



The Office of Bilingual Education and World Languages
of the New York State Education Department
presents:



Completing the School Notification Form

Presenter: Candace Black

Date & Time: Wednesday, November 15th, 2023, 3:30-4:30 p.m.

1 hour of CTLE credit offered.

The Office of Bilingual Education and World Languages (OBEWL) of the New York State Education Department (NYSED) presents this third webinar in its 2023-24 NYSSB Professional Learning Series: **Completing the School Notification Form**. This webinar is offered free of charge for educators, counselors, and administrators working and studying in New York State educational institutions.



Webinar description: Your school has decided to offer the NYS Seal of Biliteracy and your Seal Committee has begun its planning. What's the next step? Completing the School Notification Form. The presenter will go through, step-by-step, how to gather data and complete this form, which must be submitted by December 1st by all schools* wishing to offer this program. Learn the tricks to making this process painless and easy and earn CTLE credit in the process.

**NYCDOE schools do not submit this form, as the information is submitted on their behalf by the Division of Multilingual Learners. Charter and non-public schools within the NYC area as well as all schools in the rest of state must submit their own Notification forms directly to OBEWL.*

Registration process: All participants are encouraged to pre-register for this event. Pre-registration will close approximately 24 hours prior to the event; **there will be no same-day registrations**. Once the registrant's email address has been verified as being from a New York State educational institution, an email confirming their registration will be sent. Twenty-four hours prior to the event, all registered individuals will receive login instructions with the link to join the webinar. **Only pre-registered attendees will be eligible for a certificate documenting attendance and/or CTLE hours.**

Link to registration form: <https://wlnys.wufoo.com/forms/w180t400022jzf3/>

Additional webinars on the Seal offered this year will include:

- December 4th – [Promoting the Seal of Biliteracy and Recruiting Students](#)
- January 17th – [Supporting Students through the Culminating Project](#)
- February 28th – [Using the NYSSB rubric to Evaluate Culminating Project Presentations](#)
- March 20th – [Training Panelists to Evaluate Culminating Projects & Presentations](#)
- April 10th – [Demystifying End-of-Year Data Submission for the Seal](#)

For more information on the NYS Seal of Biliteracy, please visit our website or contact nyssb@nysed.gov.

Webinar Presenter: **Candace Black** is the World Languages Associate in the Office of Bilingual Education and World Languages at the New York State Education Department. She is currently leading the implementation of the revised NYS World Languages Standards and oversees the NYS Seal of Biliteracy program. Candace graduated summa cum laude with a B.A. in French from SUNY Potsdam and earned both her M.B.A., and M.A.T. from the University of Rochester. A National Board-Certified Teacher, Candace taught French for 21 years and served as an IB Diploma Coordinator. In 2021, she was the recipient of the President's Award for both NYSAFLT and NYSAWLA and was elected as a Chevalier dans l'Ordre des Palmes académiques by the French government. In all her roles, most especially her current one, Candace is deeply committed to the professional learning and support of World Language teachers and the promotion of the NYS Seal of Biliteracy.

