

Leaderguide Pro Elements

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An Educational Leader's Guide to Curriculum Mapping

Curriculum mapping initiatives are started with the essential goal of improving student achievement, yet the mapping process can be challenging to navigate or lead. While the main work of curriculum mapping is conducted by classroom teachers, administrators must be actively involved, and they must also take into account the demands curriculum mapping places on teachers. This book provides administrators with the foundational understandings and specific guidance and strategies to effectively support a curriculum mapping initiative in their schools and districts. The authors discuss administrative leadership for curriculum mapping, including the roles and responsibilities of various administrative positions, such as the superintendent, headteacher, and curriculum director, and provide protocols and procedures for writing administrative maps. A Leader's Guide to Curriculum Mapping offers concrete information and suggestions for moving a curriculum mapping initiative forward in a positive manner and ultimately ensuring that curriculum mapping is not only sustained, but is embedded in the cultural consciousness and becomes the natural way of conducting professional curriculum work throughout a learning organization. The book: - Includes brief but necessary coverage of theory and foundational concept - Focuses on administrative leadership with curriculum design in mind and administrative support for systemic change - Provides administrators with guidance, protocols, and step-by-step directions for the stages of a curriculum mapping initiative - Offers practical applications, realistic expectations, and real-life examples - Addresses significant concerns such as time and resources necessary for sustainability.

Early Education Leader's Guide

Grounded in current research and theory, this practical book guides program leaders and staff developers to design and implement engaging professional development and coaching approaches. It focuses on early educator competencies essential for high-quality learning and teaching--executive functions, emotion regulation, relationship skills, and talk for learning. Illustrated with an extended

vignette of an early learning center, the book highlights how addressing educators' professional needs is a pathway to children's cognitive, social–emotional, and academic growth. User-friendly features include 24 reproducible checklists, handouts, and self-study and planning tools. Purchasers get access to a Web page where they can download and print the reproducible materials in a convenient 8 1/2" x 11" size.

A Leader's Guide to Mathematics Curriculum Topic Study

Designed for leaders, this guide explores how to use CTS as a professional development tool to strengthen mathematics programs and improve teaching and learning.

The Leader's Guide to Working with Underperforming Teachers

Under increasing pressure in the face of teacher evaluation systems and accountability measures, schools must focus on those teachers that exhibit marginal to incompetent teaching behaviors in their classrooms. This book is a vital resource for educational leaders who are responsible for instructional programs and teacher evaluation. Zepeda's tried-and-true strategies will help you take the necessary steps to support and mentor struggling teachers by detecting underperformance, developing strategies to help teachers, engaging in difficult conversations to enact plans of improvement, and following legal requirements. The practical tools found in this book will help teachers improve their instruction, assessment, classroom management, and teamwork.

The Physician Leader's Guide

The Physicians Leader's Guide, Second Edition was updated and expanded to help you and your staff define your challenges, organize your expanding responsibilities and take your performance to new levels. Edited by Richard Burton MD, MBA, PhD, this time-saving resource includes 15 additional, all-new, skill-building chapters, to help you excel in your leadership role. From developing effective negotiation skills as a physician...to handling information systems in clinical practice...to using medical practice guidelines and evidence-based medicine to improve care.. you'll see how your colleagues in the healthcare industry mastered the very same challenges you face, and how you can do it too!

Conflict Management: Leader's Guide

This is the best book on conflict management available! Based upon the latest research, this is perhaps the greatest tool ever developed to help leaders and employees of all-levels develop the best conflict management skills. Scholars agree that managing conflict can be a healthy way of illuminated new ideas and helping team members work better together to bring more efficiency creativity and effectiveness to the workplace. Just like leadership, conflict management is a skill anybody can acquire through both training program and experiences. Training program has the advantage of being able to address specific needs or circumstances in accordance to recognized potential problems in organizational life. This workbook breaks down key concepts in plain easy-to-read and easy-to-follow lessons to help you grow your leadership skills. Read the short lessons, reflect, and then build your skills by doing the short writing assignments at your own convenience.

A Leader's Guide to Science Curriculum Topic Study

The Curriculum Topic Study (CTS) process, funded by the US National Science Foundation, helps teachers improve their practice by linking standards and research to content, curriculum, instruction, and assessment. Key to the core book Science Curriculum Topic Study, this resource helps science professional development leaders and teacher educators understand the CTS approach and how to design, lead, and apply CTS in a variety of settings that support teachers as learners. The authors provide everything needed to facilitate the CTS process, including: a solid foundation in the CTS framework; multiple designs for half-day and full-day workshops, professional learning communities, and one-on-one instructional coaching; facilitation, group processing, and materials management strategies; and a CD-ROM with handouts, PowerPoint slides, and templates. By bringing CTS into schools and other professional development settings, science leaders can enhance their teachers' knowledge of content, improve teaching practices, and have a positive impact on student learning.

School Leader's Guide to Root Cause Analysis

Don't jump from problem to solution without first investigating root causes. This book helps you more accurately focus on school improvement issues, so you can avoid wasting precious time and resources. It is clearly written, contains lots of real examples, and is presented in a style and format designed for the non-expert. It will help you make decisions which will improve learning for all students.

The Instructional Leader's Guide to Implementing K-8 Science Practices

This resource helps instructional leaders empower teachers to provide rich science experiences in which students work together to make sense of the world around them.

The Leader's Guide to Hospital Case Management

This text will address the role of the hospital case manager from a business perspective rather than a nursing perspective. Will engage all areas that are involved with the health care system, in pursuit of global objectives on behalf of every stakeholder.

An Asperger Leader's Guide to Living and Leading Change

People with Asperger Syndrome (AS) often struggle with change and this is magnified when it is part of their professional role to manage and lead change. Written by a business leader with Asperger Syndrome, this practical guide provides advice and strategies for coping with and implementing change in the workplace. Combining theory and practice with case studies and hands-on tools, the book aims to help those who find change particularly difficult to overcome these challenges and use their unique talents and skills to become change champions in the workplace. The book explores the change management life cycle and how it affects leaders with AS and teaches key skills for successfully leading change, preparing staff for change, and dealing with the effects of change on the organisation as a whole. This is a vital leadership development handbook for executive-level business professionals with Asperger Syndrome as well as those who aspire to careers in these roles.

The Leader's Guide to Wellbeing

Your practical toolkit to banish burnout, create a culture of psychological safety and inclusion to keep high-performance teams feeling valued, motivated and energised.

The School Leader's Guide to Learner-Centered Education

"The School Leader's Guide to Learner-Centered Education introduces a transformative leadership model for creating and sustaining a learner-centered school environment. Using core principles of educational psychology, the authors examine how educators can support student growth, development, and achievement by focusing on key factors such as cognition, metacognition, motivation, affect, and individual differences. Numerous reflective exercises, assessment tools, and real-life success stories help readers: provide moral leadership for creating school change, incorporate learning standards without sacrificing student engagement, form learner-centered support groups that utilize networking and technology, prepare students for the challenges of global citizenship. Promote success for diverse populations and marginalized groups, designed to meet the needs of a rapidly evolving world, this new leadership paradigm provides school principals, superintendents, and district leaders with the means to engage all members of the educational community in a lifelong process of growth, improvement, and empowerment."--PUBLISHER'S WEBSITE.

MAS National Training Program: Team leader's guide

This is a complete step-by-step guide for being an effective leader of organizational change. Remember when organizations like K-Mart, Sears, and HP were at the top of their industries? In today's workplaces, things change very rapidly. Failing to create an organizational culture that knows how to change effectively, means that the competition will gain a competitive edge that you may never recover from. No organization can fail to lose its share of the market. Use this workbook to read about what it takes to create positive organizational change. Everything you need to know about creating change based upon the latest research and models. External and Internal factors bring about change. Major lessons from year's of research and insights learned from doing organizational change in today's every-changing workplaces have led to the development of this workbook. Start by reading each lesson and then do the activity as you desire. Visit: www.SupervisionEssentials.com

Change: Leader's Guide To Change Management

In today's school environment educational leaders are mandated to use academic standards to measure the progress of their school's teachers and students. Despite the wealth of material that addresses the topic of academic standards there is little written for those who must lead the effort to put in place an effective standards system. The Leader's Guide to Standards is a landmark book-- written by Douglas Reeves, an expert in academic standards, performance assessment, and accountability-- that shows school principals, assistant principals, teachers, and district-level administrators how to build a comprehensive accountability system for standards-based reform that focuses on leadership skills. Reeves offers practical recommendations for assessing and nurturing teacher performance, setting up balanced assessment and accountability policies, and making the case for standards to the public. In addition, the book addresses the vital role that policymakers from the local school board to state and national leaders play in the successful implementation of educational standards.

The Leader's Guide to Standards

Within the business community, succession planning plays a key role in an organization's strategic initiatives. Within healthcare, however, it has been largely overlooked. Without careful planning, healthcare organizations risk a catastrophic gap in leadership continuity that could jeopardize operational cost management, quality of care improvement, and regulatory compliance. How do you close that dangerous gap? Thoughtful succession planning. The Career Handoff helps healthcare and nurse leaders proactively preserve and pass on their valuable knowledge and wisdom to new generations. With an approach that emphasizes mentoring and sustainability of expertise, this book aims to facilitate smooth transitions and the continued viability of healthcare organizations. Authors Kathy Malloch and Tim Porter-O'Grady share their extensive knowledge through guidelines, stories, and lived experiences. For those with retirement on the horizon—and their potential successors—The Career Handoff offers insightful guidance and succession planning strategies that position healthcare organizations for a sustainable, successful future.

The Career Handoff: A Healthcare Leader's Guide to Knowledge & Wisdom Transfer Across Generations

Leveraging Diversity: Strategic Learning Capabilities for Breakthrough Performance is designed to help business leaders and diversity practitioners alike conquer the complexity and take advantage of the opportunities associated with working productively with diversity. The book presents a clear direction for building the strategic learning capabilities needed to create and sustain adaptive organizations that effectively respond to today's competitive demands. It provides a practical guide that features a variety of proven learning practices for leveraging diversity with case examples and planning tools. The book is structured in four parts and each chapter addresses one of the three strategic learning capabilities: contextual awareness, conceptual clarity, and taking informed action. Each chapter presents cutting edge practices in support of building the targeted learning capability. They contain case examples and sample tools to assist the reader as they internalize the practices and provide guidelines for applying the tools to their specific work situations. In the final part of the book, the reader is introduced to the three critical success factors necessary to support the successful execution of the strategic learning capabilities for leveraging diversity examined in this book. Whether the reader is new to diversity work or wishes to learn how to further leverage existing diversity initiatives with other strategically important business priorities, this book provides a comprehensive blueprint for navigating the complex and changing nature of situations involving diversity.

A Leader's Guide to Leveraging Diversity

Teens and young adult women are highly likely to experience some level of body dissatisfaction, which if ignored can result in unhealthy dieting habits, anorexia or bulimia. One in ten adolescent females experience threshold or subthreshold bulimia nervosa, but less than 25% of them ever seek treatment. Because body dissatisfaction is so prevalent in our society, it is often overlooked until it becomes a life-threatening illness. Treating low body image before it turns into a more serious health risk is the best way to protect young women's health. This intervention program stops the onset of dangerous body dissatisfaction by teaching participants to understand and reject the hoax of society's 'thin ideal.' Young women in college are at a particularly high risk for dangerous body dissatisfaction, and this risk can be exponentially increased for members of sororities. In efforts to combat this problem, many sororities now offer eating disorder awareness programs for their members. This adaptation of the successful

Body Project program is designed specifically for use by sororities - workbook examples, exercises, and facilitator's instructions have all been tailored for use in a sorority setting. The accompanying workbook contains various assignments that keep participants thinking critically about the thin ideal.

The Sorority Body Image Program Group Leader Guide

The Leader's Guide to Resilience is your essential toolkit to build authentic strength within your business, so you can thrive in a changing and challenging world. Resilience is the core of growth and regrowth. It is what contributes most to the advancement of your organisation and your role as leader. Your personal resilience, and that of your teams, organisation and broader community network, must be actively nurtured to give you the tools to face anything that comes your way. This book will give you clear, effective and adaptable methods to initiate your first steps in building resilience, as well as advanced practical ways to refine, develop and future-proof your progress once on the path. Whatever life throws at you, resilience will help you bounce back. The full text downloaded to your computer. With eBooks you can: search for key concepts, words and phrases make highlights and notes as you study share your notes with friends eBooks are downloaded to your computer and accessible either offline through the Bookshelf (available as a free download), available online and also via the iPad and Android apps. Upon purchase, you'll gain instant access to this eBook. Time limit The eBooks products do not have an expiry date. You will continue to access your digital ebook products whilst you have your Bookshelf installed.

Holding Onto the GREEN Zone Leader Guide

Implement the Common Core State Standards with downloadable reproducibles, lists of resources to support the many topics affected, discussion questions, and relevant information to share with your colleagues. Explore the background of the standards and the changes that must take place to meet them. The authors offer five principles for school leaders on effective coaching and feedback.

The Leader's Guide to Resilience

Primary Source Readings in Catholic Church History is designed to accompany Catholic Church history textbooks, but may be used with any course. It is a collection of significant primary sources through the Church's history. Thirty chapters include select documents along with commentary on who wrote them and why, how each document is significant to its time, and why it has endured as an important writing in Church history. The following are some of the historical writers included in this book: Saint Perpetua Saint Augustine Pope Saint Gregory Saint Catherine of Siena Martin Luther Saint Theresa of Avila Saint Francis Junipero Serra Dorothy Day Second Vatican Council The teaching manual for Primary Source Readings in Catholic Church History offers teachers guidance on why and how to use primary sources. It also includes: review questions in-depth questions with instructions for teachers take-home activities and homework extenders well-developed classroom activities

School Leader's Guide to the Common Core

As interest in competency-based education (CBE) continues to grow by leaps and bounds, the need for a practical resource to guide development of high-quality CBE programs led the authors to write this book. Until now, there has been no how-to manual that captures in one place a big picture view of CBE along with the down-to-earth means for building a CBE program. A variety of pressures are driving the growth in CBE, including the need for alternatives to the current model of higher education (with its dismal completion rates); the potential to better manage the iron triangle of costs, access, and quality; the need for graduates to be better prepared for the workforce; and the demands of adult learners for programs with the flexible time and personalized learning that CBE offers. Designed to help institutional leaders become more competent in designing, building, and scaling high-quality competency-based education (CBE) programs, this book provides context, guidelines, and process. The process is based on ten design elements that emerged from research funded by the Gates Foundation, and sponsored by AAC&U, ACE, EDUCAUSE, and the Competency-Based Education Network (C-BEN), with thought partners CAEL and Quality Matters. In short, the book will serve administrators, higher education leaders, faculty, staff, and others who have an interest in CBE by:

- Giving context to enable the audience to discover the importance of each design element and to help frame the CBE program (the “why”);
- Providing models, checklists, and considerations to determine the “what” component for each design element;
- Sharing outlines and templates for the design elements to enable institutions to build quality, relevant, and rigorous CBE programs (the “how”).

Leader's Guide for Primary Source Readings in Catholic Church History

Grow your leadership skills to bring out the best in your school! Help your staff get “unstuck” no matter what challenges they are facing through solutions-focused coaching techniques that help them envision desired outcomes and the actions needed to achieve them. Through video examples and tools, this step-by-step guide shows you how to: Introduce a coaching approach into a wide range of conversational contexts Use the GROWTH coaching conversation framework to improve both staff and student success and well-being Use coaching approaches in areas that school leaders typically find challenging: in formal performance reviews, when giving informal feedback, and when working with teams

A Leader's Guide to Competency-Based Education

Are you a K–8 principal ready to implement the PLC at Work™ process? Two experienced practitioners show you how to explore the critical components needed to lay the foundation of a PLC, including how to develop a structure that supports collaborative teams, how to focus on effective monitoring strategies, how to reflect on your communication effectiveness, and more.

The Leader's Guide to Coaching in Schools

In *The Weary Leader's Guide to Burnout*, Sean Nemecek takes Christian leaders on a journey from burnout through recovery and on to spiritual transformation. By understanding the causes and symptoms of their burnout, these leaders will be ready to take practical, actionable steps toward wholeness. Then, if they choose, they will be poised to do the inner work of spiritual transformation by the power and guidance of the Holy Spirit. In the end, these leaders will emerge from burnout more confident in Christ, more connected with others, and with greater purpose, courage, and grace in their leadership. This book integrates biblical interpretation, theology, psychology, and contemplative spirituality into a holistic approach to recovery. It is filled with relatable stories of church leaders who have walked this path and includes discussion questions for personal contemplation or group discussion. *The Weary Leader's Guide to Burnout* will help pastors and Christian leaders develop an integrated approach to life, work, and ministry through healing and spiritual transformation.

The School Leader's Guide to Professional Learning Communities at Work™

Professional development embedded within the PLC culture is vital to successfully implementing the Common Core State Standards. Integrate the CCSS for English language arts into your school's instruction, curriculum, assessment, and intervention practices with this straightforward resource. Using specific leader-driven examples and scenarios, discover the what and how of teaching so you can ensure students master the standards.

The Weary Leader's Guide to Burnout

This essential guide for new and veteran school leaders explores 15 vital topics, strategies, and examples for achieving successful school leadership through effective management.

Common Core English Language Arts in a PLC at Work®, Leader's Guide

This leader companion to the grade-level teacher guides illustrates how to sustain successful implementation of the Common Core State Standards for mathematics. Discover what students should learn and how they should learn it. Comprehensive research-affirmed analysis tools and strategies will help collaborative teams develop and assess student demonstrations of deep conceptual understanding and procedural fluency.

The Effective School Leader's Guide to Management

Private Sector Strategies for Public Service Leaders No corner of the government or public sector has been spared from budget turmoil in recent years. Among budget cuts, increased requirements, and new threats and challenges, governments typically balance the scales through (1) increased funding and/ or (2) rationalizing services or service levels. This book gives you a third option. It's called high performance, and it's been implemented in the private sector—with great success—for more than two decades. This hands-on guide, written by the global consultants from Accenture, shows you how to apply these business principles in any public organization. Learn how to: Improve the outcomes you deliver—while lowering the cost to deliver them. Streamline your operations—by increasing speed, agility, and efficiency. Build a high-performance “anatomy” to strengthen your organization. Manage assets, decrease risks and losses, and deliver true excellence. Featuring case studies from the public sector, including federal, state, local, agencies, bureaus, and departments, this unique guide takes you inside government organizations, where high performance “anatomy” is already making a difference. You'll discover low-cost techniques deployed by the Naval Air Systems Command and the IRS, as well as high-performance solutions for problems as diverse as homeland security, disaster response, health care costs, and dwindling resources. High Performance Government provides a proven method for adapting to the “New Normal” of lower budgets by showing you how to do even more with even less—creating a learning, working environment that reacts to change. This is how the top companies in the world increase productivity and profits through any market conditions. From Wall Street to Washington and Main Street, real success is driven by execution excellence. This book gives you the solutions you need to lower cost and create a leaner more efficient organization. Praise for Building High Performance Government “Building High Performance Government is a fast read with a big message. It explains how the inevitable downsizing of governments at all levels—federal, state, local—doesn't have to also mean fewer or lower-quality services. This book highlights viable strategies already in use today to create better alignment and greater productivity in government.” —Graham Richards, Former Mayor of Fort Wayne, Indiana “Every level of government is experiencing a budget crunch these days, and that always results in slashing services. This book can help public sector leaders find another option—how to deliver on their core mission at a much lower cost.” —Sean O'Keefe, CEO, EADS North America, former Administrator of NASA, former Secretary of the Navy and former chancellor of Louisiana State University (LSU) “A solid read for federal, state, and local government leaders wondering how to ‘do more, without more.’ Building High Performance Government focuses on the main things that leaders can do to help their organization get more out of each tax dollar while also improving quality and speed—an absolutely essential requirement in today's fiscally constrained environment.” —David Melcher, Senior Vice President, ITT Corporation; President, ITT Defense & Information Solutions, US Army Lieutenant General (Ret.) formerly the Army's Military Deputy for Budget and Deputy Chief of Staff for Programs in the Pentagon

Conference Leader's Guide for Supervision of Scientific and Engineering Personnel

Be prepared for the dangerous and largely unknown risks that threaten your business and learn how to survive and thrive when uncertainty hits. Leaders today must navigate their teams and organizations through unprecedented levels of uncertainty. It feels like every year there is some-game changing technology or catastrophe that gives rise to a “new normal” and sends businesses scrambling for how to rethink themselves to operate under these new conditions. In *The Leader's Guide to Managing Risk*, K. Scott Griffith, a former airline pilot, socio-technical physicist, and author of the first independently-audited high reliability and just culture model offers practical and proven methods to build processes that will withstand the winds of uncertainty while driving success. By understanding that organizations

are people operating within systems, leaders of all kinds will build reliability and resiliency into their culture and set up their business to withstand the next big changes that come their way. Learn a new way of seeing, understanding, and managing risk. Understand how people and systems interact in organizations and how to build processes that increase resilience and performance. Collaborate with all stakeholders, including employees, to help you foresee dangers and achieve sustainable reliability. Implement proven methods from Scott's award-winning model that is being used in some of the most prestigious healthcare, EMS, and transportation companies in the world. Achieve independent validation of success through certification.

Common Core Mathematics in a PLC at Work®, Leader's Guide

This book is an enormous gift. It has the power to change you and your school in ways that will bring vibrancy and excellence to your community. - Lucy Calkins Author of Units of Study for Primary Writing and Units of Study for Teaching Writing, 3 - 5 What a pleasure to read a book on leadership that focuses on ideas so humane, clear, and wise that the reader wonders how we ever made the art of leadership so complicated and didactic. - Ellin Oliver Keene Coauthor of Mosaic of Thought, Second Edition A veritable treasurehouse of practical help, inspiring support and constructive challenge from two high level leaders who have kept completely in touch with the classroom and never lose sight of the humanity of their own learning and leadership. - Andy Hargreaves Thomas More Brennan Chair in Education Boston College Carmen and Laura translate their soaring vision into a clear, . . . easy-to-use, friendly guide any educator can apply. - Bill Cirone Superintendent of Santa Barbara County Office of Education Is something - no matter how big or small - holding your school back? If so, turn to Carmen Farina and Laura Kotch. In New York City they've transformed struggling schools into excellent schools and made good ones great. And in A School Leader's Guide to Excellence they'll show you a direct, detailed road to improving schoolwide achievement. A School Leader's Guide to Excellence gets at what's really important when you're leading the way to change: gathering the energy of the school community for change focusing that energy on problem solving assuring ownership and sustainability so that new practices last. Farina and Kotch present their ideas with step-by-step instructions, implementation and evaluation advice, artifacts of their own reform efforts, and all the modifiable forms and documents you'll need. Their strategies will help you: form a doable vision of change collect information and create urgency spark professional conversation and reinforce beliefs motivate change through celebration involve every staff member secure parents' support develop a culture of professional learning make your job easier by nurturing teacher leaders lead in the moment by planning in advance. Energize your school for change, make reform happen, and make it last. Improve the performance - and the lives - of your students. And do it all with a realistic plan developed by people who've been there and know the way to success. Read A School Leader's Guide to Excellence and raise your school to new heights.

A Leader's Guide to School Restructuring

A positive model for restorative discipline The authors provide a research-based and field-tested model that gives school leaders more productive alternatives to punishment, exclusion, and out-of-school suspension. This positive program helps improve behavior and keep students in school. This guide's model covers school-wide prevention, restoration, and intervention needs for students with emotional, behavioral, and conduct disorders (such as bullying) as well as developmental disabilities and autism. Key topics include: The latest research on the effectiveness of restorative discipline How to implement a comprehensive, school-wide discipline plan Ways to support and sustain the plan with teacher teams Networking with community services such as child protection, child welfare, juvenile justice, and mental health professionals

Building High Performance Government Through Lean Six Sigma: A Leader's Guide to Creating Speed, Agility, and Efficiency

""For aspiring life guards this book is a must read on how to give oxygen to create energy and have impact (like JR). This book is for anyone who wants to breathe life into their team through inspiration resulting in impact, leading to higher engagement, better customer experience and ultimately revenue""--Neal Watkins Chief Product Officer and Executive Board Director, BAE Systems Applied Intelligence, UK 'After 30 years in business, I cannot think of a leader who wouldn't benefit from the lessons in this book'. 'An exceptional guide to creating the impact you want while enjoying the reward

The Leader's Guide to Managing Risk

