



PUBLIC SCHOOLS OF NORTH CAROLINA

DEPARTMENT OF PUBLIC INSTRUCTION | Catherine Truitt, Superintendent of Public Instruction

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MEMORANDUM

TO: Directors of Exceptional Children Programs

FROM: Sherry H. Thomas, Director

DATE: May 18, 2022

NEW DIRECTORS' LEADERSHIP INSTITUTE (NDLI) 2022-24 COHORT

The New Directors' Leadership Institute provides opportunities to develop knowledge and skills in each of seven areas of advanced preparation standards over a two-year training cycle. The primary purpose for this institute is to provide on-going professional learning opportunities for new Exceptional Children Directors. The upcoming training cycle will consist of up to 130 hours/13 CEUs of course content and independent assignments provided through a blended format of in-person and virtual sessions. Review the [Calendar of Events](#) for the training dates and format details. Please note that the one-day Orientation Session will be held during Summer Institute at UNCG on July 27, 2022.

The Exceptional Children Division has made a commitment to provide training by individuals, both state and local, who are knowledgeable of the Exceptional Children Director position. Content is developed based on the [Council for Exceptional Children: Advanced Specialty Set](#) identified as essential to the role of Special Education Administration Specialist. Participants are expected to attend all sessions, and complete on-site and off-site assignments. The New Directors' Leadership Institute will provide CEUs upon completion of all sessions and the program requirements.

We will utilize a new Council for Exceptional Children (CEC) aligned text designed to support Special Education Administrators in the coming year. You will receive your copy of the *Handbook of Leadership and Administration for Special Education, 2nd Edition* (Crockett, J. B., Ed., Billingsley, B., Ed., Boscardin, M. L., Ed., 2019) at the Orientation Session at Summer Institute, or your copy will be mailed to the work address we have on file.

Exceptional Children Directors with less than two years of service in this position are invited to apply to participate in the NDLI. Applicants who are currently serving as Exceptional Children 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 Exceptional Children Directors. A district with an Exceptional Children Director vacancy, that is anticipating hiring prior to September 2022, may complete an application for the position. There is typically a \$425 registration fee for each year of participation. However, for the upcoming year, there will only be a small \$25 registration fee for the first session held during Summer Institute. All costs related to travel, lodging, and meal reimbursements for the face-to-face sessions are incurred by the LEA.

Please complete the enclosed application and submit to the email address indicated by **June 8, 2022**. Applicants will receive a letter indicating acceptance into the Institute by June 13, 2022. If accepted, the letter will include registration information about the Orientation Session. If you have questions about the application process, please contact the Regional Coordinator for your region.

c: Regional Coordinators
ST/MH/kb/na
Enclosures

EXCEPTIONAL CHILDREN DIVISION

Sherry H. Thomas, Director | sherry.thomas@dpi.nc.gov

6356 Mail Service Center, Raleigh, North Carolina 27699-6356 | (984) 236-2550

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New Directors' Leadership Institute 2022- 2024 Overall Program (Two-Year Cohort) Dates & Locations

CALENDAR OF EVENTS FOR NDLI SESSIONS

COLOR KEY: 2022 - 2024 Virtual 2022- 2024 Face-to-Face

Session	2022-2024 Cohort
Orientation	July 27, 2022 Format: In-Person 9:00 - 4:00 Location: In conjunction with Summer Institute 2022, UNCG, Greensboro, NC Elliott University Center, Claxton Room
	September 7-9, 2022 Format: In-Person Begins at 9:00 am on 9/7 & concludes at 1:00 on 9/9 Location: NCDPI, Room 150 N/S, Raleigh, NC
Session B	October 12 & 13, 2022 Format: Virtual 9:00 - 12:00 each day
	November 1, 2022 Format: In-Person 9:00 - 4:00 Location: In conjunction with the Conference on Exceptional Children, Koury Convention Center, Greensboro, NC
Session C	February 7 & 8, 2023 Format: Virtual 9:00 - 12:00 each day
	March 2023 (Exact date to be Announced) Format: In-Person 9:00 - 4:00 Location: In conjunction with the March Institute, Koury Convention Center, Greensboro, NC
Session D	April 18 & 19, 2023 Format: Virtual 9:00 - 12:00 each day
	July 2023 (Exact date to be Announced) Format: In-Person 9:00 - 4:00

	Location: In conjunction with Summer Institute 2023, UNC-Greensboro, Greensboro NC
Session E	September 6-8, 2023 <i>Format: In-Person</i> Begins at 9:00 am on 9/7 & concludes at 1:00 on 9/9 Location: NCDPI, Room 150 N/S, Raleigh, NC
Session F	October 11 & 12, 2023 <i>Format: Virtual</i> 9:00 - 12:00 each day
	November 2023 (Exact date to be Announced) <i>Format: In-Person</i> 9:00 - 4:00 Location: In conjunction with the Conference on Exceptional Children, Koury Convention Center, Greensboro, NC
Session G	February 7 & 8, 2024 <i>Format: Virtual</i> 9:00 - 12:00 each day
	March 2024 (Exact date to be Announced) <i>Format: In-Person</i> 9:00 - 4:00 Location: In conjunction with the March Institute, Koury Convention Center, Greensboro, NC
Session H	April 10 & 11, 2024 <i>Format: Virtual</i> 9:00 - 12:00 each day
	July 2024 (Exact date to be Announced) <i>Format: In-Person</i> 9:00 - 4:00 Location: In conjunction with Summer Institute 2023, UNC-Greensboro, Greensboro NC
Graduation	Summer Institute 2024 (Date TBD) (See Session H above)

New Directors' Leadership Institute
APPLICATION FORM 2022-2024

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.):

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Describe any accommodations or modifications that you will require for either face to face and/or virtual events. Please also list any dietary needs.

Face to Face Meetings	
Virtual Meetings	

Dietary Needs	
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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.

Applicant'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 Applicant)

Superintendent or Designee's Signature: _____ Date: _____

New Directors' Leadership Institute 2022-2024 Cohort

Presented by:

The Department of Public Instruction
Exceptional Children Division

General Guidelines and Information:

- A copy of the completed registration information should be maintained by the applicant.
- Registration fee for Year 1 is waived. There will only be a small registration fee for events held during Summer Institute. Year 2 registration fee is to be determined.
- For additional questions/information about the Institute, contact your Regional Coordinator.
 - Amy Betz (amy.betz@dpi.nc.gov) - RC, North Central & Sandhill
 - Cayce Favasuli (cayce.favasuli@dpi.nc.gov) - RC, Piedmont-Triad & Southwest
 - Traci Royal (traci.royal@dpi.nc.gov) - RC, Northwest and Western
 - Alysha Gray, (alysha.gray@dpi.nc.gov) - RC, Northeast & Southeast
- For additional questions/information about registration, contact cayce.favasuli@dpi.nc.gov or kscherpf@uncc.edu.

Application Deadline is: June 8, 2022

Acceptance Notification is: June 13, 2022

Email Completed Applications to:

[Krista Scherpf](mailto:kscherpf@uncc.edu)
kscherpf@uncc.edu
(704) 687-8826