

# EDUCATION ADMINISTRATION - EDA

## EDA 595 School District Business Leader Internship (SLDC) 5 Credits

EDA 595 is the internship requirement course for students earning a School District Business Leader (SLDC) certificate.

**Prerequisite:** Completion of a minimum of two School District Business Leader courses.

**Offered:** every fall, spring, & summer.

## EDA 600 Theory in Educational Administration 3 Credits

This course is designed as an introductory course in school administration. The course is intended to give students an overview of the forces that influence education. Students will investigate leadership and management styles, forces that influence change, organizational models, and schools in the 21st century. Candidates will explore theories that influence schools and educational programs. Topics such as organizational models, characteristics of leadership, change systems, vision development, and school design may be investigated. Required for SBL, SDL and Master's degree.

**Offered:** Either Fall or Spring and each Summer.

## EDA 610 School Law 3 Credits

School leaders are facing an ever-increasing demand to make appropriate and legal educational decisions. To assist in this endeavor, one must have a working knowledge of basic school law. The goal of this course is to provide students with the knowledge of how laws affect schools and are applied to school situations. A focus on practical acts of school law is emphasized. Students will learn the principles of public school law with a focus on New York State Education Law and selected federal and state cases impacting the administration of the educational system. Topics include, but are not limited to, student residency, attendance and discipline; freedom of speech; search and seizure; FERPA; IDEA; LRE; and employee rights. Required for SBL, SDL and Master's degree.

**Offered:** Either Fall or Spring and each Summer.

## EDA 620 Supervision for the Improvement of Instruction 3 Credits

This course will focus on the critical role of effective instructional supervision in the development of a positive school culture. Students will examine professional development, observation procedures and theory, and formative and summative teacher evaluation processes. Supervision strategies will be explored including: mentoring and peer coaching, as well as clinical supervision. Required for SBL, SDL and Master's degree. Available online only.

**Offered:** Either Fall or Spring and each Summer.

## EDA 625 Instructional Program Design 3 Credits

This course will provide students with a comprehensive overview of the concepts, strategies, and resources associated with planning, implementing, and evaluating curriculum. Candidates will investigate the historical, philosophical, psychological, sociological, and political factors associated with various curricula. Additional attention will be focused on various techniques to customize learning experiences and professional development activities to successfully support instructional change. Required for SBL, SDL and Master's degree.

**Offered:** Either Fall or Spring and each Summer.

## EDA 630 School Personnel Administration 3 Credits

This course is designed to provide students with an overview of school personnel leadership, including the myriad of duties and responsibilities of the office of human resources. Candidates gain the knowledge, skills, and attributes involved in leading both certificated and non-certificated staff. Issues related to leadership and organization of school personnel will be addressed. Exploration of topics such as staff recruitment and selection; induction; professional development; supervision and evaluation; discipline and dismissal; the work environment; compensation and benefits; administering employee contracts; and legal issues in personnel management will be included. Required for SBL, SDL and Master's degree.

**Offered:** Either Fall or Spring and each Summer.

## EDA 640 School Business Administration 3 Credits

This course is designed to provide students with an overview of the major areas of responsibility of the school business administrator. Financial support for public schools from local, state, and federal governments will be studied. Fiscal planning, budgeting, plant management, accounting and purchasing procedures, distribution of supplies and services, transportation and food service will be examined. The course will underscore the crucial role of the school business administrator as a key member of the district's leadership team. The course is also designed to provide candidates with an understanding of how the school business administrator can facilitate educational decision-making, thereby having a positive effect on student learning. Required for SDL and Master's degree.

**Offered:** Either fall or spring and each summer.

## EDA 645 Contract Negotiations and Strategic Financial Planning 3 Credits

In most public school districts throughout New York State, 70% or more of the budget is related to personnel and benefits. Whether you are the lead negotiator or projecting the financial impact in the background, the role of a School Business Official is crucial to negotiations and how the decisions made today affect a District's financial health in the future.

**Prerequisite:** none.

**Offered:** every summer.

## EDA 650 The Principalship 3 Credits

This course will provide an overview of the the wide range of responsibilities of building principals. Topics include establishing a common vision, working collaboratively to achieve common goals, developing a learner-centered school culture, planning for the improvement of instruction, school finance management, supervising employees, providing a safe school environment, promoting student health and welfare, and initiating, managing, and evaluating change. Required for SBL, SDL and Master's degree.

**Offered:** Either fall or spring and each summer.

## EDA 660 The Administrator & Pupil Personnel Services 3 Credits

This course provides the necessary background and basic understanding of the quantitative and qualitative dimensions of pupil personnel services (PPS). The role of the building and district administration will be reviewed. Students will learn about New York State pupil personnel services mandates. The 'language' of pupil personnel services as it relates to special education, academic intervention services, testing and assessments, and counseling services will be explored. Required for SDL and Master's degree.

**Offered:** Either fall or spring and each summer.

## EDA 665 School Business Operations 3 Credits

The role of a School Business Official expands well beyond finance. Transportation, food service, facilities and technology are oftentimes the responsibility of an SBO. This course is designed to dive into the operational aspects of the position which go far beyond budgeting and finance.

**Offered:** every summer.

**EDA 690 The Administrative Internship 1-8 Credits**

The administrative internship requires the application of knowledge and skills, to make successful strategic, instructional, political and organizational decisions. It includes a variety of rigorous leadership experiences in diverse settings planned and guided cooperatively by personnel from Canisius College and cooperating school districts. Interns will be provided substantial responsibilities that increase over time in complexity, and involve direct interaction and involvement with students, staff, parents, and community leaders.

**Prerequisite:** permission of program director required. **Corequisite:** EDA 690L.

**Offered:** either fall or spring and each summer.

**EDA 690L Internship Lab 0 Credits**

EDA 690L provides students with the opportunity to expand their knowledge and skills in strategic, instructional, organizational, and contextual leadership.

**Prerequisite:** permission of program director required. **Corequisite:** EDA 690.

**Offered:** fall, spring & summer.

**EDA 699 Independent Study 1-4 Credits**

A thesis, research paper, or major project which provides the opportunity to investigate school or district administration of particular interest to the student.

**Prerequisite:** permission of program director & associate dean required.

**Offered:** either fall or spring, and each summer.