



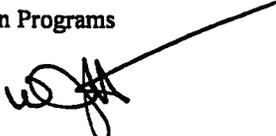
PUBLIC SCHOOLS OF NORTH CAROLINA

DEPARTMENT OF PUBLIC INSTRUCTION | June St. Clair Atkinson, Ed.D., *State Superintendent*

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MEMORANDUM

TO: Directors of Exceptional Children Programs

FROM: William J. Hussey, Director
Exceptional Children Division 

SUBJECT: New Directors' Leadership Institute (NDLI) 2015-17 Cohort

DATE: May 26, 2015

The New Directors' Leadership Institute provides opportunities to develop knowledge and skills in each of six areas of competencies over a two-year (135 hours) training cycle. The training cycle includes four two and one half-day and four two-day session Institute Sessions (see attached agenda). The training consists of research-based competencies which were developed by directors and grouped into training modules.

The Exceptional Children Division has made a commitment to provide training by individuals (national, state & local) who are knowledgeable of the ECPD position and on a schedule that permits you to use the new skills as soon as possible in your role as director. Participants are expected to attend all sessions and complete on-site and off-site assignments. Exceptional Children Program Directors (ECPD) with less than two years of service are invited to apply for the NDLI. Participants who are currently serving as EC Director will be accepted into the training first. Additional space availability will be open to district level special education program specialist, to support capacity building. A district with an ECPD vacancy, that is anticipating hiring prior to September 2015, may complete an application for the position. There is a \$425 registration fee for each year of participation. Please complete the enclosed application and submit the registration fee for year one to the address on the application by July 15, 2015.

Requirements for Exceptional Children Program Director licensure include: hold a master's degree in special education or a related field, complete an additional nine hours of graduate course credit, obtain a passing score on the Education Leadership (0410) PRAXIS examination and obtain a recommendation by a local education agency.

The New Directors' Leadership Institute will provide CEUs upon completion of all sessions and the program requirements. We are currently investigating the opportunity to acquire the additional nine hours of graduate credit through East Carolina University Graduate School. Additional information will be provided to registered participants when this is finalized. In the interim, current Exceptional Children Directors who do not hold an ECPD license should contact their Human Resources Director regarding steps necessary to secure licensure for this supervisory role.

Applicants will receive a letter indicating acceptance into the Institute. If accepted, the letter will include additional information about the initial session. Applicants who are not accepted will receive a full refund of the registration fee. If you have questions about the application process, please contact the Regional Consultant for your region.

c: Regional Consultants

BH/ST/kb

Enclosures

New Directors' Leadership Institute

**Overall Program (Two-Year Cohort)
Tentative Dates & Locations**

Year 1 (2015-2016)

Session 1: September 8-10, 2015

Raleigh

Session 2: October 29-30, 2015

Charlotte

Session 3: February 16-17, 2016

Morehead City

Session 4: April 12-13, 2016

North Wilkesboro

Session 5: June 21-22, 2016

Winston-Salem

Year 2 (2016-2017)

Session 6: October 19-21, 2016

Location TBD

Session 7: January 11-13, 2017

Location: TBD

Session 8: May 3-5, 2017

Location: Blowing Rock

**New Directors' Leadership Institute
2015-17 Cohort**

Presented by:

**The Department of Public Instruction
Exceptional Children Division**

General Guidelines and Information:

- Payment is required at the time of registration.
- Registrations are to be mailed with payment, not faxed.
- A copy of the completed registration information should be maintained by the applicant.
- Applicants not accepted will receive a full refund.
- For additional questions/information about the Institute, contact Sherry Thomas.
- For additional questions/information about registration, please contact Assistant Director, Sherry Thomas at sherry.thomas@dpi.nc.gov 919-807-3992 or Linda Gray at lgray@uncc.edu 704-687-8826.

Receipt of Registration Fee & Application Deadline is: JULY 15, 2015

Registration fee of \$425 for first year (five sessions) made payable to:

UNC – Charlotte

Attention: Linda Gray
UNC Charlotte
College of Education, Room 152
Exceptional Children
9201 University City Blvd
College of Education, Room 152
Charlotte, NC 28223

New Directors' Leadership Institute
2015-17

Registration Form

Name:		Social Security No:
District/Agency:		
Address:		
City:	State:	Zip:
Work Phone:	Fax:	Home Phone:
E-mail:		

Current Position: (Please check one)

Exceptional Children Program Director

Other - Identify position: _____

Background:

Degree(s) & Year Received _____

Education Experience (include number of years for each position listed):

Explain why it is important to you to participate in this two-year Institute (include what you hope to learn, skills you hope to gain, etc.):

Please read and sign below:

I, the undersigned, realize only a limited number of participants can be accepted for this training and attendance is required at all institute sessions. I agree to attend all institute sessions.

Participant's Signature: _____ Date: _____

I, the undersigned, realize only a limited number of participants can be accepted for this training and attendance is required at all institute sessions. I agree _____ can be away from the district to attend all institute sessions.

(Name of Participant)

Superintendent's or Designee's Signature: _____ Date: _____