Halftime Check List

___Arrange for preferred seating at game
___Make “reserved” signs, plan on balloons, crepe paper, etc for reserved seating area
___Assign one (or more) persons to show up at game early to reserve seats or get chairs
___If chairs—find out how to order them from SRHS
___Order Crowns, flowers, etc.
___Plan how King/Queen will be crowned (king at dance if any princes are football players!!)
___Buy all supplies required for crowning (flowers, etc.)
___Write script for emcee of crowning ceremony, include Grand Marshall introduction before court
___Special music? Anything else for crowning ceremony?? Plan how it will be done.
___Locate mic at football field (ask Ms. Ramsey) and instruct emcee
___Write out bios for entire court if you plan to say something about them
___Find out who won—make perfect plan so the RIGHT people get the right flowers, balloons, etc.
___Plan for clean-up after crowning ceremony—if anything will be left on field you need people to clean it
___Thank any businesses for donations, etc.
___Evaluate