




PUBLIC SCHOOLS OF NORTH CAROLINA

DEPARTMENT OF PUBLIC INSTRUCTION | Mark Johnson, *Superintendent of Public Instruction*

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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) 2018-20 Cohort

DATE: April 3, 2018

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

The Exceptional Children Division has made a commitment to provide training by individuals, both state and local, who are knowledgeable of the Exceptional Children Program Directors' (ECPD) position. Content is developed based on the competency areas identified as essential to the role of EC Directors. Participants are expected to attend all sessions, and complete on-site and off-site assignments. ECPD with less than two years of service are invited to apply for the NDLI. Participants who are currently serving as EC Directors will be accepted into the training first. Additional space availability will be open to district level leadership positions to support capacity building for future EC Directors, and the Division respectfully requests a limit of two participants per district, unless space permits otherwise. A district with an ECPD vacancy, that is anticipating hiring prior to September 2018, 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, 2018.

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 Educational 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 able to offer 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 their registration is finalized. 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 Coordinator for your region.

c: Regional Consultants

BH/ST/kb

Enclosures

**New Directors' Leadership Institute
Overall Program (Two-Year Cohort)
Tentative Dates & Locations**

YEAR 1 (2018-2019)

Session 1: September 5 & 6, 2018	DPI/Raleigh
Session 2: November 27 & 28, 2018	Monroe
Session 3: January 29 & 30, 2019	Atlantic Beach
Session 4: April 2 & 3, 2019	Winston-Salem
Session 5: June 11 & 12, 2019	Wilkesboro/Asheville

YEAR 2 (2019-2020)

Session 6: October 16 - 18, 2019	New Bern
Session 7: January 7 - 9, 2020	Durham
Session 8: April 28 - 30, 2020	Blowing Rock

**New Directors' Leadership Institute
REGISTRATION FORM 2018-2020**

Name:		District/Agency:
Address:		
City:	State:	Zip:
Work Phone:	Fax:	Cell 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):

POSITION	YEARS HELD

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: _____

**New Directors' Leadership Institute
2018-2020 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 Assistant Director Sherry Thomas or your Regional Coordinator.
- ❖ For additional questions/information about registration, contact Assistant Director Sherry Thomas at sherry.thomas@dpi.nc.gov /919-807-3992 or Nance Bellizzi at nbellizz@uncc.edu /704-687-8824.

Receipt of Registration Fee & Application Deadline is: July 15, 2018

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

UNC – Charlotte

Attention: Natasha Taylor
UNC Charlotte
Cato College of Education, Room 152
Exceptional Children
9201 University City Blvd
Charlotte, NC 28223