



The School Principal's Toolbook: Building the How-To Path to Excellence

Jim Burgett

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The eternal, unvoiced plea of every school principal is “HELP!” But who helps the building leaders with everyday answers, encouragement, practical tips, how-to lists, and almost any resource needed so they can continue to lead with joy and passion—and change their students' world? Help for principals has arrived! It's Jim Burgett's *The School Principal's Toolbook: Building the How-to Path to Excellence*. This book provides a practical and fun set of tools to understand, confront, and resolve almost every dilemma afoot or ahead! It's written for the rookie, veteran, or for those just needing a shot in the arm of potent leadership rejuvenation! And, like all of Jim's books, it's based on good, solid, practical information. *The School Principal's Toolbook* isn't confined to principals either. Burgett's words offer help to everyone involved in school building leadership like assistant or associate principals, deans, special ed directors, head teachers, and building leaders. Want to see the Table of Contents? 1. Rights and Responsibilities 2. Setting Priorities 3. The School Family 4. Building the Best Staff Possible 5. Leading the Leaders 6. Change, Vision, and Motion 7. Communications 8. Zoom Learning: Understanding and Embracing How Kids Learn 9. Team Leadership 10. Expert Advice 11. The Importance of You! 12. Tools and Thoughts for the Principal And what about testimonials? “There may not be enough superlatives in the English language to describe Jim Burgett's *The School Principal's Toolbook*. This book does not belong on every administrator's bookshelf; it belongs open on his or her desk. Every chapter is filled with informative, inspiring and entertaining advice and wisdom delivered in Jim's conversational, engaging style. While *Toolbook* has no footnotes, it is well-researched and evidence based as Jim incorporates all that he has learned – and is still learning – from his 40+ years in education as well anecdotes, case studies and ample examples of successes and failures from colleagues willing to share their experiences. Above all, Jim is a coach. Whether a first year assistant principal or a grizzled veteran superintendent, you will be a better leader after reading this book; you will be well-equipped to make an enduring difference in your school, district, community and beyond. Dr. Glen “Max” McGee, Superintendent of Palo Alto (CA) School District and past Illinois State Superintendent of Schools ----- “Practical is often neglected when discussing the 'how to's' of being a school principal. This is a phenomenal resource that every new principal or school leader should have at their disposal. If I only had this ‘Toolbook’ when I became a principal many problems could have been avoided.” L. Earl Franks, CAE, Executive Director of the Alabama Association of Secondary School Principals ----- “The *School Principal's Toolbook* by Jim Burgett is a refreshing combination of tried and true expertise and forward thinking for principals in today's complex and rapidly changing school environments. I found myself wishing this valuable resource had been available to me when I began as a middle school principal: forging connections with the school family, setting priorities and learning strategies for dealing with difficult conversations and situations would have been easier with this seasoned and straightforward guide. Reading Jim's book felt like having a candid conversation with a trusted mentor.” Karen Bronson, Director of Professional Development for the School Administrators Association of New York State (SAANYS)

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