PORTFOLIO GUIDELINES FOR THE TRANS-D PROGRAM

According to NYS Regulations 52.21(c)(4)(b)

Qualified candidates for the Trans-D program have the substantial equivalent of three years of experience as a teacher, administrator, or pupil personnel service provider in schools. Through this equivalent prior experience, candidates shall demonstrate the following accomplishments:

(1) developed and promoted a vision for an organization;

(2) collaboratively identified goals and objectives for achieving that vision;

(3) communicated effectively to promote goals;

(4) led comprehensive, long-range planning, informed by multiple data sources, for achieving goals;

(5) effected any needed change through ethical decision making based upon factual analysis, even in the face of opposition;

(6) established accountability for achieving goals and objectives;

(7) developed staff capability for their roles in achieving goals;

(8) supervised establishment of a budget supporting achievement of goals;

(9) supervised the management of finances and facilities to support achievement of goals; and

(10) applied statutes and regulations in accordance with law, and developed and implement policies in accordance with law.

In order to be considered for the Trans-D program, you must submit an electronic portfolio that provides evidence of how you have met all of the ten areas listed above. This portfolio is separate from the required components for the Application to the Graduate School. This electronic portfolio only should be sent directly to Dr. Karen Bell, bellk@newpaltz.edu.