

EDUCATIONAL ADMINISTRATION

Contact: (845) 257-2831

Certificate of Advanced Study

The 60-hour Certificate of Advanced Study (CAS) program incorporates a 30-hour master's degree and allows students to receive certification as a School Building Leader/School District Leader or School District Business Leader.

The **CAS in School Leadership** is a program that gives students who have a NYS permanent/professional teaching certificate dual certification as School Building Leader (SBL) and School District Leader (SDL). An internship is part of this program and is required for New York State certification, as well as passing of the relevant State Education Department school leadership exams. All candidates for the SBL/SDL internship must have a master's degree and have completed three of the four required courses and an administrative elective before commencing the internship.

The **CAS in School Business Leadership** consists of 24 credit hours of school business courses and a six-credit supervised internship in school business. Students complete three core courses as well as specific business courses customized for the school district business leader candidate. Candidates will also have to pass the State Education Department school district business leadership exam prior to being recommended for certification.

NOTE: The department has suspended admission to the following programs:

- MEd in School Leadership

Certificate of Advanced Study

- [School Leadership](#)
- [School Business Leadership](#)

EDA701. Internship in Educational Administration and Supervision. 3-12 Credits.

Planned and individual program will provide training and experience in a school leadership position in the area where certification is sought. Will be part-time for two semesters. Three credits per semester. There are visitations from college personnel to assist and guide the intern. Four (4) seminars are required.

Restrictions:

- Must have the following level: Graduate

May be repeated for credit

EDA702. Internship In Educational Administration and Supervision II. 2 Credits.

A planned and individual program will provide training and experience in a school leadership position in the area where certification is sought. May be full-time for one semester. Three credits per semester. There are visitations from college personnel to assist and guide the intern. Eight (8) seminars are required.

Restrictions:

- Must have the following level: Graduate

May be repeated for credit

EDA751. Public School Accounting. 3 Credits.

This course examines basic municipal accounting as it pertains to NYS accounting and reporting. Topics include GAAP; uniform system of accounts, including practice sets; familiarization with annual independent audits; and required state reports.

Restrictions:

- Must have the following level: Graduate
- Must be enrolled in the following field(s) of study (major, minor or concentration): Alt Cert:Sch Dist Ldr (TransD) (401B)

May not be repeated for credit

EDA752. Public School Budgeting. 3 Credits.

There have been significant changes in state and federal budgeting requirements since this class was last taught. Districts are now required to budget and report by building with a per student calculation included. Transparency reporting through and equity lens will be incorporated into the curriculum.

Restrictions:

- Must have the following level: Graduate
- Must be enrolled in the following field(s) of study (major, minor or concentration): School Business Leadership (402A)

May not be repeated for credit

EDA759. Administrative Leadership and School Organization. 3 Credits.

The history of organizations and the changing models and theories of school leadership are presented analyzing the influence prevailing models have on school administrative leadership.

Restrictions:

- Must be enrolled in the following field(s) of study (major, minor or concentration):
 - Alt Cert:Sch Dist Ldr (TransD) (401B)
 - School Business Leadership (402A)
 - School Leadership (401A)

May not be repeated for credit

EDA760. Current Issues in Educational Administration. 3 Credits.

This course will examine the effects social conditions have on children and families whose educational needs have been marginalized. Students will evaluate the effectiveness of school reform initiatives and develop ways to provide equitable education for all children.

Restrictions:

- Must have the following level: Graduate

May not be repeated for credit

EDA763. Educational Supervision and Accountability. 3 Credits.

This course examines the administrator's role in the application of effective supervisory practices as they relate to certified and non-certified personnel. COURSE FEE FOR WATERMARK .

Restrictions:

- Must have the following level: Graduate

May not be repeated for credit

EDA769. The Principalship. 3 Credits.

This course examines the various roles and responsibilities of the building Principal as school building leader. Students will examine the issues facing the Principal and develop coping strategies for addressing them.

Restrictions:

- Must have the following level: Graduate

May not be repeated for credit

EDA772. Administrative Theory and Practice. 3 Credits.

This course provides an overview of administrative theory and its impact on educational administration. A variety of theories, concepts, ideas, and practices are reviewed in the areas of organization, leadership, decision-making, communication, change, conflict, and ethics. COURSE FEE FOR WATERMARK .

Restrictions:

- Must have the following level: Graduate

May not be repeated for credit

EDA774. Human Resource Management for Administrators. 3 Credits.

The purpose of this course is to study the School District Business Leader's role in the human resource management at the building and central office levels. The course will examine comprehensively the personnel function in the school districts and buildings specifically in the areas of hiring and evaluating staff, contract administration and negotiations, personnel development, and critical issues of human resource management for the leader of a learning and growing school community. It is expected that participants will acquire insight and assistance in the development of caring, critical, and reflective professionals responsive to the needs of a diverse community.

Restrictions:

- Must have the following level: Graduate
- Must be enrolled in the following field(s) of study (major, minor or concentration): School Business Leadership (402A)

Prerequisites:

- EDA776 Minimum Grade of D-
- EDA752 Minimum Grade of D-

Corequisites:

- EDA751

May not be repeated for credit

EDA775. New York State Education Law and Policy Implementation. 3 Credits.

This course addresses the laws and policies that affect schools in New York State. New York State laws and regulations, as influenced by federal constitutional and statutory laws, will be examined as they relate to governing, managing, and implementing school programs.

Restrictions:

- Must have the following level: Graduate

May not be repeated for credit

EDA776. Finance and Revenue Management. 3 Credits.

Theory and practices of educational finance in public education. Relations with state and federal sources, changing conceptions of government functions. Foundation support for education, grants for research and innovation. Weaknesses and strengths of current educational finance and suggested improvements. Interrelations of education and the economy; financing local school systems.

Restrictions:

- Must have the following level: Graduate

May not be repeated for credit

EDA777. Finance and Revenue Management II. 3 Credits.

The theory, practices, and applications of educational finance in public education and the responsibilities regarding state and federal sources and changing conceptions of government functions are presented.

Restrictions:

- Must have the following level: Graduate

Prerequisites:

- EDA776 Minimum Grade of B-

May not be repeated for credit

EDA784. Curriculum Development for Administrators. 3 Credits.

This course examines the foundations, principles, and issues in curriculum. Emphasis will be placed on evaluation of the structure and content of curriculum, effectiveness of the delivery systems, and on development and alignment of the curriculum.

Restrictions:

- Must have the following level: Graduate

May not be repeated for credit

EDA789. The Superintendency. 3 Credits.

This course examines the roles and responsibilities of a superintendent of schools. There will be additional emphasis on the tasks and problems faced by superintendents in an ever-changing pluralistic society. Attention will also be given to the superintendency in New York State. The American Association of School Administrator's Professional Standards for the Superintendency will serve as a basis for this course.

Restrictions:

- Must have the following level: Graduate

May not be repeated for credit

EDA793. Ed Admin Selected Topic. 1-12 Credits.

Selected topics courses are regularly scheduled courses that focus on a particular topic of interest. Descriptions are printed in the Schedule of Classes each semester. Selected topics courses may be used as elective credit and may be repeated for credit, provided that the topic of the course changes.

Restrictions:

- Must have the following level: Graduate

May be repeated for credit

EDA795. Indep Study Ed Admin. 1-12 Credits.**Restrictions:**

- Must have the following level: Graduate

May be repeated for credit