

EDAD 6947 - School Building Operations and Management

Fall 2026 Syllabus, Section A02, CRN 44137,

Credit hours: 3

Instructor

Melissa Mlakar

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Public Instructor Information

Instructor Title: Dr. Melissa Mlakar

Instructor Professional Qualifications:

- Ed. D., Educational Leadership, Youngstown State University
- Master's, Specific Learning Disabilities, Cleveland State University
- Bachelor's, Elementary Education, University of Cincinnati
- Permanent Teaching License, 1-8
- Superintendent and Principal Licenses

Instructor Office Location: N/A

Instructor Office Phone: N/A

Course Description

6947. School Building Operations and Management. Theories of leadership and schooling that provide future principals with guides for action and behavior will be presented. Theories that shape personal decision-making processes that build schools as learning communities will be presented. 3 s.h.

Course Readings

Group	Title	Author	ISBN
Required	The Principalship: A Reflective Practice Perspective (7th Ed)	Sergiovanni, T. J. & Green, R.L.	978-0132613644

All other article readings will be supplied through Blackboard.

Blackboard: Please be sure to login to Blackboard at least weekly during the duration of the course. Blackboard will be used regularly to share important course information.

The course readings are subject to change in the event of extenuating circumstances, research developments, current events, and/or to ensure better learning.

Schedule of Topics and Assignments

Week of	Reading(s)	Proposed Topic	Due/To Prepare for Class
10/19	Sergiovanni & Green. (2015). Chapters 1-3	Concept: Traditional Principal Leadership	1. Concept Analysis 2. Discussion Post 3. Leadership Paper #1 Due October 24, 2026
10/26	Sergiovanni & Green. (2015). Chapters 4-5	Concept: A New Theory of the Principalship	1. Concept Analysis 2. Discussion Post Due October 31, 2026
11/2	Sergiovanni & Green. (2015). Chapters 6-8	Concept: Leadership and Culture	1. Concept Analysis 2. Discussion Post Due November 7, 2026



11/9	Sergiovanni & Green. (2015). Chapters 9-11	Concept: Building a Learning Community	1. Concept Analysis 2. Discussion Post 3. OAE Practice Scenarios Due November 14, 2026
11/16	Sergiovanni & Green. (2015). Chapters 12-13	Concept: Leadership, Supervision, & Evaluation	1. Concept Analysis 2. Discussion Post 3. Evaluation Project Due November 21, 2026
11/23	Center for Public Research and Leadership. (2021, May 4). About time: Master scheduling and equity [Report]. Education Resource Strategies. (n.d.). Three steps to a strategic schedule. Hibbeln, C. (2020, June 1). Mastering the master schedule. James, D. (2024, February 27). Designing strategic elementary schedules. Lu, A., Rouhanifard, P., Cleveland, C., Gilbert, E., & Loeb, S. (2025). The key resource of time: Master schedules and effective allocation of students and educators.	Concept: Master Schedules	1. Discussion Post 2. Master Schedule Assignment Due November 28, 2026
11/30	Sergiovanni & Green. (2015). Chapters 14-15	Concept: Leadership and Effective Change	1. Concept Analysis 2. Discussion Post 3. Leadership Paper #2 Due December 5, 2026

The course schedule, policies, procedures, and assignments in this course are subject to change in the event of extenuating circumstances, by mutual agreement, and/or to ensure better learning.