

EPISODE 287

# Using The Daily Scorecard To Budget Time & Mental Energy



INSTRUCTIONAL  
LEADERSHIP SHOW



# Essential Question



How can I budget my time and mental energy using the Daily Scorecard?

# Always Too Much To Do

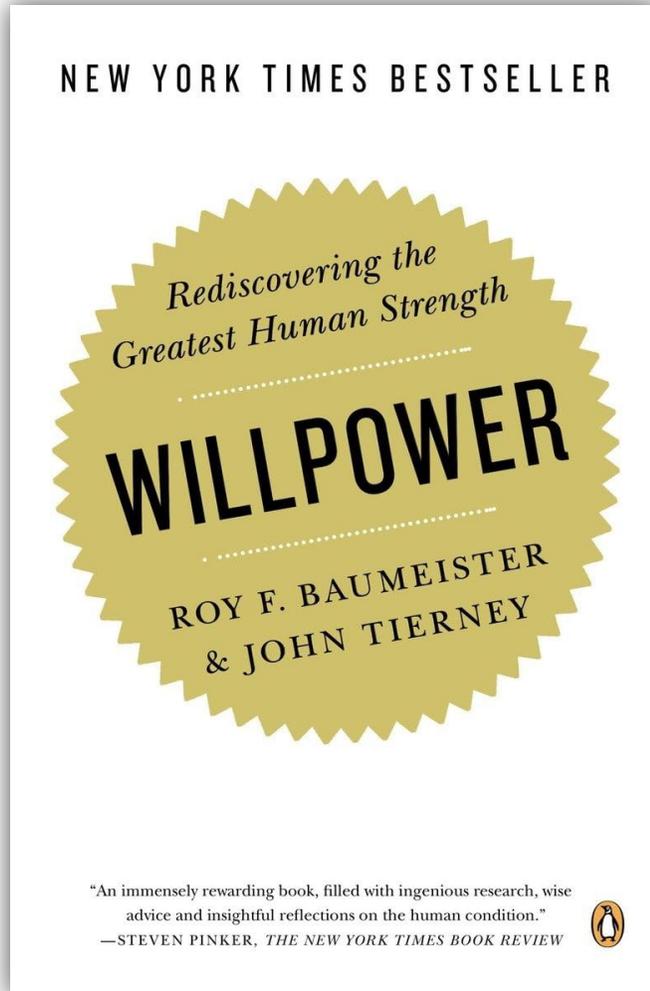


As leaders, we will always have more  
**tasks**  
than time and energy

# ILA Planner PDFs



# “Mental Energy” or “Willpower”



- A real, measurable construct
- Refilled each day with rest, food
- Depleted by effort & self-control
- Must be budgeted like time
- When exhausted, reduces work & decision quality
- Mindset matters



# Not All Work Is Equivalent



- IEP meeting vs. IEP meeting with advocate
- Positive teacher evaluation vs. negative teacher evaluation
- Strong recommendation letter vs. some concerns
- 1-page report vs. 1-page competitive grant application



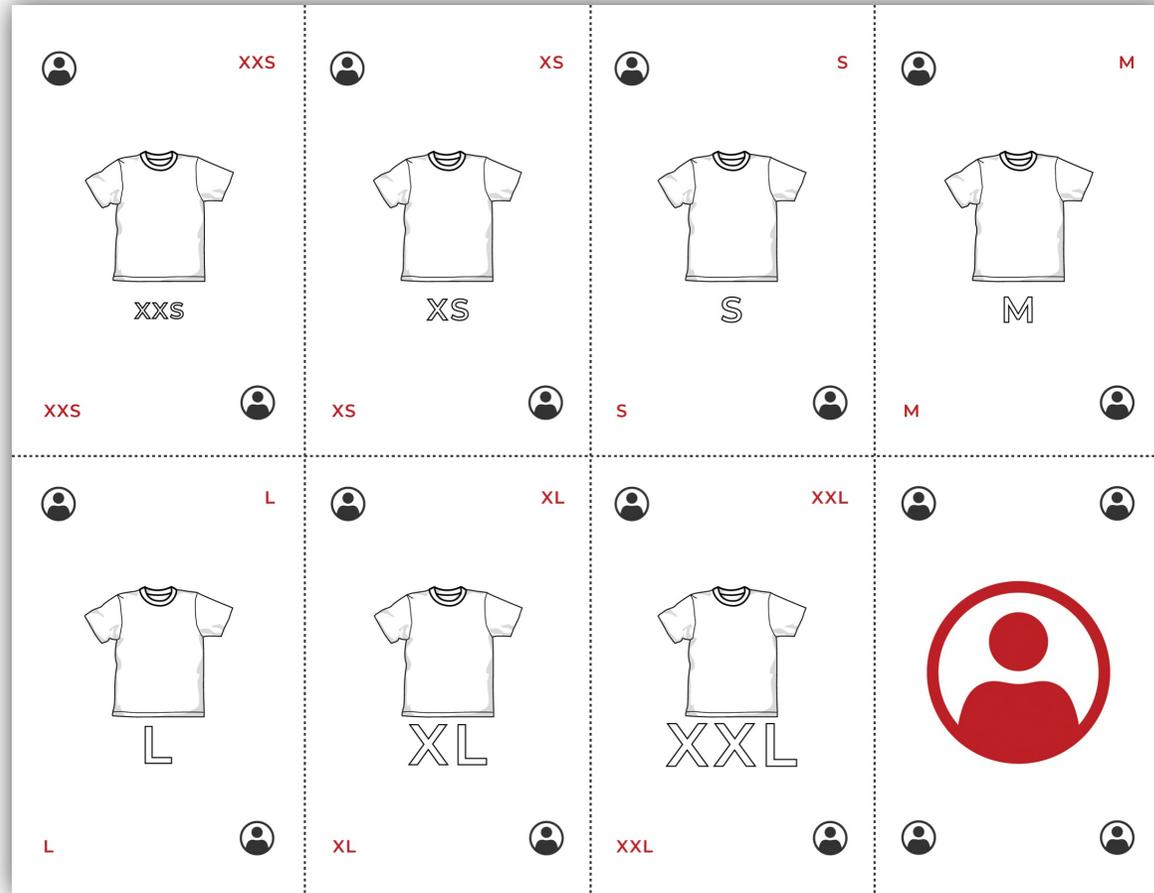


# Points

T-Shirt Size	Points
XXS	1
XS	2
S	3
M	5
L	8
XL	13
XXL	21



# Calibration Cards



[PrincipalCenter.com/Calibration-Cards](http://PrincipalCenter.com/Calibration-Cards)



# Scheduling Tips



- Balance the total workload for each day
- Ensure you hit key deadlines
- Identify challenging situations
- Do the most important work when fresh
- Save low-effort work for last

# Monthly Planners



The screenshot shows a website interface for "THE PRINCIPAL CENTER". The top navigation bar includes "All Programs" and "Customer Service". A central banner features a red circular logo with the text "INSTRUCTIONAL LEADERSHIP ASSOCIATION RESOURCES". Below the banner, the heading "Instructional Leadership Association Daily Planner" is displayed. Three cards are shown, each representing a monthly planner for 2025: January, February, and March. Each card includes a thumbnail image of the planner cover, the title "Instructional Leadership Association Planner", the month and year, and a "Download PDF" button.

[Dashboard.PrincipalCenter.com/resources](https://Dashboard.PrincipalCenter.com/resources)

