Teacher CEU Toolbox

Course Syllabus:

Educational Leadership Overview

What is this course about?

This course is designed to guide participants in the practical application of current trends and strategies of school leadership and organizational culture. Participants explore the roles and responsibilities of leadership, including decision making, communication, collaboration and conflict management. The importance of school climate, stakeholder management and advocacy for students and for teachers are discussed. The minimum time for participant completion of this course includes both enrollment time and system logged in activity time. Enrollment time is a total of three calendar days (4320 minutes) from the moment of enrollment. Activity time includes 300 minutes logged into the system. This 30-hour course uses a combination of both time requirements to maximize participation and allow time for completion of ongoing assignments and assessments. Completion certificates are restricted until both time requirements are accomplished. The minimum time for participant completion of this course includes both enrollment time and system logged in activity time. Enrollment time is a total of three calendar days (4320 minutes) from the moment of enrollment. Activity time includes 300 minutes logged into the system. This 30-hour course uses a combination of both time requirements to maximize participation and allow time for completion of ongoing assignments and assessments. Completion certificates are restricted until both time requirements are accomplished. It is suggested that you use this syllabus to seek prior approval from your individual licensing agency BEFORE registering for this course.

- *Approved for 3.0 Continuing Education Units (CEUs) = 30 Hours (30 clock hours)*
- *Approved by Nevada Department of Education (NVDOE) as 2.0 CEUs for Nevada Educators*

By the end of this course, you will:

- ✓ *Understand the responsibilities of a school administrator*
- ✓ *Describe different leadership styles that principals use, and which ones are most effective*
- ✓ *Understand the importance of school vision, mission statements, planning and management*
- ✓ *Review the importance of curriculum and instruction*
- ✓ *Understand the impact of school climate on teachers and students*
- ✓ *Know many ways to support and advocate for teachers and students*

The main topics covered in this course are:

Unit 1: *What Is Educational Leadership?*
- ✓ *The Basics of School Leadership*
- ✓ *Effective School Leadership – Students and Teachers*

Unit 2: *Types of Leadership*
- ✓ *Transformational Leadership*
- ✓ *Instructional Leadership*
- ✓ *Situational Leadership and Other Styles*

Unit 3: *Leadership Practices*
- ✓ *Improving Instruction and School Management*
- ✓ *School Climate and School Vision*
- ✓ *Encouraging Others to Lead*

Unit 4: *The Six Key Steps Leaders Take*
- ✓ *Planning and Implementing*
- ✓ *Supporting and Advocating*
- ✓ *Communicating and Monitoring*

Unit 5: *So You Want to Be a Principal …*
- ✓ *Making It Happen*
- ✓ *Challenges of School Leadership*

Unit 6: *Leading into Tomorrow*
- ✓ *The Future of Educational Leadership*

Intended Audience:

- ✓ *New educators who need their principals' support*
- ✓ *Experienced educators who may become administrators*
- ✓ *Seasoned teachers who would like to be teacher leaders*
- ✓ *Administrators who want a back-to-basics approach*

Session Dates and Costs:

This and all Teacher CEU Toolbox courses are self-paced. Once a participant purchases access to a course, that individual has one calendar year to complete the course requirements. Our courses are available 24 hours a day, 7 days a week. You can register and purchase access to courses online, via credit card, in our secure environment.

- ✓ *Course Cost: $149.95*

Course Credit Requirements:

- ✓ *This course is organized into six academic units*
- ✓ *You need to spend at least thirty hours over three days (4320 minutes = 72 hours = 3 days) in this course to receive credit*
- ✓ *You need an internet-connected device and a reliable internet connection to take this course*
- ✓ *You must access all of the site pages to receive credit for the course*
- ✓ *You must complete all of the lesson tasks that reinforce the course content*
- ✓ *You must take the Course Pre-Test, each unit quiz (score at least 90% in no more than three attempts), and the Course Post-Test (score at least 85% in no more than three attempts) to receive credit for the course*
- ✓ *You must complete the course evaluation*
- ✓ *If you have questions or problems, please email customer service at help@teacherceutoolbox.com*