



NORTH CAROLINA DEPARTMENT OF PUBLIC INSTRUCTION

Catherine Truitt, *Superintendent of Public Instruction*

www.dpi.nc.gov

MEMORANDUM

March 22, 2023

TO: Charter School Administrators
Directors/Coordinators of Exceptional Children Programs-Charter Schools

FROM: Sherry H. Thomas, Senior Director *SA7*
Office of Exceptional Children

CHARTER EC LEADERSHIP INSTITUTE (CECLI) 2023 - 2024 COHORT

We are pleased to announce that applications are being accepted for the 8th annual Charter Exceptional Children Leadership Institute (CECLI). The Institute provides guidance and technical assistance with Exceptional Children (EC) services providing valuable opportunities to develop knowledge and skills in each of the eight [Administrator of Special Education Professional Leadership Standards](#) over a one-year training cycle. The training cycle includes a hybrid of face-to-face and webinar sessions totaling 80 hours (see details below). The training consists of research-based competencies which were developed by directors and grouped into training modules.

The Office of Exceptional Children has a commitment to provide training by individuals (national, state, and local) who are knowledgeable of the unique needs of EC services in Charter Schools and on a schedule that permits you to use the new skills as soon as possible in your role as a leader. Participants are expected to attend all sessions and complete on-site and off-site assignments. Any current Charter School EC Coordinator or a designee with EC Coordinator potential is invited to apply for the CECLI opportunity. **Space is limited to 50 participants**, so please complete the application in a timely manner.

After the acceptance notification is received by the registrant, a registration fee of \$125 must be submitted. A check, money order, or credit card payment will be accepted (see guidelines below). Please complete the [2023-2024 CECLI Registration](#) by **May 15, 2023**.

The Charter EC Leadership Institute will provide CEUs upon completion of all sessions and the program requirements. Applicants will receive a letter indicating acceptance into the institute. If accepted, the letter will include additional information about the initial session, to be held in a face to face format during Summer Institute at UNCG. If you have any questions about the application process, please contact the Regional Consultant for your area, Michelle Hamm (984) 236-2526, Rob McOuat (984) 236-2600 or Lynn Metcalf (984) 236-2599.

OFFICE OF EXCEPTIONAL CHILDREN

Sherry H. Thomas, Senior Director | sherry.thomas@dpi.nc.gov
6356 Mail Service Center, Raleigh, North Carolina 27699-6356 | (984) 236-2550
An Equal Opportunity/Affirmative Action Employer

**Charter EC Leadership Institute
2023 - 2024 Cohort**

Presented by:

The Department of Public Instruction
Office of Exceptional Children

General Guidelines and Information:

- **Application Deadline is: May 15, 2023**
- Please register using this electronic link: [CECLI Registration](#)
- Payment of \$125 is required once notification of 2023-2024 CECLI Cohort acceptance has been received. There are three payment options: Check, money order, or credit card
- A link to pay via credit card will be sent once notification of 2023-2024 CECLI Cohort acceptance has been sent out.
- **Check/money order must be made payable to NC DPI (please include participant's name and "CECLI Registration" in the memo line).**
- **Once notification of 2023-2024 CECLI Cohort acceptance in the has been received, if submitting a check/money order, send to the address below:**

Attention: Cash Collections
Office of Exceptional Children
6356 Mail Service Center
Raleigh, NC 27699-6356

- A copy of the completed registration information should be maintained by the applicant.
- Participants will be notified of their 2023-2024 CECLI Cohort acceptance by June 1, 2023.
- For additional questions/information about the Institute, contact Michelle Hamm, michelle.hamm@dpi.nc.gov, Rob McOuat, robert.mcouat@dpi.nc.gov or Lynn Metcalf, lynn.metcalf@dpi.nc.gov.

CECLI Schedule & Topics

Proposed Topics
Being a Leader in Your School: Unpacking Leadership Standards
LEA Self Assessment-Building a Team, Gathering Data, Strategies for Implementation
MTSS Overview
Policy 101-Writing PLAAFPs & IEP Goals
Funding Sources-Chart of Accounts, Allowable Uses of Funds, Object Codes
Functional Behavior Assessment and Behavior Intervention Plans
Manifestation Determination
Dispute Resolution (The Good, The Bad, & The Ugly)
Continuum of Transition, Secondary Transitions, Occupational Course of Study
Testing & Accountability - Testing Students with Disabilities
Contracting Services with Outside Agencies
Assistive Technology
Standards Aligned IEPs & Progress Monitoring
SDI within an MTSS: High Leverage Practices for Special Education
Indicators, Disproportionality and Equity
School Nursing
Visually Impaired & Hearing Impaired Services
Extended Content Standards
Universal Design for Learning
Final Presentations
Graduation

- The topics listed above are tentative and subject to change due to possible face-to-face and institute/conference opportunities.
- Finalized dates and topics will be shared with participants along with their acceptance letter.
- CECLI will meet once monthly in a virtual format, typically on a Wednesday from 10:00-12:00.
- Face-to-face sessions will be held during Summer Institute 2023, November EC Conference 2023, March Institute 2024, and Summer Institute 2024 from 8:00-4:00.