



STATE OF NEW JERSEY

# DEPARTMENT OF EDUCATION

A Memo from the New Jersey Department of Education

Date: March 16, 2022

To: Chief School Administrators, Charter School and Renaissance School Project Leads, Administrators of Approved Private Schools for Students with Disabilities

Route To: Special Education Directors, Administrators of Programs for Students who are Deaf and Hard of Hearing, Transition Coordinators

From: Kathy Ehling, Assistant Commissioner  
Division of Educational Services

Register by April 5, 2022 (Space is limited)

## Orientation Sessions for Administrators: Enrollment in the 2022-2023 Community-Based Instruction Project Cohort

The New Jersey Department of Education's (NJDOE) Office of Special Education, in partnership with the Boggs Center on Developmental Disabilities, invites school districts to apply for participation in the Community-Based Instruction (CBI) Project 2022-2023 Cohort. The Community-Based Instruction (CBI) project is a collaboration between the New Jersey Department of Education's (NJDOE) Office of Special Education and The Boggs Center on Developmental Disabilities at Rutgers University and is funded with Individuals with Disabilities Education Act (IDEA) Part-B funds. CBI is an evidence-based practice that supports the transition from school to adult life and promotes the successful inclusion of students with disabilities in their communities. Each year, a cohort of school districts, receives intensive, collaborative training through the Foundations of CBI Series, develops a CBI Action Plan, and receives ongoing technical assistance to support programming and implementation.

Regularly utilizing the community – traditional or virtual – as a learning environment provides practical and meaningful opportunities for students to develop skills through authentic experiences. This helps to promote greater independence, interdependence, and enhanced quality of life in adulthood through the acquisition, application, and generalization of skills utilized within careers, postsecondary education/training, and community activities, while still aligning to the New Jersey Student Learning Standards and students' Individualized Education Program (IEP) goals.

As administrative support is vital to the success of a CBI, districts may not apply for the 2022-2023 Cohort unless a district administrator has participated in the Orientation Session for Administrators. Participants will receive information about the cohort structure, eligibility criteria and commitments, technical assistance, and the administrative and organizational supports needed to guide these practices. To accommodate diverse schedules, Orientation Sessions for Administrators will be offered on **Wednesday, April 6, 2022**, and **Thursday, April 7, 2022**. Two sessions will be offered on each day, one from 9 a.m. to 10 a.m., and another from 1 p.m. to 2 p.m.

### Registration for Orientation

Registration links for the Administrator Orientation Training Sessions may be found below. Capacity is limited, so early registration is recommended.

#### Wednesday, April 6, 2022

- [9-10 a.m. Session Zoom Registration](#)
- [1-2 p.m. Session Zoom Registration](#)

**Thursday, April 7, 2022**

- [9-10 a.m. Session Zoom Registration](#)
- [1-2 p.m. Session Zoom Registration](#)

**Contact Information**

If you have questions about the Orientation Session for Administrators or the CBI staff training opportunities, please contact Nikkilee Pedersen at [nikkilee.pedersen@rutgers.edu](mailto:nikkilee.pedersen@rutgers.edu) or Lisa Corliss at [lisa.corliss@rutgers.edu](mailto:lisa.corliss@rutgers.edu).

c: Members, State Board of Education  
Angelica Allen-McMillan, Ed.D., Acting Commissioner of Education  
NJDOE Staff  
Statewide Parent Advocacy Network  
Garden State Coalition of Schools  
NJ LEE Group