

	NAP TIME	PLAN TIME
MONDAY	Anecdotal notes Review lesson plans	Refresh art supplies Prep for activities
TUESDAY	Write newsletter draft Anecdotal notes	Swap out books Tidy desk area Charge orange Yoto
WEDNESDAY	Proof newsletter Prepare post/print copies	Swap puzzles Charge purple Yoto
THURSDAY	Lesson plan for next week Anecdotal notes	Prep supplies for next week Charge blue Yoto
FRIDAY	Finish lesson plans Create weekly photo post Checklist for next week	Change centers: Science, Pretend, Blocks, Yoto Cards Clear and wipe down desk