



### Homecoming Skit Checklist

- \_\_\_ Write scripts your grandmother would approve of according to theme of homecoming (no reference or innuendos to: sex, drugs, alcohol, violence, suicide...etc. even if it's in the original movie or show you are depicting!)
- \_\_\_ Get scripts approved by Ms. Bader and admin prior to showing them to court
- \_\_\_ Retype contract for court to sign (with timeline)
- \_\_\_ Make note of timeline and collect/approve/check/etc. all items on timeline (except parade stuff)
- \_\_\_ Collect all contracts and keep in file
- \_\_\_ Instruct court verbally that NO changes are to be made to script
- \_\_\_ Make scripts personalized for everyone **or** leave out personalization (ie: talent like dancing or drumming— let the participants fit that in)
- \_\_\_ Set deadlines for audio CD's or tapes to be turned in. (Prior to rehearsal)
- \_\_\_ Set dressed rehearsal (stress DRESSED!!!) If not dressed, their skit may be thrown out!
- \_\_\_ Get location of dressed rehearsal (room 109 if need be)
- \_\_\_ Ask administrator to be present for dressed rehearsal WELL in ADVANCE and remind him/her day before
- \_\_\_ Student study trip list and call slips for all skit participants to prepare during the end of 4<sup>th</sup> period (not the whole period—there will be too many people in the gym and you'll go nuts!)
- \_\_\_ Backstage manager from rally should supervise the dressed rehearsal—hand out agendas, line students up
- \_\_\_ Make note of any changes to participants/costumes that will be required and enforce those changes—follow-up with court person
- \_\_\_ Rally council is responsible for staying AFTER the rally to clean the gym—during lunch!!! Get help from the Leadership class. (I will offer extra hours if need be!)
- \_\_\_ Rally council is responsible for returning all borrowed items to original owners/place of storage
- \_\_\_ Write thank you notes to appropriate people
- \_\_\_ Evaluate