The reading of *Megatrends* will give us as educators needed insights to develop a strategic vision of education. It also will help us see that in this time of uncertainty we can have extraordinary leverage and influence—individually, professionally, and institutionally—if we can only get a clear sense, a clear conception, a clear vision of the road ahead.” Not only does reading *Megatrends* help to develop this vision, it also leads to a sense of optimism that makes the reader share Naisbitt’s conclusion to his book: “My God, what a fantastic time to be alive.”


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**Handbook for Hassle-Free Subbing**

*Barbara Pronin*


At last—a handbook prepared in readable narrative form outlining the positive aspects of substitute teaching. Designed both for practicing substitute teachers and those considering this step, a positive case is made for personal satisfaction and success as a substitute. In spite of the negative image sometimes associated with substituting, Barbara Pronin makes it challenging and exciting. Anecdotes from teachers and students sketch a realistic, if sometimes humorous, picture of life in the classroom when the teacher is not there. Valuable tips, lesson plans, and numerous suggestions from a bag of tricks make this work a substitute’s delight.

Data compiled from the 50 states provides salary and certification information. Personnel offices seeking to prepare their own handbook for substitute teaching will find this practical view of substitute teaching not only very readable but practical and useful.

Available from St. Martin’s Press, Inc., 175 Fifth Avenue, New York, NY 10010, for $12.95.
Improving Educational Standards and Productivity: The Research Basis for Policy
Herbert J. Walberg, editor
McCutchan Publishing Corp., 1982
Reviewed by William J. Leary, Ed.D.
North Babylon Union Free School District, North Babylon, New York.
The main thrust of this series of essays by noted scholars in education is toward research on improving practice in education. Too frequently, researchers and practitioners engage in a "dance of mutual antagonism," castigating one another for lack of understanding and knowledge of each other's plight. These essays should help to relieve that antagonism.

For practitioners, the editor establishes in the preface "that many valuable qualities of individual students lie outside the boundaries of educational and psychological measurement." However, he also points out that educational research seems likely "to increase educational effectiveness."

The book is divided into three parts: the first is concerned with people and activities within the school; Part Two analyzes resources within and outside of the school that support higher levels of learning; and Part Three delineates the various atmospheres in which learning occurs.

Among noted contributors to the book are Roald Campbell, Mario Fontini, Ann Willig, Stephen Tnezevich, and Marilyn Kash. Administrators, teachers and school board members will benefit from reading this one.

Available from McCutchan Publishing Corp., 2526 Grove Street, Berkeley, CA 94704, for $21.00.

Johnny Can Read, So Can Jane
Ruth B. Love
Menlo Park, California:
Addison-Wesley Publishing Co., 1982
Reviewed by Patricia Brock, Supervisor of Early Education, Rutgers University, New Brunswick, New Jersey.
This collection of recommendations and discussions addressing concerns for reading success is presented in a rudimentary manner. Not suggested for the experienced educator; however, this source is ideal for the student of teacher education or parent with little knowledge of the many factors influencing the results of the academic reading process.

The concluding chapters concerning administrative involvement offer guidelines and include abstract of seven successful reading programs that might be of interest to educators developing a reading curriculum.

Available from Addison-Wesley Publishing Co., 2725 Sand Hill Road, Menlo Park, CA 94025, for $9.95.

Taking Charge in the Classroom: A Practical Guide to Effective Discipline
Allen N. Mendler and Richard L. Curwin
Reston, Virginia:
Reviewed by Thomas R. McDaniel, Converse College, Spartanburg, South Carolina.
Taking Charge is an updated and extended version of Curwin and Mendler's very successful text The Discipline Book. Developing their concept of "three-dimensional discipline," they emphasize practical, humanistic and assertive discipline strategies. In addition to many useful exercises to improve communication and reduce stress, teachers will find especially good discussions and examples of social contracts, rules, and consequences.

What sets this book apart from others (including The Discipline Book) are special topics: "creative discipline" for out-of-control students, disciplining the handicapped, managing the inner city student, dealing with drug abuse, teaching/learning styles and discipline. Since each chapter ends with advice "For the Administrator," this book will be a practical guide for principals as well as teachers.

Available from Reston Publishing Company, Inc., 11480 Sunset Hills Road, Reston, VA 22090, for $14.95.

Situational Leadership for Principals: The School Administrator in Action
Kenneth Dunn and Rita Dunn
Englewood Cliffs, New Jersey:
Prentice-Hall, Inc., 1983
Reviewed by James Lyons, University of North Carolina, Charlotte.
What is the most valuable skill needed by a school administrator? It is probably a rational and systematic approach for working through the typical, day-to-day problems that are inevitable in schools and school districts. Kenneth Dunn and Rita Dunn have authored a book that provides a practical framework for solving problems, handling conflicts, resolving conflicts, making decisions, evaluating curriculum—to name a few. By using 40 situations that typify the gamut of problems encountered in schools and school districts, the reader is given the key issues, an analysis, and suggested guidelines for resolving or handling each situation. While the book is an excellent source for principals, central office administrators, supervisors, department chairpersons, and professors of educational administration will also find the book particularly helpful.

Available from Prentice-Hall, Inc., Book Distribution Center, Route 59 at Brook Hill Drive, West Nyack, NY 10995, for $17.50.

The Reading Triangle: Parents Can Help Children Succeed in Reading
Linda M. Climan
Farmington Hills, Michigan:
Focus Publishing Company, 1981
Reviewed by Verne Peters, Belleville Area College, Belleville, Illinois.
If every parent, day-care center, preschool, and primary teacher followed the guidelines clearly explained in this small, compact book, the number of successful readers would make "remediation" obsolete. The reading triangle is a team-teaching approach; its participants are the parent, the child, and the teacher.

Reading methodology is explained within a larger triangle: (1) gaining information (listening, reading), (2) understanding (thinking on our own, time to think, getting involved), (3) communicating (what we say, what we do).

While the author addresses parents who are determined that their children will succeed in reading, the book is an invaluable abstract for teacher education.

Available from Focus Publishing Company, P.O. Box 2862, Farmington Hills, MI 48018, for $5.95.