursework or training in Harassment, Bullying and Discrimination Prevention and Intervention from a provider approved by NYSED on a fee basis. Upon completion of the workshop, the provider will provide Certification of Completion. Send document to NYS Education Department, Office of Teaching, 89 Washington Ave., Albany, NY 12234. (Photocopies are acceptable).*

* **Workshop - Child Abuse Identification**

*EDU 601 at Saint Rose (see course offerings). Required is completion of two hours of training in school violence prevention and intervention on a fee basis. by provider. Upon completion of the workshop, the provider will provide Certification of Completion. Send document to NYS Education Department, Office of Teaching, 89 Washington Ave., Albany, NY 12234. (Photocopies are acceptable).*

* **Workshop - School Violence Intervention and Prevention**

*EDU 602 at Saint Rose (see course offerings).*

* **Fingerprint Clearance**

*Must be cleared by the New York State Education Department through a fingerprint-supported criminal history background check. Candidates fingerprinted and cleared by the New York City Board of Education after July 1, 1990, may submit that clearance to the Department to satisfy this requirement. Detailed information and forms can be found at the Office of School Personnel Review and Accountability (OSPRA) Web site:* [*http://www.highered.nysed.gov/tcert/ospra/*](http://www.highered.nysed.gov/tcert/ospra/)

* **Citizenship Status - INS Permanent Residence or U.S. Citizenship**

*New York Education Law permits individuals with USCIS (United States Citizenship and Immigration Services) Permanent Residence status to qualify for a Permanent/Professional teacher certificate. To verify your permanent residence status, submit one of the following with your application:*

* *photocopy of your permanent resident card ("Green Card")*
* *photocopy of your passport stamped with "Processed for 1-551 Temporary Evidence of Lawful Admission for Permanent Residence"*
* *a certified and sealed copy of a letter from the USCIS verifying permanent residence*

**□ Professional Development – 175 hours**

*Note: To maintain the validity of the Professional certificate once awarded, certificate holders must obtain 175 hours of appropriate professional development every five years after initial receipt.*

*Note: The New York State Education Department does not recognize teacher certification or teacher education programs from outside the United States or its territories. Candidates would have to apply for certification under the New York State individual evaluation pathway for a certificate where the individual evaluation pathway is available.* *For more information:* [*www.highered.nysed.gov/tcert*](http://www.highered.nysed.gov/tcert)

**School District Business Leader (SDBL)**

**Professional Certificate (SDBL)**

* **Completion of College of Saint Rose NYS Registered Program - School District Business Leader**
* **Institutional Recommendation from Registrar’s Office - School District Leader**
* **Additional Education - Masters Degree**

*Masters degree means a graduate degree awarded following the satisfactory completion of at least a one-year graduate-level curriculum and other requirements. The program must be offered by an institution of higher education approved by the Commissioner of Education or a regional accrediting agency.*

* **Graduate Coursework - 60 graduate hours**

*“Graduate Coursework" means studies that can be credited toward a graduate degree granted by an institution of higher education that is approved by the Commissioner of Education or by a regional accrediting agency.*

* **Paid, full-time Admin/PPS/Classroom Teaching experience - 3 Years**

*The applicant must demonstrate paid, full-time work experience as a classroom teacher, pupil personnel professional (e.g., school counselor), or administrator.*

* **Examination - School District Business Leader - Part 1 & Part 2** [*http://www.nystce.nesinc.com/NY\_SLA\_Registration.asp*](http://www.nystce.nesinc.com/NY_SLA_Registration.asp)
* **Workshop - Dignity For All Students Act**

*EDU 609 at Saint Rose (See course offerings). Requires completion of six clock hours of coursework or training in Harassment, Bullying and Discrimination Prevention and Intervention from a provider approved by NYSED on a fee basis. Upon completion of the workshop, the provider will provide Certification of Completion. Send document to NYS Education Department, Office of Teaching, 89 Washington Ave., Albany, NY 12234. (Photocopies are acceptable).*

* **Workshop - Child Abuse Identification**

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* **Workshop - School Violence Intervention and Prevention**

*EDU 602 at Saint Rose (see course offerings).*

* **Fingerprint Clearance**

*Must be cleared by the New York State Education Department through a fingerprint-supported criminal history background check. Candidates fingerprinted and cleared by the New York City Board of Education after July 1, 1990, may submit that clearance to the Department to satisfy this requirement. Detailed information and forms can be found at the Office of School Personnel Review and Accountability (OSPRA) Web site:* [*http://www.highered.nysed.gov/tcert/ospra/*](http://www.highered.nysed.gov/tcert/ospra/)

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*New York Education Law permits individuals with USCIS (United States Citizenship and Immigration Services) Permanent Residence status to qualify for a Permanent/Professional teacher certificate. To verify your permanent residence status, submit one of the following with your application:*

* *photocopy of your permanent resident card ("Green Card")*
* *photocopy of your passport stamped with "Processed for 1-551 Temporary Evidence of Lawful Admission for Permanent Residence"*
* *a certified and sealed copy of a letter from the USCIS verifying permanent residence*

**□ Professional Development – 175 hours**

*Note: To maintain the validity of the Professional certificate once awarded, certificate holders must obtain 175 hours of appropriate professional development every five years after initial receipt.*

**Change in Tenure Law Effective on Many Appointments After July 1, 2015**

School leaders should note that Sections 3012 and 2509 of the Education Law were recently amended requiring teachers, principals, administrators, supervisors, and other members of the school district teaching and supervising staff appointed effective on or after July 1, 2015, now must be appointed for a probationary period of four years. There are several exceptions to the new law. A two-year substitute teacher having received the annual professional performance review (APPR) ratings in each year, is to be appointed for a probationary period of two years. The other exception is teachers in good standing, having previously been granted tenure in a school district within the State, shall be appointed to a three year probationary period. Administrators should familiarize themselves with several nuances of this new regulation.

**Registering for Courses On-line**

As we approach each new semester, current students sometimes indicate to faculty that no registration information for the upcoming semester was ever received. According the Registrar’s office, college policy is to only send registration information to your local Saint Rose e-mail address. If a student checks this email address, they will usually find the registration information there. When students don't use or check it often, it is suggested that a student go in once and setting up an automatic forward to their personal email so they don't miss this important information. Also remember, new enrolled students must receive their first PIN from the advisor. For each subsequent semester, registration Alternate PIN works as follows: Spring: Students receive PIN for Summer/Fall; Fall: Students receive PIN for Spring courses.

**Application for the Master’s Degree/Advanced Certificates**

As you begin your last semester to complete your degree or certificate, you need to download the Application for a Masters or Advanced Certificate from the Registrar’s office. This can be accessed in a pdf form from the address: <http://www.strose.edu/officesandresources/registrar/forms> . The form is also due no later than mid-March if you wish to have your name listed in the May commencement program. Finally, remember that the Registrar’s Office will only contact you with questions or concerns about you completion ***through your Saint Rose e-mail account***! If you don’t periodically monitor this account, you will miss critical information.

**Applying for Administrative Certification**

Once a student completes an approved certification program, The College recommends the student (now graduate) to the New York State Education Department (NYSED) confirming that the student has met our program requirements as registered. The graduate needs to actually file a certification application with New York State. NYSED uses an online processing system for NYS Teacher Certification called TEACH. All students will use the TEACH system to apply for their NYS Teacher certification. Everything, including payment, will be done online though the TEACH system. Instructions for doing so are posted on the College website link below. Please be sure to choose the appropriate set of instructions for your degree and certificate type (initial/professional – provisional/permanent). This sheet will give you step by step instructions to apply for your certificate(s) through the TEACH system. The link: <http://www.strose.edu/officesandresources/registrar/teachercertification>. You can submit your teacher certification application through the TEACH system at any time before or after you graduate. However, your application will not be reviewed by NYSED until after The College of Saint Rose sends our recommendation. The college will automatically send this recommendation approximately 3 weeks after the end of your last semester.

You and your potential employers can check your certification status online at any time. Therefore, The College of Saint Rose does not issue letters confirming your pending certification status with NYSED. At the bottom on each “Student Application Information Sheet” is contact information for the NYS Education Department should you have problems with the TEACH system. If you have problems filling out your application or have any questions about certification, please email us at [Certification@strose.edu](mailto:Certification@strose.edu). . In order to apply online, you will enter TEACH online services via the Office of Teaching Initiatives Web site at [www.highered.nysed.gov/tcert](http://www.highered.nysed.gov/tcert) and create a TEACH login and password at the New York State Directory Services site. Instructions are provided as you go through this process. Once you have created your login and password this step is completed and you never have to repeat this process (unless you forget your password).

**Masters in Educational Leadership Students!**

All students enrolled in the Masters in Educational Leadership must take two research based courses: EDA 500 Research in Educational Administration (3 credits) which (should be completed within first 12 credits) and EDA 595 Research Seminar in Educational Leadership/Administration (3 credits). However, due to fewer Masters level students, the College is requesting that EDA 500 and EDA 595 not be offered due to small enrollment. Instead, Educational Leadership students pursuing the Master’s degree should utilize similar courses in other departments and substitute as follows:

***For EDA 500 Research in Educational Administration (3 credits)*** --------- Substitute EPY 500 Educational Research: Offered Fall, Spring and Summer

***For EDA 595 Research Seminar in Educational Leadership/Administration (3 credits) ----------- You may substitute of theses 4 options:***

SED 590 Research Seminar in Special Education *(if you have background/interest in special education)*; or

EDU 590 Integrative Research Seminar *(ideal for general, all purpose leadership research);* or

EPY 592 Integrative Seminar in Education *(applies to those with a strong psychological background or job experience)*

In summary, make sure you take EPY 500 within your first 12-15 credit hours. You may then take either SED 590, EDU 590 or EPY 592. Highly motivated students may take both courses in the same semester (EPY 500 and one of the other courses). **Remind your advisor to complete a course substitution form for each course**. Contact Dr. Baughman with any questions.

**Information on the NYSTCE School Leadership SBL Assessment**

There will be a Test Preparation Session for all students anticipating taking the NYSTCE School Leadership Assessment on Wednesday, April 6 from 7:05 pm until 9:30 pm in Albertus 211. Students preparing for the NYSTCE School Leadership Assessment and for the Test Preparation session ***should download the Test Preparation Booklet from the Google Docs address listed below.*** The booklet combined information from New York State and The College of Saint Rose and students have remarked how helpful the materials are for preparation. Our Educational Leadership program at The College of Saint Rose usually conducts a Fall and Spring SBL Test Preparation session. You should attend one or both of these sessions too. Look for date(s) in this and future newsletters. Downloading the Study Guide: <https://drive.google.com/file/d/0B1tenFGmdgg-eWJuZEl0eTAzWkE/edit?usp=sharing> .

**About the Exam/Assessment**

Register as early as possible before your desired test date due to limited seating. Before registering, you may check real-time seat availability and review test center locations.

* **General test information**: <http://www.nystce.nesinc.com/index.asp>
* **Test registration** for computer-based testing: <http://www.nystce.nesinc.com/NY17_internetreg.asp>
* **Check seat availability** at [www.pearsonvue.com/es/sa/](http://www.pearsonvue.com/es/sa/).
* **Locate a test center** at [www.pearsonvue.com/es/locate/](http://www.pearsonvue.com/es/locate/).

Candidates may take Part One and Part Two on a single day (usually 8-5:00 pm) although our Educational Leadership program recommends our students taking the parts on two separate testing dates to avoid fatigue and to score as high as possible on the assessment. If you choose to take the assessment parts on two separate dates, you must submit two separate registrations, one for each test.

The SLAs are offered during the following testing windows listed below.

| **School Building Leader Administrations** | **School District Leader/School District Business Leader Administrations** | **Score Report Date** |
| --- | --- | --- |
| Feb 13–Feb 29, 2016  not including Sundays | Feb 23–March 4, 2016  not including Sundays | March 23, 2016 |
| April 23–May 9, 2016  not including Sundays | May 4–May 14, 2016  not including Sundays | June 1, 2016 |
| June 25–July 13, 2016  not including Sundays and July 4 | July 6–July 16, 2016  not including Sundays | Aug 3, 2016 |

**Educational Leadership 2015-2019 Projected Course Schedule**

We develop a projected tentative schedule of courses so that students and advisors can better coordinate and plan program completions. Please keep in mind however, that this is tentative, and subject to change.

