

How do you keep the main thing the main thing? Have you established a Personal Mission Statement or set goals for yourself? Scheduling our week in advance of when it occurs will help to ensure accomplishing those most important tasks. Habit 3 of our *Leader in Me* series is entitled, **"Put First Things First": The Habit of Personal Management.**

Most of us will admit our daily activities and schedules are driven by distractions and wasted time or predicated by the pressure of "the moment". Honestly, if I'm not intentional about keeping my eyes and mind focused on the goals and vision I have for the Edgerton District, I find myself just responding to the latest problem or "putting out fires" all day. Before I know it, the school day is over and I'm off to the next extra-curricular event, having not accomplished any of my scheduled "big ticket" items for the day. Through the Leader in Me initiative, Dr. Covey is teaching me, the Edgerton staff, and students across our campus to establish a discipline that is focused on spending time on what's important and letting our highest priorities drive our days and weeks.



Focusing on the highest priorities is divided into four quadrants and it's our goal as professionals to spend the greatest majority of our day in Quadrant 2. Although we realize we cannot totally eliminate distractions, interruptions, and wasted time, it is our goal to do so. How would you describe your typical week? Are resentment, stress, and a general lack of productivity winning? Or can you consistently create a schedule in advance that allows you to proactively accomplish those most important events?

I'll leave you today with this poem from the Anglican Bishop around 1110 AD, from the crypt of the Westminster Abbey.

"When I was young and free my imagination had no limits, I dreamed I could change the world. As I grew older and wiser, I realized the world would not change. And I decided to shorten my sights somewhat and change only my country. But it seemed immovable. As I entered my twilight years, in one last desperate attempt, I sought to change only my family, those closest to me; but alas they would have none of it. And now here I lie in my death bed and realize, perhaps for the first time, that if only I had changed myself first then, by example, I may have influenced my family and with their encouragement and support I may have bettered my country, and who knows, I may have changed the world."

Put First Things First!

Kermit Riehle, Superintendent
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