Massachusetts Association of School Superintendents (M.A.S.S.)

**A Guide to Resources for Massachusetts Superintendents**

**Table of Contents**

Overview

1. Getting Started
	1. A Good Beginning: Planning for a Successful Transition
	2. M.A.S.S. Resources
	3. Primer on the M.A.S.S. Summer Executive Institute
2. School Committee
	1. Superintendent-School Committee Collaboration: Beginning the Work Together
	2. School Committee Best Practices: The Role of the Chair (MASC)
	3. Charting the Course: Syllabus for required training for new SC members (MASC)
	4. Evolving Issues for School Committees and Superintendents (MASC)
	5. Sample Annual Calendar for a School Committee
	6. MASC-MASS Joint Conference: Building a Strong Relationship with your School Committee
3. Unions
	1. Collective Bargaining Guidance
	2. Labor Management Toolkit (Massachusetts Education Partnership)
	3. The Research Supporting Labor Management Collaboration (Rubenstein)
4. School Finance and Operations
	1. Primer on School Finance Resources
	2. Questions to Ask: Finance and Operations
	3. Strategic Abandonment Tool for Budgeting (Tucson Unified School District)
5. Legal
	1. A Framework and Resources
6. Personnel
	1. Questions to Ask: Personnel Systems and Capacity
7. Superintendent Evaluation
	1. The Basics and Forms
	2. Standards and Indicators for Superintendents
	3. DESE Model School Visit Protocol
8. Leadership
	1. Superintendent as Instructional Leader (Saphier)
	2. Meeting Planning Checklist (NSIP)
	3. 10 Ground Rules for Meetings (Meetingsift)
	4. Questions to Ask: Monitoring Progress (The Management Center)
	5. “Management 101”: A Refresher from the American Management Association (AMA)
9. Department of Elementary and Secondary Education
	1. Guide to DESE Resources for District and School Improvement (DESE)
10. Specialized Resources
	1. Resources from MARS (Massachusetts Association of Regional Schools)
	2. Massachusetts Regional School Administrators Guidebook (MASBO)
	3. Resources on Education Collaboratives from MOEC (Massachusetts Organization of Education Collaboratives)