



Center for Integrated Training & Education

1-877-922-2483  
www.citeonline.com

# INCITE

The Newsletter for Administration Students

March 2020

## MASTER'S INFORMATION

### EDA 500/595 Westchester

EDA 500: May 16-17 (Albany); June 6, 27; July 11  
EDA 595: July 25

### EDA 500/595 Oceanside

EDA 500: May 30-31 (Albany); June 20; July 11; August 15  
EDA 595: August 22

To register, please email Diane at [diane@citeonline.com](mailto:diane@citeonline.com).

**DASA Workshops  
HAVE BEEN CANCELLED.  
PLEASE CHECK THE APRIL  
NEWSLETTER FOR UPDATES.**

In the event of inclement weather please email [WEATHERUPDATE@CITEONLINE.COM](mailto:WEATHERUPDATE@CITEONLINE.COM)  
to receive an automated response letting you know the status of classes.

## MARCH 2020 INTERNSHIP SEMINARS

All students must attend 7 seminars - one term internship students must attend 4 seminars.

**PLEASE NOTE: YOU WILL NOT RECEIVE CREDIT FOR SEMINARS UNTIL AFTER YOU HAVE ATTENDED THE ORIENTATION**

**Students attending seminars at Best Western Mill River Manor in Rockville Centre are asked to use the train station parking lot as the hotel lot is reserved for guests staying at the hotel only.**

**DUE TO THE CORONAVIRUS, ALL SEMINARS  
AND WORKSHOPS HAVE BEEN CANCELLED  
FOR THE MONTH OF MARCH.  
PLEASE CHECK THE NEWSLETTER ON  
WEDNESDAY, APRIL 1ST FOR AN  
UPDATED SCHEDULE.**

**PRE-REGISTRATION FOR SEMINARS IS REQUIRED - LIMITED SEATING**

→ To register, please email [tom@citeonline.com](mailto:tom@citeonline.com) ←

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

**PLEASE NOTE: CHILDREN ARE NOT PERMITTED TO ATTEND CLASSES, SEMINARS  
OR WORKSHOPS HOSTED BY CITE AND THE COLLEGE OF SAINT ROSE**

# SDL COURSE SCHEDULE

SDL CLASSES DO NOT HAVE TO BE TAKEN IN ORDER

Students must sign up for SDL courses by paying a \$100 deposit per course via check or credit card. We suggest calling to sign up as soon as possible so classes are not cancelled.

They can also fill up so you should secure your spot.

Course	Dates	Location	Students	Instructor
EDA 601 District Level Leadership	April 4, 18, 25; May 2, 9	Westchester <b>CLOSED</b>	Cohorts 1-58	B. Gassaway
EDA 601 District Level Leadership	April 4, 18, 25; May 2, 16	Oceanside	Cohorts 1-58	T. Lisante
EDA 601 District Level Leadership	April 4, 25; May 2, 9, 16	Brooklyn <b>CLOSED</b>	Cohorts 1-58	H. Cheliotas
EDA 601 District Level Leadership	April 4, 25; May 2, 9, 16	Westchester <b>CLOSED</b>	Cohorts 1-58	M. Schildkraut
EDA 601 District Level Leadership	April 4, 25; May 2, 9, 16	Suffolk	Cohorts 1-58	M. Cartisano
EDA 601 District Level Leadership	April 5, 19, 26; May 3, 10 <b>***SUNDAYS - JUST ADDED***</b>	Oceanside	Cohorts 1-58	C. Russo
EDA 602 School District Community	May 16, 30; June 6-7 (Albany), June 13	Westchester <b>CLOSED</b>	Cohorts 1-58	B. Gassaway
EDA 602 School District Community	May 17, May 30-31 (Albany); June 7, 14 <b>***SUNDAYS - JUST ADDED***</b>	Oceanside	Cohorts 1-58	C. Russo
EDA 602 School District Community	May 30; June 6-7 (Albany); June 20, 27	Oceanside	Cohorts 1-58	T. Lisante
EDA 602 School District Community	May 30; June 6, June 13-14 (Albany); June 27	Brooklyn <b>CLOSED</b>	Cohorts 1-58	H. Cheliotas
EDA 602 School District Community	May 30; June 6, June 13-14 (Albany); June 27	Westchester	Cohorts 1-58	M. Schildkraut
EDA 602 School District Community	May 30; June 13-14 (Albany); June 20, 27	Suffolk	Cohorts 1-58	M. Cartisano

**\*\*\*CALL THE CITE OFFICE AT 516-221-2936 TO BE PUT ON THE WAITING LIST FOR CLOSED CLASSES\*\*\***

PLEASE NOTE: CHILDREN ARE NOT PERMITTED TO ATTEND CLASSES, SEMINARS OR WORKSHOPS HOSTED BY CITE AND THE COLLEGE OF SAINT ROSE

## NEXT COHORT STARTING JUNE 2020

We will be starting a new Cohort (Cohort 61) in June 2020. The locations will be Brooklyn, Long Island, Westchester. If we have enough demand we will also have a cohort in Bronx. If you have a co-worker or friend who is interested please have them call our office for more information. And don't forget if you recommend someone & they are accepted & begin the program you get a \$50 Gift Card!

**Blog:** [www.citeonline.com/blog](http://www.citeonline.com/blog) • **Twitter:** @CITEonline  
**Facebook:** [www.Facebook.com/CITEonline](http://www.Facebook.com/CITEonline)

# SPRING 2020 TEST PREP SESSIONS

PLEASE NOTE: THERE MUST BE AT LEAST 10 STUDENTS SIGNED UP IN ORDER TO RUN THE WORKSHOP

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**Students attending meetings at Best Western Mill River Manor in Rockville Centre are asked to use the train station parking lot as the hotel lot is reserved for guests staying at the hotel only.**

The next administration of the SBL NYSED certification assessments will take place April 18 - May 4 (Test 107/108) and the SDL NYSED certifications will take place April 29 - May 9 (Test 103/104).

To register to take the exams go to [www.nystce.nesinc.com](http://www.nystce.nesinc.com). Our analysis of assessment results to date, in combination with feedback from our students who successfully completed those assessments, has resulted in our strong recommendation that all students taking the SBL and SDL assessments fully access the on line Test Prep resources referenced below prior to taking the tests.

**All students must attend at least one Mandated Test Prep seminar.** We strongly recommend participation in the Test Prep session. There is no charge for these sessions. Completion of all SBL and SDL courses is recommended before taking the SDL assessment. Whenever possible, we encourage all students to take Parts One and Two of each assessment on different days.

**Students must enroll by emailing [tom@citeonline.com](mailto:tom@citeonline.com).**

A minimum enrollment of 10 students is required for the sessions to be offered. The Test Prep sessions will include: highlights of relevant coursework concepts. Use the SBL and SDL New York State Certification Examinations Preparation Guides in constructing narrative responses to content specific issues. You can only attend Test Prep after attending Internship Orientation.

**To actively participate in the course or independently engage in self study students need to download and bring to test prep sessions the SBL/SDL NYSTCE Preparation Guides ([www.nystce.nesinc.com](http://www.nystce.nesinc.com)).**