

BANQUET 2017 LEGACY

SETUP FOR BANQUET INSTRUCTIONS:

Hello fellow officers, you will be staying after school to help for banquet setup! You will not be going home to get ready for banquet so make sure you bring everything you need including your outfit for banquet, makeup, hair curlers, etc. I have made an outline of how the setup process will work to make things go as fast as possible!!

- New Officers: you will be sweeping the stage.
- Grant & Cameron: you will make sure the stage is clear of clutter.
- Jake & Tech: will be setting up lights!
- Cameron: you will set up prop table in work shop out of way & post Gag Awards sheet on doors of workshop
- Grant: you will set up tables in auditorium. Spacing them accordingly.
- Cameron: you will make sure table cloths are on tables
- Shelby: I need trash cans (4)
- Syd: you will be in charge of the center pieces I have arranged in a specific order and fashion.
- Bryanna & Emily: you will be setting up the table wear (I will also tell you what I want)
- Kait: you will be putting together my cups to have for the tables!
- Grant: I need you to make sure all the trophies & chords are in the workshop on top of table.(I'll explain)
- Shelby: you will be in charge of the photo booth
- Cameron: I need the music to be hooked up and playing
- Grant: I want all drinks in the cooler of ice ASAP! I need them also organized for convenience.
- Syd & Emily: I need champagne glasses filled with champagne!!
- Grant & Cameron: you will be helping me do whatever I tell you to do.
- WHEN THE CATERERS get here, I need anyone that's not busy to help me organize the food table.

TIMELINE (estimated)

@ 6:00 Banquet will start

Grant & Cameron: you will open doors for people that walk in

Emily & Kait: you will welcome people at the door and collect their ticket. You will have sign in sheet.

Syd: Bryanna: welcome people to enjoy champagne as they walk in

Shelby: photos

@ 6:10 Welcoming remarks (Madison)

6:10-6:40 we will be eating

@6:40 year end review (Grant)

new Officers: push back tables

old officers: podium and award table

@7:00 welcoming parents (Mr. Meador)

@7:05 I will start the award ceremony*

@7:05 Inductions(Syd) Helped By Grant & Madison

@7:30 Oakcademy Awards (Mr.Prahl)

@8:00 i will announce senior speeches*

@8:00 senior speeches (Seniors)

@8:25 cameron introduces Gag Awards*

@8:30 Gag Awards (Seniors)

@9:15 I will announce Mrs.Peters*

@9:00 Officer positions (Mrs.Peters)

@9:15 Mrs.Peters will announce Shelby*

@9:20 Slide Show (Shelby)

@9:20 2017-2018 Season (Directors)

Banquet Legacy Info 2017

Food:

Bucca Di Beppo

936-321-6262

The Catering Director is Brittni

Decorations:

Hobby Lobby

Party City

Linens:
American RENT-ALL
281-651-6666

Programs/Tickets:
Mr.Raap

Gag Award rules:

1. Start senior groupchat, have one senior meeting to distribute people starting with underclassmen then seniors one by one leaving room for gift details.
2. Have one of the directors approve EVERY SINGLE Gag Award before continuing. Get one of the directors to approve each other's so that their own will still be a surprise.
3. After approving gifts and checking list to make sure people are attending, we edit list accordingly. There's no way we are doing Gag Awards for every single attendee.
4. By next rehearsal, you must have purchased gift(s),5 dollar maximum for your person you are in charge of, a skit involving multiple seniors to help is a MUST!
5. During rehearsals, make sure that all skits fill the audience members in on what happened. Scenes have to both inform AND entertain, otherwise not everybody will get the jokes.
6. Set up prop table in workshop out of way for Gag Awards and collect when seniors arrive.

Make a layout of your instructions in detail to promise a well organized banquet

Banquet Program Info and Names

Opening Remarks

Madison Sneddon

Year End Review

Grant Hernandez

-Award Ceremony-

Parent Welcome

Travis Meador (Mr. Meador)

New Thespian Inductions

Sydney Harper

Inductees

Sara Bell

Matt Brown

Alissa Boxleitner

Blake Burgoyne

Alyssa Crawford

Jake Duncan

Jillian Helberg
Megan Herzog
Juliette Hill
Camden Holland
Tyler James
Evan Loftin
Kirby Cabler
Tristen O'Farrell
Maiya Perez
Olivia Villafranco

OakCademy Awards & Honor Cords

Val Prah (Mr. Prah)
Brittni Peters (Mrs. Peters)
Travis Meador (Mr. Meador)

Senior Speeches

Seniors Class

Gag Gifts

Senior Class

New Officers Announcements

Brittni Peters

Incoming Officers

Sydney Harper
Emily Zimmerman
Bryanna Harris
Shelby Miller
Kait Spaide

Senior Slide Show

Shelby Miller

Closing Remarks

ORHS Theatre Directors

Honor Thespians

Brianna Ashton
Josh Bowman
Jonah Clifton
Cameron Delatte
Jacob Franklin
Grant Hernandez
Johanna Lennington
Sarah Mann
Marion Nece
Noelle Niemi
Melanie Ricks

Brendan Roth
Madison Sneddon
Tyler Webster
Colton Weidner