

A-32: Sample of activities divided into councils (committees)-Cindy Bader

Step ONE: Look at file from last year—don't waste time recreating the wheel—this will give time for YOUR creativity

Step TWO: WRITE a formal PLAN prior to beginning the individual tasks for each project. Measure TWICE, saw ONCE.

Council 1

Intro Rally:

- ◆ Chairs ordered-custodial request
- ◆ Music-burn CD
- ◆ Gifts for Court-approve money
- ◆ Order crowns-IMMEDIATELY!!!
- ◆ Script WRITTEN and approved
- ◆ Cake for Court afterwards in Rm. 109
Council to give HC Assembly info then
- ◆ Bulletin announcements/posters

SOM Brunch:

- ◆ In Room 109 or ???
- ◆ Theme
- ◆ Food
- ◆ Gift for students?
- ◆ Music to go with theme
- ◆ Alison will do invites
- ◆ Set up and clean up!!!

Spirit Week-Thursday

- ◆ Safe activity
- ◆ Coordinate it with dress-up day if possible ie: Baby day—do a baby food feeding contest
- ◆ Talk to Veronica to get participants
- ◆ Assign someone to take care of recording the winners
- ◆ Think clean-up if activity is messy
- ◆ All messy activities must be approved so a clean-up plan is important

Haunted House:

- ◆ Ask all councils to do two rooms each
- ◆ Your council does two rooms too
- ◆ First come first serve on room sign-up
- ◆ Your council:
 1. Gets candy donations
 2. Gets approval to use rooms in 100 hall or perhaps 300 hall depending on construction
 3. Does all advertisement for the project including but not limited to:
 - Informing elementary schools
 - 4. Calling radio stations
 - 5. Putting signs in store windows
 - 6. Calling the IJ
 - 7. Cleaning up after the councils in EACH room the night of the event. (Ask councils to do it too!)
 - 8. Thanking teachers whose room you use
 - 9. Thanking the stores that give you candy
 - 10. GET started on the donation letters and advertisement EARLY—ONE month minimum!!!!

All spirit week days need to be given to Claire ASAP so she can make posters, do bulletin announcements, and get flyers up in all the rooms!

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Council 2

Frosh Elections

Matt will know this stuff...

- ◆ Petitions out
- ◆ Speech Approval/Practice
- ◆ Ask custodians for chairs
- ◆ Posters up about election
- ◆ Plan for counting ballots (no need to use scantrons—adult must be present, however)
- ◆ People to man the tables at lunch during the voting
- ◆ Matt will call all candidates in to Room 109 OR will call them at home prior to announcing on the PA—as a courtesy to them

Senior Breakfast

- ◆ Do everything ahead of time-
- ◆ Ask for donations right away
- ◆ Pajamas as attire for this? Fun!!! However you MUST spell it out as far as appropriate PJ's
- ◆ Pajama contest
- ◆ Music
- ◆ Food
- ◆ Table decorations-balloons?
- ◆ Plastic ware-napkins-plates
- ◆ Set-up the night before for sure
- ◆ Clean-up crew big enough to do it fast
- ◆ Approve any cooking with cafeteria
- ◆ Invite senior teachers to wear PJ's and serve the food? Or administration? Or district office????

Spirit Week-Tuesday

- ◆ Safe activity
- ◆ Coordinate it with dress-up day if possible ie: Baby day—do a baby food feeding contest
- ◆ Talk to Veronica to get participants
- ◆ Assign someone to take care of recording the winners
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Bell Game Nite Rally

- ◆ Minute by minute plan/agenda-see me for form
- ◆ Music planned and reviewed with Felix
- ◆ Get all tapes from cheerleaders and dance group two days before
- ◆ Do a dressed rehearsal
- ◆ Make posters and stuff ahead of time
- ◆ Class competition- see my Spirit Day stuff
- ◆ Theme?
- ◆ Remember the rules of good sportsmanship—and that sticking to them might require a bit more creativity—but it's worth it to take the high road

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Council 3

Madd Assembly

- ◆ Read materials
- ◆ Decide on how to give it out
- ◆ Remind Mrs. Ishmael to write letter to staff and do seating.
- ◆ We DO have to do two assemblies—we need to talk about how this will work
- ◆ Your group will help set stuff up and tear it down, you may want to enlist the help of other groups
- ◆ Please do a follow-up survey on this assembly so we know whether to do these again
- ◆ Thanking teachers for coming and supervising their classes may be a good thing to do- Do it Right, Do it Big, Do it with Class---is that it?

Spirit Week-Wednesday/Powder Puff

- ◆ Get help from PE teachers/Bosque/etc
- ◆ Ask them to set-up field for you and be refs, etc.
- ◆ Ask admin for extra minutes added to lunch
- ◆ Do sign-ups and hand out guidelines and permission form
- ◆ BE SO STRICT AND SERIOUS WITH PLAYERS ABOUT THEIR BEHAVIOR DURING PRACTICE, AT SCHOOL, IN CLASS, ON THE FIELD—one poor move (that hit list comes to mind) and we could lose this forever—*I would be happy to tell them the dangers of this going away if you want me to*

Homecoming Dance

- ◆ Do a dance plan

- ◆ Ask Mr. Roscoe for help with teacher chaperones
- ◆ Theme
- ◆ Decorations
- ◆ Set-up DURING Homecoming game
- ◆ ORGANIZE decorating so everyone knows just what to do and it can be done in a couple of hours-
- ◆ Decorate only the foyer-no one notices anything else and they they destroy it anyway—it's our "policy" to do it this way—see me if you have questions
- ◆ Water----get lots
- ◆ Ticket sales—I have a GREAT idea I heard about selling those wrist bands as tickets (glittery ones) and getting the excitement going—see me with questions
- ◆ Clean-up- As part of community service hours—no free tickets
- ◆ Ticket sales at the door—see Mrs. Ishmael
- ◆ Water sales schedule
- ◆ Coat check?
- ◆ Purse check? Do we want to get stuck with that???? Let's discuss this again
- ◆ DJ-hire him right away
- ◆ Homecoming court entrance, crowning and etc.
- ◆ Flowers? Crowns—coordinate with Matt

Red Ribbon Week:

- ◆ Poster Contest?
- ◆ Grave stones?
- ◆ Play music by musicians who have died from drug/alcohol
- ◆ Work with TUPE folks to do stuff with tobacco
- ◆ Wear red day
- ◆ Red activities-Licorice eating contest etc
- ◆ Buttons or ribbons-check to get them free from county
- ◆ Facts each day in bulletin?

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- ◆ Speaker at lunch? I gave Rosie something interesting you might use?
- ◆ Write on fence by football field with styrofoam cups and then be sure to take it down (looks cool)
- ◆ Do anything/everything you can think of

Council 4

9-11

- ◆ Mrs. Stroeh re: National Anthem and Peace Song?
- ◆ Flags of the world with Peace written in all the languages
- ◆ Thoughts on non-violence
- ◆ Moment of silence at memorial and over PA?
- ◆ Peace Poster contest
- ◆ Peace Pledge
- ◆ Scripted thoughts, quotations
- ◆ Have a fire fighter—maybe that great guy from last year—come talk and honor them or the whole department?
- ◆ Honor police too—have Mr. Barbier or Public Relations guy from SRPD come accept our thanks--
- ◆ Diversity poem with candle lighting

Spirit Week-Friday

- ◆ Safe activity
- ◆ Coordinate it with dress-up day if possible ie: Baby day—do a baby food feeding contest
- ◆ Talk to Veronica to get participants
- ◆ Assign someone to take care of recording the winners
- ◆ Think clean-up if activity is messy
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Homecoming Parade:

- ◆ You have Mr. Barone's support in trying to get our elementary schools and others to participate—he said he'd call the principals. *Talk to him about this!!!*
- ◆ Do the paperwork you see in the file—permission form, insurance stuff, etc.
- ◆ Ask Mrs. Ishmael to get police escort/fire truck escort and parade permit for you
- ◆ Type line-up
- ◆ Someone be at parade to put vehicles in order (admin or I will help)
- ◆ Encourage all TL clubs to have cars or floats
- ◆ You might have them choose sweethearts to be in the parade? We could discuss this—ask me
- ◆ Give directions to float drivers about how they drive around one time and exit out the end of the field
- ◆ Other participants? Businesses-Banks, Rotary Clubs, Lion Clubs, etc???
- ◆ *GET YOUR PAPERWORK OUT IMMEDIATELY!!!*

Staff Appreciation

- ◆ This can be anything you decide. Food goes over really well. Talk to Margot and Mark about your ideas and get help from them
- ◆ Whatever you do—spell everything correctly that you give to the teachers (or anyone else for that matter!)

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- ◆ Always inform the teachers and the cafeteria in advance if you are doing any kind of food—then they won't make so many lunches or brunch food
- ◆ Set-up and Clean-up is important. If you do a brunch, you can clean during 4th
- ◆ Try to get donations if possible—this means you need to ask early
- ◆ MC needs to be talented on the Mic-use strengths, but be sure the strength is super STONG with this rally
- ◆ MC should have filler plans incase there is a glitch in anything-a fun joke, an announcement, a cheer—but plan this
- ◆ Perhaps you'd want to recognize the new staff at TL during the rally? This is nice to bring staff into it. Goodie bags and a round of applause, or short bios on all new staff-include administration

Council 5

Homecoming Assembly

- ◆ Keep a tight reign on the skits
- ◆ Approve everything as if your grandmother were going to be in the audience
- ◆ Hold the court to your dates and don't cave in—
- ◆ WARN them early and often about upcoming deadlines—NAG them
- ◆ Plan the rally minute by minute
- ◆ Do decorations early
- ◆ Get all tapes/CD's about three days before and have Felix check them
- ◆ Have a dressed rehearsal and tell them early and warn them often—that NAG thing again
- ◆ ALL of you support one another in these deadlines and holding the line—warn the Leadership class and ask them to tell their friends
- ◆ Have Felix in their early on the day OF the rally to do a good sound check
- ◆ Mr. Sorenson-music when entering and for anything else—like the athletes' recognition time, etc.
- ◆ Mrs. Stroeh-re: National Anthem—have this for sure!
- ◆ Will you introduce the court, have them walk around the gym in formal attire and read their bios?
- ◆ MC for your rally needs to KNOW the script and have good notes as well (not memorized-just know it)
- ◆ Inform everyone that they will NOT get out of class early to do anything unless THEIR advisor/coach/teacher does the student study list. You don't need them in your way in the gym during set-up and if they're not ready by then, they never will be.
- ◆ Changing into outfits and etc. should be taken into consideration
- ◆ Decorations done early
- ◆ Set-up ORGANIZED so we can FOR SURE get it all done without screaming
- ◆ THANK the PE teachers—ask Mr. D. for permission to use the gym for set-up and so this EARLY
- ◆ Try to use music that goes with your theme
- ◆ NO dead air is the chant
- ◆ YOU guys will do a great job!

SOM Brunch:

- ◆ In Room 109 or ???
 - ◆ Theme
 - ◆ Food
 - ◆ Gift for students?
 - ◆ Music to go with theme
 - ◆ Alison will do invites
- Set up and clean up!!!

Breaking Down the Walls:

- ◆ Start NOW!!!

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- ◆ Get kids first-immediately
- ◆ Get staff second
- ◆ Concentrate on WHERE later—but get our gym as a back-up
- ◆ Food donations?
- ◆ Sean, you know the rest
- ◆ Think of a teacher air band song to go with theme and get that going-or ask me to
- ◆ Make decorations NOW
- ◆ Music for rally to go with theme
- ◆ Student talent-break dancers? Other talent? Ask around!

Council 6

Club Day

- ◆ Get info from Erica on number of tables and order them from custodians
- ◆ Make signs and posters and do bulletins
- ◆ Arrange for music
- ◆ Food sales like last year? Ask cafeteria and arrange for clean-up
- ◆ MVA's from Student of the Month last year and so far this year---the repeated kids—on our computer (when we find it)
- ◆ Ask Mr. Sorenson's band to play, Mrs. Stroeh's choir to perform or drama to do a skit?
- ◆ Get the agenda together ASAP and use the form to map out the agenda minute by minute-or do this in your spiral
- ◆ Have a back-stage manager
- ◆ PRACTICE/REHEARSAL with all people performing or MC-ing who don't have teachers/coaches
- ◆ Organize set-up within an inch of its life! Know what needs to be done and enlist help from other councils
- ◆ Have all supplies for set-up ahead of time, check for tape, helium, paper, scissors, etc.
- ◆ NO dead air—so plan stuff incase you have glitches

Spirit Week-Monday

- ◆ Start the week off with a good one!
- ◆ Safe activity
- ◆ Coordinate it with dress-up day if possible ie: Baby day—do a baby food feeding contest
- ◆ Talk to Veronica to get participants
- ◆ Assign someone to take care of recording the winners
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Renaissance Rally

- ◆ Begin work on this immediately
- ◆ Start advertising the .5 GPA improvement addition
- ◆ Get as many prizes as possible
- ◆ Write those donation letters with Max
- ◆ Make Scrolls NOW-Max has the list, let's make a copy and get started!
MEASURE the wall first and do them shorter this year
- ◆ Choose a theme
- ◆ We will change councils before this is a done deal, so you will not have to do anything beyond the above mentioned stuff—and what Sam needs upfront

Canned Food Drive

- ◆ Not much to do here as Sam will do most, but support him in finding boxes and putting advisory teacher's names and room numbers on them, and delivering them

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