

8:45-9:15

1. Check Email (10 min) only do immediate-quick needs
2. Make Online Meeting Notes, Email them to myself and get out needed materials
3. Set up Google Meet Links. Put on GC.
3. Prepare to Email the next day's assignments
4. Schedule the next day's assignments on Google Classroom

9:15-9:55

1. Help my kids get set up for math
2. Teach Jay his math
3. Answer longer emails

10:00 – 10:40

Student Google Meet

10:40 – 11:15

Break with the kids

11:15-12:15

1. Help my kids get set up for ELA
2. Teach Jay his ELA
3. Check Email (10 min) only quick and simple
4. Post today's Google Meet Video on GC
5. Prepare next set of Lesson Plans



12:15 – 1:15

Make lunches, eat, chores, clean up the house

1:15 – 3:30

(Usually meetings sprinkled in here)

1. Answer longer emails
2. Check in work on GC (15 min)
3. Continue with Lesson Planning, making resources and putting them on GC, finding videos

3:30 – 4:30

1. Help my kids with their work
2. Help kids submit their work for the day
3. Quick check on emails (10 min)
4. Check in student work (15 min)

My Meetings today...

