The research indicates the crucial role of quality leadership in building school and district excellence. This program is designed to prepare promising leaders to assume key leadership roles.

**How to Prepare for and Get the Leadership Position You Want**

- How an education leader promotes the success of every student by facilitating the development, articulation, implementation, and stewardship of a vision of learning that is shared and supported by all stakeholders.
- Understanding culture
- Networking as an important part of the process will also be addressed.
- Participants will learn the Educational Leadership Standards.

**Safe, Efficient, Effective Learning Environment and Community**

- Focus will be on how an educational leader obtains, allocates, aligns, and efficiently utilizes human, fiscal, and technological resources.
- We will also explore the concept of distributed leadership and the building of professional capital.
- The importance of promoting the welfare and safety of the students and staff will be detailed.
- Time management as a resource for growth will be examined.

**Integrity, Fairness & Ethics and Political, Social, Economic, Legal & Cultural Context**

- Topics of accountability, the moral, ethical, and legal consequences of decision-making.
- Other topics explored will be the leader’s role in promoting social justice and the individual needs of students.
- Also discussed will be the leader's role in promoting the best ideals of the profession and advocating changes in policies and regulations that affect children, families, and caregivers.

**Interview Strategies and Resume Review**

- Topics covered will be the cover letter, resume, and the approach to interviews.
Eastern Suffolk BOCES Professional Development
Online Registration Directions

**TO REGISTER FOR Eastern Suffolk BOCES WORKSHOPS, REGISTER THROUGH THE ACTIVITY CATALOG**

Check with your district to see if you are a member of Frontline/MyLearningPlan

For Frontline/MyLearningPlan Member Districts AND NON-Frontline/MyLearningPlan Member Districts:

To see available courses and to register:

• Go to the website: http://webreg.esboces.org
• Under ‘Search Options’ at the top center, select and check ‘Eastern Suffolk BOCES Professional Development Program’ from the drop down list and click search;
• Workshops are listed in chronological order
• Select the title of the course you would like to enroll in
• Click the ENROLL button at the bottom of the page
• Select the correct login method that applies to you (1) registered user; (2) new user; (3) MyLearningPlan.com user
• After you choose your login method then Enter User Name & Password – select Log in
• Enter and update (if needed) your personal account registration information
• Click Update & Continue
• Select payment method
• Click on the checkbox to agree to the Terms and Conditions regarding registration and/or cancellations – “REGISTRATION AND/OR CANCELLATIONS ARE DUE 10 SCHOOL DAYS PRIOR TO THE EVENT. THE DISTRICT WILL BE BILLED UNLESS CANCELLATION IS RECEIVED.”
• Click SUBMIT
• Select ‘Request Approval’ on the following screen if you are a Frontline/MyLearningPlan district - If you are a Frontline/MyLearningPlan District, and depending on your district, you will need to fill out the next screen titled “Regional Provider Form” making sure to fill out all required information; IF ALL NECESSARY INFORMATION IS NOT ENTERED, A FORM ERROR WILL BE OCCUR AND YOU WILL NOT BE FULLY ENROLLED
• Click SUBMIT once ALL fields are filled out
• If you are NOT a Frontline/MyLearningPlan district, print out the ENROLLMENT FORM and AFTER RECEIVING ADMINISTRATIVE SIGNATURE on this form, fax back to 631-240-8955
• You will receive an e-mail once you are fully registered
• Click RETURN TO MAIN and then LOGOUT to finish the process

**PLEASE NOTE THAT SUBMITTING ONLY AN INTERNAL CONFERENCE REQUEST FORM DOES NOT REGISTER YOU FOR OUR WORKSHOPS/CONFERENCES – IT MUST BE DONE THROUGH THE ESB REGIONAL CATALOG**

Eastern Suffolk BOCES does not discriminate against any employee, student, applicant for employment, or candidate for enrollment on the basis of sex, gender, race, color, religion or creed, age, weight, national origin, marital status, disability, sexual orientation, military or veteran status, domestic violence victim status, genetic predisposition or carrier status, or any other classification protected by Federal, State, or local law. ESBOCES also provides equal access to the Boy Scouts and other designated youth groups. Inquiries regarding the implementation of the above laws should be directed to either of the ESBOCES Civil Rights Compliance Officers at ComplianceOfficers@esboces.org; the Assistant Superintendent for Human Resources, 631-687-3029, or the Associate Superintendent for Educational Services, 631-687-3056, 201 Sunrise Highway, Patchogue, NY 11772. Inquiries may also be addressed to the Office for Civil Rights at the US Department of Education, 32 Old Slip, 26th Floor, New York, NY 10005, 646-428-3800, OCR.NewYork@ed.gov.