



## How to Build the Master Schedule in 10 Easy Steps: A Guide for Secondary School Administrators

By Steven S. Kussin

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### Editorial Review

#### Review

*"This book is an incredibly valuable resource to anyone involved in building a master schedule. The author provides a comprehensive description of the processes involved and makes the reader aware of what needs to be considered and done throughout the process. An outstanding book!"* (Robert Blake, Principal 2007-02-06)

*"All secondary schools?urban, suburban, or rural, large or small?should have this book on hand as they begin the scheduling process. It is an excellent resource and helpful to everyone, even those of us who have been building master schedules for years. I give it two thumbs up!"* (Judy Brunner, Educational Consultant 2007-02-06)

*"Well structured, very practical, very easy to read, very relevant to school administrators, and very accessible to a national audience."* (Michelle Tichy, Professor 2007-02-07)

#### About the Author

**Steven S. Kussin** is Adjunct Professor in the School of Communications at Hofstra University and has taught at New York University and C.W. Post College as well. He received his Bachelor of Arts from Cornell University, his Master of Science from Brooklyn College, and his PhD from New York University. He has been an educator for thirty-seven years, including twenty-one years as a high school principal.

Dr. Kussin has been building master schedules for more than thirty years. In addition to running workshops on "How To Build the Master Schedule" throughout the greater New York metropolitan area, he serves as an education consultant to a number of school districts. Since 2006, he has been writing a weekly column on education titled the "Principal's Office." It appears in the Herald newspaper chain on Long Island.

Dr. Kussin resides in Merrick, Long Island, New York, with his wife of thirty-five years, Sharyn, who was a Spanish teacher in New York City. The couple has three sons: Todd, Eric, and Lonnie (all of whom attended Cornell). Todd and his wife Alyssa are the parents of Rebecca Hayley. In his spare time, Kussin likes being "Grandpa," volunteering for several community causes, playing the piano, and writing. He is currently completing a novel which he plans to turn into a screenplay.

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