



**GREENHILLS**  
School

**DAILY PLANNER**  
SEPTEMBER 2020–JANUARY 2021

NAME .....

**ONE OF A KIND**

**STUDENT NAME:** \_\_\_\_\_

**GRADE:** \_\_\_\_\_

**LOCKER NUMBER:** \_\_\_\_\_

**ADVISOR'S NAME:** \_\_\_\_\_



### **GREENHILLS SCHOOL MISSION STATEMENT**

Greenhills School is a student-centered community that helps young people realize their full intellectual, ethical, artistic and athletic potential in preparation for college – and beyond – as curious, creative and responsible citizens who respect all individuals and their differences, and whose meaningful and balanced lives will better the world.

### **GREENHILLS SCHOOL DIVERSITY STATEMENT**

Greenhills School was founded during the modern civil rights era with racial equality as a central part of the vision of its founders. Today, the vision is continued through the promotion of diversity as integral to the ethos and practices of the school. We believe people from different races, cultures, socioeconomic backgrounds, genders (including gender identities and gender expressions), political beliefs, physical capacities, religions, and sexual orientations are sources of strength that enrich teaching and learning at Greenhills. Greenhills strives to build a diverse learning community by integrating different ideas, thoughts, personal gifts, life experiences, and talents into the classroom and other programs of the school.



# **GREENHILLS** School

**ONE OF A KIND**

## **GREENHILLS SCHOOL**

850 Greenhills Drive  
Ann Arbor, Michigan 48105  
[www.greenhillsschool.org](http://www.greenhillsschool.org)  
P: (734) 769-4010  
F: (734) 769-5029

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## **ADMINISTRATION**

**Peter Fayroian**, Head of School  
**E. Quincy McLaughlin**, Associate Head of School, Head of Upper School  
**Caroline Huntoon**, Head of Middle School  
**John Nickel**, Chief Financial Officer  
**Deano Smith**, Dean of Academics  
**Tom Ward**, Upper School Dean of Students  
**Laurin Wolf**, Interim Director of Admission and Financial Aid  
**Paul Gargaro**, Director of Advancement  
**Meg Seng**, Director of Athletics  
**Betsy Ellsworth**, Director of College Counseling  
**Michael Shaw**, Director of Communications and Marketing  
**Marissa Green**, Director of Information Technology Services  
**Stephanie Bentley**, Administrative Coordinator, Office of the Head of School  
**Paula Mervyn**, Front Desk Receptionist  
**Francine Mays**, Plum Market Campus Director  
**Jennifer Welch**, Registrar

## **PROGRAM DIRECTORS**

**Nadine Hall**, Director of Diversity and Inclusion

**Caitlin Smead**, Director of the Learning Center

**Alyssa Friendly**, Director of Service Learning

**Jenna Goldenberg**, Director of Teaching and Learning

**Steve Oestreich**, Health Services Coordinator

**Heidi Butz**, School Counselor

**Liza Ruggiero**, Director of the Center for Mindful Well-being

**Teresa Casey**, Director of Alumni Relations

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## **LEADERSHIP**

**Sixth-grade Team Leaders:** Nina Scheinberg and Karin Scott

**Seventh-grade Team Leaders:** Ann Novak and Nicole Burroughs

**Eighth-grade Team Leaders:** Scott Benke and Kevin Olson

**Ninth-grade Dean:** Cathy Renaud

**Tenth-grade Dean:** Sara LeBlanc

**Eleventh-grade Dean:** Brandon Groff

**Twelfth-grade Dean:** Andy Wicklund

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## **DEPARTMENT CHAIRS**

**English:** Monica Lewis

**Fine and Performing Arts:** Neil Donato

**Wellness:** Katie Kukulski

**Math and Computer Science:** Susan Beamish

**Science:** Charles Dershimer

**Modern and Classical Languages:** Jeff Allen

**History and Social Science:** Jenna Goldenberg

## MY CLASS SCHEDULE & TEACHERS

CLASS PERIOD	SUBJECT	TEACHER
A		
B		
C		
D		
E		
F		
G		
H		
ADVISORY		

## MY CLUBS, GROUPS AND ACTIVITIES

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## REMOTE LEARNING SCHEDULE

		BLUE	GREEN
8:30AM-9:45AM	75 minutes	A	E
9:45AM-10:00AM	15 minutes	Break	
10:00AM-11:15AM	75 minutes	B	F
11:15AM-11:45AM	30 minutes	Advisory/Grade Meetings/Clubs*	
11:45AM-12:30PM	45 minutes	Lunch/Affinity Groups (Affinity Groups start at 12:00PM)	
12:30PM-1:45PM	75 minutes	C	G
1:45PM-2:00PM	15 minutes	Break	
2:00PM-3:15PM	75 minutes	D	H
3:15PM-3:45PM	30 minutes	Optional Club Meeting Time	

## \*WEEKLY ADVISORY TIME SCHEDULE

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Advisory	Clubs	Grade Meetings	Clubs	Advisory

# EXECUTIVE FUNCTIONS

Executive function skills are the mental processes that allow you to be successful in school and life. They are your brain's traffic control system, helping you manage your behavior so that you can achieve long-term goals. There are many different executive functions; below is a list of just some. Turn the page to see tips on strengthening these skills!

EXECUTIVE FUNCTION	DEFINITION
Analyzing and Activating	Taking a big-picture overview of the job that needs to be completed
Focus	Concentrating on a specific job or assignment, and shifting attention back to the task when distractions arise
Effort	Continuing to put energy into a task until it is completed, and working at a pace that isn't too fast and careless or too slow and unproductive
Emotion	Managing frustration and reaction when things get tough
Memory	Remembering and recalling the steps and information that are needed in order to reach a goal
Action	Monitoring progress and adjusting activities and plans as needed until the goal is reached



# EXECUTIVE FUNCTIONS & MANAGING SCHOOL

## Increase your productivity and efficiency!

### **PROCRASTINATE? IMPROVE TASK INITIATION:**

- Write out a to-do list
- Use a visual or interval timer (the “Pomodoro Technique”: study for 25 minutes, break for 5)
- Work alongside a friend, sibling, or parent for accountability

### **LOSE FOCUS? BOLSTER SUSTAINED ATTENTION:**

- Tune out distractions with white noise or classical music
- Turn off Wi-Fi and power down your cellphone (or try an app like Flipd)
- Take periodic breaks to stretch; crossing-the-midline exercises are especially helpful

### **PROCESSING STRUGGLES? BOOST WORKING MEMORY:**

- Consciously visualize the material
- Pair audio & visuals: check out OverDrive or Audible, or read out loud with a friend
- Use mnemonic devices, like acronyms
- Unplug – hard copies are better for working memory than digital (think flashcards, books, printed articles, etc.)

### **OVERWHELMED? MAKE A PLAN:**

- Use this planner
- Write down your to-do list, then prioritize (pad it with easy tasks, like “pack charger”)
- Get quick tasks done first to help you feel successful and build momentum
- For long-term assignments, work backward from the due date and set milestones

### **MESSY? UPGRADE YOUR ORGANIZATIONAL SKILLS:**

- Use cues to follow a consistent routine, like sticky notes
- Ditch multiple binders in favor of one expandable file folder or case-it
- Snap a photo with your cellphone of notes on the board, homework, and even your completed assignments

### **SPINNING YOUR WHEELS? INCREASE FLEXIBILITY:**

- Embrace obstacles as an opportunity to problem-solve
- Ask for help: peers, siblings and teachers might show you a simpler approach
- Change your environment: try working in a new location (consider heading outside)
- When you're stuck, look for instructional videos online

### **QUICKLY LOSE STEAM? ENHANCE YOUR PERSISTENCE:**

- Find joy in crossing off items on your to-do list
- Use an external reward, like video games or a sweet treat once you've finished one task
- Reflect on how you feel when you've completed all of your work (relieved, happy, calm), and write down to remind yourself next time



# STUDY SKILLS AND HELPFUL HINTS

Spacing study sessions out over time is more effective than cramming it all in one or two nights. In fact, research shows us that in order to effectively study, you need to be able to move that information into your long-term memory storage so that you can recall it when you need it (which is often NOT the next day). Keep these helpful hints in mind when you are ready to study!

## GATHER UP ALL YOUR STUDY MATERIALS

- If you're missing anything, connect with a classmate or talk to your teacher.
- Print out the resources your teacher has uploaded to Gryphon. Prepare those Flashcards!
- What materials might you need?

## PLAN WHEN YOU'RE GOING TO STUDY

- Schedule specific times throughout the week and weekend for studying – and stick with it.
- Work backwards from the test date to ensure you give yourself enough time to prepare for your exams.
- What activities or events may affect your study time?

## ELIMINATE DISTRACTIONS

- Distractions cause you to break your train of thought and make you unable to focus – both of which will lead to ineffective studying.
- Power off electronics, and try listening to classical music instead of pop.
- What kinds of distractions keep you from focusing on your studies?

## USE STUDY GROUPS EFFECTIVELY

- Teaching others the material helps to internalize the subject matter.
- Working in groups enables you to get help from others when you're struggling to understand a concept, but it can also impede progress if you aren't focused. Start by setting a goal for your study session.
- Do you study better independently or within a group? How do you know?

# HOMEWORK TIPS

Sometimes the hardest part is starting. These tips can help get you going and help you plan for weeks when busy is an understatement! If you are a fan of acronyms (which are great memory aids), think L-PET (List, Prioritize, Estimate, Timed events go first)!

## **FIRST, TRY MAKING A LIST.**

- Write your list of all the things you need and want to do for the night. This is the most important step and will help you get organized. In this step, it doesn't matter what needs to be done first or how long it will take. Just write everything down. (By the way, writing things down frees your brain to think about other things.)
- In your planner, you can add to your list throughout the day. Begin by writing your homework down in the space for assignments.

## **THEN, PRIORITIZE THE ITEMS IN YOUR LIST.**

- Figure out which things you must do first. How will you decide? Sometimes the answer will be obvious, like you have to finish the assignment before you can begin to study, or write up the responses before you can share them with your group. Sometimes what you do first will be more of a personal choice.
- In your planner, there is a column marked "priority". Order your assignments there!

## **THE THIRD STEP IS TO ESTIMATE HOW LONG YOU THINK EACH TASK WILL TAKE.**

- Try to figure out how long you'll need for the most important items on your list. This helps to you to stay realistic about what you'll get done.
- In your planner, you can make a time estimation in the column marked "time est". It's a great lesson in time management. Were you correct in your time estimation?

## **KEEP IN MIND**

- Some events happen at a particular time, like a game, a doctor's appointment, a meeting with a teacher, or a club activity. These events must happen at that given time and therefore note those things first, timed events go first.

NOTES:

A series of horizontal dotted lines for writing notes, spanning the width of the page.

SEPTEMBER  
**2020**

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
30	31	1	2	3	4	5
6	7 Labor Day	8 Remote Learning Begins	9 Virtual Back-to-School Night	10	11	12
13	14 Monthly Community Chat	15	16	17	18 Rosh Hashanah Begins	19
20	21 Class Drop/Add Deadline	22	23	24	25	26
27 Yom Kippur Begins	28	29	30	1	2	3

Throughout this planner, we have intended to highlight major holidays for various religious faiths, events, and vacation dates, but they are not a comprehensive listing. If there is something we missed, please let the Greenhills Learning Center know.

LONG TERM PROJECTS & PLANS

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MONDAY 7	TUESDAY 8	WEDNESDAY 9																								
<p>Labor Day</p>	<p>Remote Learning Begins</p>	<p>Virtual Back-to-School Night</p>																								
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<p>▼ REMOTE LEARNING REMINDERS ▼</p>																										

THURSDAY 10		FRIDAY 11		WEEKEND 12/13
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SEPTEMBER  
**2020**

MONDAY 14		TUESDAY 15		WEDNESDAY 16	
Monthly Community Chat					
<b>a.</b>		<b>e.</b>		<b>a.</b>	
PRIORITY	TIME EST	PRIORITY	TIME EST	PRIORITY	TIME EST
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PRIORITY	TIME EST	PRIORITY	TIME EST	PRIORITY	TIME EST
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PRIORITY	TIME EST	PRIORITY	TIME EST	PRIORITY	TIME EST
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▼ REMOTE LEARNING REMINDERS ▼					

Schedule time with your teacher; meet virtually with a peer; use independent time to catch up on missed work; organize your workstation and materials.



THURSDAY 17		FRIDAY 18		WEEKEND 19/20
		Rosh Hashanah Begins		
<b>e.</b>		<b>a.</b>		
PRIORITY	..... ..... ..... .....	TIME EST		
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NOTES		NOTES		

Schedule time with your teacher; meet virtually with a peer; use independent time to catch up on missed work; organize your workstation and materials.

SEPTEMBER  
**2020**

MONDAY 21		TUESDAY 22		WEDNESDAY 23	
Class Drop/Add Deadline					
<b>e.</b>		<b>a.</b>		<b>e.</b>	
PRIORITY	..... ..... ..... .....	TIME EST	PRIORITY	..... ..... ..... .....	TIME EST
<b>f.</b>		<b>b.</b>		<b>f.</b>	
PRIORITY	..... ..... ..... .....	TIME EST	PRIORITY	..... ..... ..... .....	TIME EST
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▼ REMOTE LEARNING REMINDERS ▼					

Schedule time with your teacher; meet virtually with a peer; use independent time to catch up on missed work; organize your workstation and materials.

THURSDAY 24		FRIDAY 25		WEEKEND 26/27			
<b>a.</b>		<b>e.</b>		Yom Kippur Begins			
PRIORITY		TIME EST				PRIORITY	
<b>b.</b>		<b>f.</b>		FUTURE PROJECTS, ASSIGNMENTS & ACTIVITIES			
PRIORITY		TIME EST				PRIORITY	
<b>c.</b>		<b>g.</b>		1.			
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MEETINGS		MEETINGS		5.			
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REMOTE LEARNING REMINDERS							

Schedule time with your teacher; meet virtually with a peer; use independent time to catch up on missed work; organize your workstation and materials.

# SEPTEMBER 2020

MONDAY		28	TUESDAY		29	WEDNESDAY		30
<b>a.</b>			<b>e.</b>			<b>a.</b>		
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<b>b.</b>			<b>f.</b>			<b>b.</b>		
PRIORITY	.....		TIME EST	PRIORITY	.....		TIME EST	PRIORITY
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	.....				.....			
	.....				.....			
	.....				.....			
<b>c.</b>			<b>g.</b>			<b>c.</b>		
PRIORITY	.....		TIME EST	PRIORITY	.....		TIME EST	PRIORITY
	.....				.....			
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	.....				.....			
	.....				.....			
	.....				.....			
<b>d.</b>			<b>h.</b>			<b>d.</b>		
PRIORITY	.....		TIME EST	PRIORITY	.....		TIME EST	PRIORITY
	.....				.....			
	.....				.....			
	.....				.....			
	.....				.....			
	.....				.....			
STUDENT LIFE, CLUBS & ACTIVITIES			STUDENT LIFE, CLUBS & ACTIVITIES			STUDENT LIFE, CLUBS & ACTIVITIES		
<input type="checkbox"/>				<input type="checkbox"/>				<input type="checkbox"/>
<input type="checkbox"/>				<input type="checkbox"/>				<input type="checkbox"/>
<input type="checkbox"/>				<input type="checkbox"/>				<input type="checkbox"/>
MEETINGS			MEETINGS			MEETINGS		
<input type="checkbox"/>				<input type="checkbox"/>				<input type="checkbox"/>
<input type="checkbox"/>				<input type="checkbox"/>				<input type="checkbox"/>
<input type="checkbox"/>				<input type="checkbox"/>				<input type="checkbox"/>
▼ REMOTE LEARNING REMINDERS ▼			▼ REMOTE LEARNING REMINDERS ▼			▼ REMOTE LEARNING REMINDERS ▼		

Schedule time with your teacher; meet virtually with a peer; use independent time to catch up on missed work; organize your workstation and materials.

THURSDAY 1	FRIDAY 2	WEEKEND 3/4
No Classes: Parent/Teacher Conferences	No Classes: Parent/Teacher Conferences	
FUTURE PROJECTS, ASSIGNMENTS & ACTIVITIES	FUTURE PROJECTS, ASSIGNMENTS & ACTIVITIES	FUTURE PROJECTS, ASSIGNMENTS & ACTIVITIES
1.	1.	1.
2.	2.	2.
3.	3.	3.
4.	4.	4.
5.	5.	5.
NOTES	NOTES	NOTES
▼ REMOTE LEARNING REMINDERS ▼		

NOTES:

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OCTOBER  
**2020**

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
27	28	29	30	1	2	3
				No Classes: Parent/Teacher Conferences	No Classes: Parent/Teacher Conferences	
4	5	6	7	8	9	10
	Monthly Community Chat					
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
					End of Marking Period I	Halloween

LONG TERM PROJECTS & PLANS

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THURSDAY		8	FRIDAY		9	WEEKEND		10/11
<b>a.</b>		<b>e.</b>						
PRIORITY	.....		TIME EST	PRIORITY	.....		TIME EST	
	.....				.....			
	.....				.....			
	.....				.....			
	.....				.....			
<b>b.</b>		<b>f.</b>						
PRIORITY	.....		TIME EST	PRIORITY	.....		TIME EST	
	.....				.....			
	.....				.....			
	.....				.....			
	.....				.....			
	.....				.....			
<b>c.</b>		<b>g.</b>						
PRIORITY	.....		TIME EST	PRIORITY	.....		TIME EST	
	.....				.....			
	.....				.....			
	.....				.....			
	.....				.....			
	.....				.....			
<b>d.</b>		<b>h.</b>						
PRIORITY	.....		TIME EST	PRIORITY	.....		TIME EST	
	.....				.....			
	.....				.....			
	.....				.....			
	.....				.....			
	.....				.....			
STUDENT LIFE, CLUBS & ACTIVITIES		STUDENT LIFE, CLUBS & ACTIVITIES		NOTES				
<input type="checkbox"/>	.....		<input type="checkbox"/>	.....		.....		
<input type="checkbox"/>	.....		<input type="checkbox"/>	.....		.....		
<input type="checkbox"/>	.....		<input type="checkbox"/>	.....		.....		
MEETINGS		MEETINGS						
<input type="checkbox"/>	.....		<input type="checkbox"/>	.....		.....		
<input type="checkbox"/>	.....		<input type="checkbox"/>	.....		.....		
<input type="checkbox"/>	.....		<input type="checkbox"/>	.....		.....		
▼ REMOTE LEARNING REMINDERS ▼								

Schedule time with your teacher; meet virtually with a peer; use independent time to catch up on missed work; organize your workstation and materials.

# OCTOBER 2020

MONDAY		12	TUESDAY		13	WEDNESDAY		14
<b>a.</b>			<b>e.</b>			<b>a.</b>		
PRIORITY	.....		TIME EST	PRIORITY	.....		TIME EST	PRIORITY
	.....				.....			
	.....				.....			
	.....				.....			
	.....				.....			
<b>b.</b>			<b>f.</b>			<b>b.</b>		
PRIORITY	.....		TIME EST	PRIORITY	.....		TIME EST	PRIORITY
	.....				.....			
	.....				.....			
	.....				.....			
	.....				.....			
	.....				.....			
<b>c.</b>			<b>g.</b>			<b>c.</b>		
PRIORITY	.....		TIME EST	PRIORITY	.....		TIME EST	PRIORITY
	.....				.....			
	.....				.....			
	.....				.....			
	.....				.....			
	.....				.....			
<b>d.</b>			<b>h.</b>			<b>d.</b>		
PRIORITY	.....		TIME EST	PRIORITY	.....		TIME EST	PRIORITY
	.....				.....			
	.....				.....			
	.....				.....			
	.....				.....			
	.....				.....			
STUDENT LIFE, CLUBS & ACTIVITIES			STUDENT LIFE, CLUBS & ACTIVITIES			STUDENT LIFE, CLUBS & ACTIVITIES		
<input type="checkbox"/>	.....			<input type="checkbox"/>	.....			<input type="checkbox"/>
<input type="checkbox"/>	.....			<input type="checkbox"/>	.....			<input type="checkbox"/>
<input type="checkbox"/>	.....			<input type="checkbox"/>	.....			<input type="checkbox"/>
MEETINGS			MEETINGS			MEETINGS		
<input type="checkbox"/>	.....			<input type="checkbox"/>	.....			<input type="checkbox"/>
<input type="checkbox"/>	.....			<input type="checkbox"/>	.....			<input type="checkbox"/>
<input type="checkbox"/>	.....			<input type="checkbox"/>	.....			<input type="checkbox"/>
▼ REMOTE LEARNING REMINDERS ▼			▼ REMOTE LEARNING REMINDERS ▼			▼ REMOTE LEARNING REMINDERS ▼		

Schedule time with your teacher; meet virtually with a peer; use independent time to catch up on missed work; organize your workstation and materials.

THURSDAY 15		FRIDAY 16		WEEKEND 17/18
<b>e.</b>		<b>a.</b>		FUTURE PROJECTS, ASSIGNMENTS & ACTIVITIES 1. _____ 2. _____ 3. _____ 4. _____ 5. _____
PRIORITY	TIME EST	PRIORITY	TIME EST	
.....		.....		
.....		.....		
.....		.....		
.....		.....		
.....		.....		
.....		.....		
<b>f.</b>		<b>b.</b>		
PRIORITY	TIME EST	PRIORITY	TIME EST	
.....		.....		
.....		.....		
.....		.....		
.....		.....		
.....		.....		
.....		.....		
<b>g.</b>		<b>c.</b>		
PRIORITY	TIME EST	PRIORITY	TIME EST	
.....		.....		
.....		.....		
.....		.....		
.....		.....		
.....		.....		
.....		.....		
<b>h.</b>		<b>d.</b>		
PRIORITY	TIME EST	PRIORITY	TIME EST	
.....		.....		
.....		.....		
.....		.....		
.....		.....		
.....		.....		
.....		.....		
.....		.....		
STUDENT LIFE, CLUBS & ACTIVITIES <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> MEETINGS <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> REMOTE LEARNING REMINDERS	STUDENT LIFE, CLUBS & ACTIVITIES <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> MEETINGS <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	NOTES _____ _____ _____ _____ _____		

Schedule time with your teacher; meet virtually with a peer; use independent time to catch up on missed work; organize your workstation and materials.

# OCTOBER 2020

MONDAY 19		TUESDAY 20		WEDNESDAY 21	
<b>e.</b>		<b>a.</b>		<b>e.</b>	
PRIORITY	TIME EST	PRIORITY	TIME EST	PRIORITY	TIME EST
.....		.....		.....	
.....		.....		.....	
.....		.....		.....	
.....		.....		.....	
<b>f.</b>		<b>b.</b>		<b>f.</b>	
PRIORITY	TIME EST	PRIORITY	TIME EST	PRIORITY	TIME EST
.....		.....		.....	
.....		.....		.....	
.....		.....		.....	
.....		.....		.....	
<b>g.</b>		<b>c.</b>		<b>g.</b>	
PRIORITY	TIME EST	PRIORITY	TIME EST	PRIORITY	TIME EST
.....		.....		.....	
.....		.....		.....	
.....		.....		.....	
.....		.....		.....	
<b>h.</b>		<b>d.</b>		<b>h.</b>	
PRIORITY	TIME EST	PRIORITY	TIME EST	PRIORITY	TIME EST
.....		.....		.....	
.....		.....		.....	
.....		.....		.....	
.....		.....		.....	
STUDENT LIFE, CLUBS & ACTIVITIES		STUDENT LIFE, CLUBS & ACTIVITIES		STUDENT LIFE, CLUBS & ACTIVITIES	
<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
MEETINGS		MEETINGS		MEETINGS	
<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
▼ REMOTE LEARNING REMINDERS ▼					

Schedule time with your teacher; meet virtually with a peer; use independent time to catch up on missed work; organize your workstation and materials.

THURSDAY 22		FRIDAY 23		WEEKEND 24/25
<b>a.</b>		<b>e.</b>		FUTURE PROJECTS, ASSIGNMENTS & ACTIVITIES 1. _____ 2. _____ 3. _____ 4. _____ 5. _____
PRIORITY	TIME EST	PRIORITY	TIME EST	
.....		.....		
.....		.....		
.....		.....		
.....		.....		
.....		.....		
.....		.....		
<b>b.</b>		<b>f.</b>		FUTURE PROJECTS, ASSIGNMENTS & ACTIVITIES 1. _____ 2. _____ 3. _____ 4. _____ 5. _____
PRIORITY	TIME EST	PRIORITY	TIME EST	
.....		.....		
.....		.....		
.....		.....		
.....		.....		
.....		.....		
.....		.....		
<b>c.</b>		<b>g.</b>		FUTURE PROJECTS, ASSIGNMENTS & ACTIVITIES 1. _____ 2. _____ 3. _____ 4. _____ 5. _____
PRIORITY	TIME EST	PRIORITY	TIME EST	
.....		.....		
.....		.....		
.....		.....		
.....		.....		
.....		.....		
.....		.....		
<b>d.</b>		<b>h.</b>		FUTURE PROJECTS, ASSIGNMENTS & ACTIVITIES 1. _____ 2. _____ 3. _____ 4. _____ 5. _____
PRIORITY	TIME EST	PRIORITY	TIME EST	
.....		.....		
.....		.....		
.....		.....		
.....		.....		
.....		.....		
.....		.....		
STUDENT LIFE, CLUBS & ACTIVITIES <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> MEETINGS <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> REMOTE LEARNING REMINDERS		STUDENT LIFE, CLUBS & ACTIVITIES <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> MEETINGS <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		NOTES _____ _____ _____ _____ _____

Schedule time with your teacher; meet virtually with a peer; use independent time to catch up on missed work; organize your workstation and materials.

# OCTOBER 2020

MONDAY		26	TUESDAY		27	WEDNESDAY		28
<b>a.</b>			<b>e.</b>			<b>a.</b>		
PRIORITY	.....		TIME EST	PRIORITY	.....		TIME EST	PRIORITY
	.....				.....			
	.....				.....			
	.....				.....			
	.....				.....			
<b>b.</b>			<b>f.</b>			<b>b.</b>		
PRIORITY	.....		TIME EST	PRIORITY	.....		TIME EST	PRIORITY
	.....				.....			
	.....				.....			
	.....				.....			
	.....				.....			
	.....				.....			
<b>c.</b>			<b>g.</b>			<b>c.</b>		
PRIORITY	.....		TIME EST	PRIORITY	.....		TIME EST	PRIORITY
	.....				.....			
	.....				.....			
	.....				.....			
	.....				.....			
	.....				.....			
<b>d.</b>			<b>h.</b>			<b>d.</b>		
PRIORITY	.....		TIME EST	PRIORITY	.....		TIME EST	PRIORITY
	.....				.....			
	.....				.....			
	.....				.....			
	.....				.....			
	.....				.....			
STUDENT LIFE, CLUBS & ACTIVITIES			STUDENT LIFE, CLUBS & ACTIVITIES			STUDENT LIFE, CLUBS & ACTIVITIES		
<input type="checkbox"/>				<input type="checkbox"/>				<input type="checkbox"/>
<input type="checkbox"/>				<input type="checkbox"/>				<input type="checkbox"/>
<input type="checkbox"/>				<input type="checkbox"/>				<input type="checkbox"/>
MEETINGS			MEETINGS			MEETINGS		
<input type="checkbox"/>				<input type="checkbox"/>				<input type="checkbox"/>
<input type="checkbox"/>				<input type="checkbox"/>				<input type="checkbox"/>
<input type="checkbox"/>				<input type="checkbox"/>				<input type="checkbox"/>
▼ REMOTE LEARNING REMINDERS ▼								

Schedule time with your teacher; meet virtually with a peer; use independent time to catch up on missed work; organize your workstation and materials.



THURSDAY 29		FRIDAY 30		WEEKEND 31/1
		End of Marking Period I		Halloween
<b>e.</b>		<b>a.</b>		
PRIORITY	TIME EST	PRIORITY	TIME EST	
<b>f.</b>		<b>b.</b>		
PRIORITY	TIME EST	PRIORITY	TIME EST	
<b>g.</b>		<b>c.</b>		
PRIORITY	TIME EST	PRIORITY	TIME EST	
<b>h.</b>		<b>d.</b>		FUTURE PROJECTS, ASSIGNMENTS & ACTIVITIES
PRIORITY	TIME EST	PRIORITY	TIME EST	1.
				2.
				3.
				4.
				5.
STUDENT LIFE, CLUBS & ACTIVITIES		STUDENT LIFE, CLUBS & ACTIVITIES		NOTES
<input type="checkbox"/>		<input type="checkbox"/>		
<input type="checkbox"/>		<input type="checkbox"/>		
<input type="checkbox"/>		<input type="checkbox"/>		
MEETINGS		MEETINGS		
<input type="checkbox"/>		<input type="checkbox"/>		
<input type="checkbox"/>		<input type="checkbox"/>		
<input type="checkbox"/>		<input type="checkbox"/>		
▼ REMOTE LEARNING REMINDERS ▼				

Schedule time with your teacher; meet virtually with a peer; use independent time to catch up on missed work; organize your workstation and materials.

NOTES:

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SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2 Monthly Community Chat	3 No Classes: Election Day	4	5	6	7
8	9	10	11	12	13	14 Diwali
15	16	17	18	19	20	21
22	23	24	25 No Classes: Thanksgiving Break	26 No Classes: Thanksgiving Break Thanksgiving	27 No Classes: Thanksgiving Break	28
29 Classes Resume	30	1	2	3	4	5

LONG TERM PROJECTS & PLANS

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MONDAY 2		TUESDAY 3	WEDNESDAY 4	
Monthly Community Chat		No Classes: Election Day		
<b>e.</b>			<b>a.</b>	
PRIORITY	TIME EST		PRIORITY	TIME EST
<b>f.</b>			<b>b.</b>	
PRIORITY	TIME EST		PRIORITY	TIME EST
<b>g.</b>			<b>c.</b>	
PRIORITY	TIME EST	FUTURE PROJECTS, ASSIGNMENTS & ACTIVITIES	PRIORITY	TIME EST
<b>h.</b>		1.	<b>d.</b>	
PRIORITY	TIME EST	2.	PRIORITY	TIME EST
		3.		
		4.		
		5.		
STUDENT LIFE, CLUBS & ACTIVITIES		NOTES	STUDENT LIFE, CLUBS & ACTIVITIES	
<input type="checkbox"/>			<input type="checkbox"/>	
<input type="checkbox"/>			<input type="checkbox"/>	
<input type="checkbox"/>			<input type="checkbox"/>	
MEETINGS			MEETINGS	
<input type="checkbox"/>			<input type="checkbox"/>	
<input type="checkbox"/>			<input type="checkbox"/>	
<input type="checkbox"/>			<input type="checkbox"/>	
▼ REMOTE LEARNING REMINDERS ▼				

THURSDAY 5		FRIDAY 6		WEEKEND 7/8
<b>e.</b>		<b>a.</b>		FUTURE PROJECTS, ASSIGNMENTS & ACTIVITIES 1. _____ 2. _____ 3. _____ 4. _____ 5. _____
PRIORITY	TIME EST	PRIORITY	TIME EST	
.....		.....		
.....		.....		
.....		.....		
.....		.....		
.....		.....		
.....		.....		
<b>f.</b>		<b>b.</b>		
PRIORITY	TIME EST	PRIORITY	TIME EST	
.....		.....		
.....		.....		
.....		.....		
.....		.....		
.....		.....		
.....		.....		
<b>g.</b>		<b>c.</b>		
PRIORITY	TIME EST	PRIORITY	TIME EST	
.....		.....		
.....		.....		
.....		.....		
.....		.....		
.....		.....		
.....		.....		
<b>h.</b>		<b>d.</b>		
PRIORITY	TIME EST	PRIORITY	TIME EST	
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.....		.....		
.....		.....		
.....		.....		
.....		.....		
STUDENT LIFE, CLUBS & ACTIVITIES <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> MEETINGS <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> REMOTE LEARNING REMINDERS		STUDENT LIFE, CLUBS & ACTIVITIES <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> MEETINGS <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		NOTES _____ _____ _____ _____ _____







# NOVEMBER 2020

MONDAY		16	TUESDAY		17	WEDNESDAY		18
<b>a.</b>			<b>e.</b>			<b>a.</b>		
PRIORITY	.....		TIME EST	PRIORITY	.....		TIME EST	PRIORITY
	.....				.....			
	.....				.....			
	.....				.....			
	.....				.....			
<b>b.</b>			<b>f.</b>			<b>b.</b>		
PRIORITY	.....		TIME EST	PRIORITY	.....		TIME EST	PRIORITY
	.....				.....			
	.....				.....			
	.....				.....			
	.....				.....			
	.....				.....			
<b>c.</b>			<b>g.</b>			<b>c.</b>		
PRIORITY	.....		TIME EST	PRIORITY	.....		TIME EST	PRIORITY
	.....				.....			
	.....				.....			
	.....				.....			
	.....				.....			
	.....				.....			
<b>d.</b>			<b>h.</b>			<b>d.</b>		
PRIORITY	.....		TIME EST	PRIORITY	.....		TIME EST	PRIORITY
	.....				.....			
	.....				.....			
	.....				.....			
	.....				.....			
	.....				.....			
STUDENT LIFE, CLUBS & ACTIVITIES			STUDENT LIFE, CLUBS & ACTIVITIES			STUDENT LIFE, CLUBS & ACTIVITIES		
<input type="checkbox"/>				<input type="checkbox"/>				<input type="checkbox"/>
<input type="checkbox"/>				<input type="checkbox"/>				<input type="checkbox"/>
<input type="checkbox"/>				<input type="checkbox"/>				<input type="checkbox"/>
MEETINGS			MEETINGS			MEETINGS		
<input type="checkbox"/>				<input type="checkbox"/>				<input type="checkbox"/>
<input type="checkbox"/>				<input type="checkbox"/>				<input type="checkbox"/>
<input type="checkbox"/>				<input type="checkbox"/>				<input type="checkbox"/>
▼ REMOTE LEARNING REMINDERS ▼			▼ REMOTE LEARNING REMINDERS ▼			▼ REMOTE LEARNING REMINDERS ▼		

Schedule time with your teacher; meet virtually with a peer; use independent time to catch up on missed work; organize your workstation and materials.





THURSDAY 26	FRIDAY 27	WEEKEND 28/29
<p>No Classes: Thanksgiving Break</p> <p>Thanksgiving</p>	<p>No Classes: Thanksgiving Break</p>	
<p>FUTURE PROJECTS, ASSIGNMENTS &amp; ACTIVITIES</p> <p>1.</p> <p>2.</p> <p>3.</p> <p>4.</p> <p>5.</p>	<p>FUTURE PROJECTS, ASSIGNMENTS &amp; ACTIVITIES</p> <p>1.</p> <p>2.</p> <p>3.</p> <p>4.</p> <p>5.</p>	<p>FUTURE PROJECTS, ASSIGNMENTS &amp; ACTIVITIES</p> <p>1.</p> <p>2.</p> <p>3.</p> <p>4.</p> <p>5.</p>
<p>NOTES</p>	<p>NOTES</p>	<p>NOTES</p>
<p>▼ REMOTE LEARNING REMINDERS ▼</p>		





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SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
29	30 Classes Resume	1	2	3	4	5
6	7 Monthly Community Chat	8	9	10 Hanukkah Begins	11	12
13	14	15 Midterm Assessments During Classes	16 Midterm Assessments During Classes	17 Midterm Assessments During Classes	18 End of Marking Period II Midterm Assessments During Classes	19
20	21 No Classes: Winter Break	22 No Classes: Winter Break	23 No Classes: Winter Break	24 No Classes: Winter Break	25 No Classes: Winter Break Christmas	26 No Classes: Winter Break Kwanzaa Begins
27	28 No Classes: Winter Break	29 No Classes: Winter Break	30 No Classes: Winter Break	31 No Classes: Winter Break	1 No Classes: Winter Break New Year's Day	2

LONG TERM PROJECTS & PLANS

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DECEMBER  
**2020**

MONDAY 21	TUESDAY 22	WEDNESDAY 23
No Classes: Winter Break	No Classes: Winter Break	No Classes: Winter Break
FUTURE PROJECTS, ASSIGNMENTS & ACTIVITIES	FUTURE PROJECTS, ASSIGNMENTS & ACTIVITIES	FUTURE PROJECTS, ASSIGNMENTS & ACTIVITIES
1.	1.	1.
2.	2.	2.
3.	3.	3.
4.	4.	4.
5.	5.	5.
NOTES	NOTES	NOTES
▼ REMOTE LEARNING REMINDERS ▼		

Schedule time with your teacher; meet virtually with a peer; use independent time to catch up on missed work; organize your workstation and materials.

THURSDAY 24	FRIDAY 25	WEEKEND 26/27
<p>No Classes: Winter Break</p>	<p>No Classes: Winter Break</p> <p>Christmas</p>	<p>No Classes: Winter Break</p> <p>Kwanzaa</p>
<p>FUTURE PROJECTS, ASSIGNMENTS &amp; ACTIVITIES</p>	<p>FUTURE PROJECTS, ASSIGNMENTS &amp; ACTIVITIES</p>	<p>FUTURE PROJECTS, ASSIGNMENTS &amp; ACTIVITIES</p>
<p>1.</p>	<p>1.</p>	<p>1.</p>
<p>2.</p>	<p>2.</p>	<p>2.</p>
<p>3.</p>	<p>3.</p>	<p>3.</p>
<p>4.</p>	<p>4.</p>	<p>4.</p>
<p>5.</p>	<p>5.</p>	<p>5.</p>
<p>NOTES</p>	<p>NOTES</p>	<p>NOTES</p>
<p>▼ REMOTE LEARNING REMINDERS ▼</p>		

DECEMBER  
**2020**

MONDAY 28	TUESDAY 29	WEDNESDAY 30
No Classes: Winter Break	No Classes: Winter Break	No Classes: Winter Break
FUTURE PROJECTS, ASSIGNMENTS & ACTIVITIES 1. 2. 3. 4. 5.	FUTURE PROJECTS, ASSIGNMENTS & ACTIVITIES 1. 2. 3. 4. 5.	FUTURE PROJECTS, ASSIGNMENTS & ACTIVITIES 1. 2. 3. 4. 5.
NOTES	NOTES	NOTES
▼ REMOTE LEARNING REMINDERS ▼		

Schedule time with your teacher; meet virtually with a peer; use independent time to catch up on missed work; organize your workstation and materials.

THURSDAY 31	FRIDAY 1	WEEKEND 2
<p>No Classes: Winter Break</p>	<p>No Classes: Winter Break</p> <p>New Year's Day</p>	
<p>FUTURE PROJECTS, ASSIGNMENTS &amp; ACTIVITIES</p>	<p>FUTURE PROJECTS, ASSIGNMENTS &amp; ACTIVITIES</p>	<p>FUTURE PROJECTS, ASSIGNMENTS &amp; ACTIVITIES</p>
1.	1.	1.
2.	2.	2.
3.	3.	3.
4.	4.	4.
5.	5.	5.
NOTES	NOTES	NOTES
<p>▼ REMOTE LEARNING REMINDERS ▼</p>		



NOTES:

A series of horizontal dotted lines for writing notes, spanning the width of the page.

JANUARY  
**2021**

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
27	28 No Classes: Winter Break	29 No Classes: Winter Break	30 No Classes: Winter Break	31 No Classes: Winter Break	1 No Classes: Winter Break New Year's Day	2
3	4 Classes Resume	5	6	7	8	9
10	11	12	13	14	15	16
17	18 No Classes: Martin Luther King Jr. Day	19	20	21	22	23
24 ..... 31	25	26	27	28	29	30

LONG TERM PROJECTS & PLANS

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