



Welcom e



We are so excited to host our 10th Annual Spin Out at the Rock! Spin Out is one of our *biggest* fundraisers of the year and is not possible without your help. This event is sponsored by *MAIN-The Mid-Atlantic Indoor Network*. We are currently scheduled to host 54 groups from Middle School groups to World Class groups and everything in between!

HUGE
shout out to our Chairs:
Heather and Patti

Chairs/Officer

Overall Chairs

Patti Loftus
Heather Palmer

Cafeteria

Talli Bishop
Heather Freed

Finances

Tracey Pereborow

Prepping Party

Nicole McLean

Props/Parking

Ben Heinzerling

Front of the House Manager

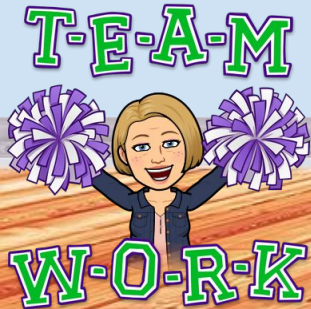
Patti Loftus

Volunteers

Joanna Vaughn

CleanUp

Nicole McLean



Map of
South

Important Information

Map of
Flow

- Wear Marching Band or CR South gear and sneakers
- Please PARK in the honors lot
- ALL volunteers must check in and out at the volunteer table located in the BACK side of the auditorium lobby
- Please be sure to return your lanyard at the end of your shift.

Every student and at least one adult per family must sign up for a minimum of 3 hours

Students- LINCS hours forms will be given to you when you sign out. It is YOUR responsibility to turn in the form. NO forms will be signed after the event.



Do NOT leave your position until your replacement shows!!!



Important Contacts

Co-Chairs:

Patti Loftus 215-651-8020

Heather Palmer 609-685-4522

Band President:

Beth Schondelmeyer

267-640-3975

Volunteers:

Joanna Vaughn 267-625-1433

Cafeteria:

Talli Bishop 908-295-7966

Props/Parking:

Ben Heinzerling 215-526-7691

Cashiers/Tickets/Finances

Tracey Pereborow 215-479-2625

Cell phone service in south is spotty so please be patient!



You will be the
first face our
guests see :)

Unit Check In

- You will be located on the **second floor outside the auditorium** doors
- Your main contact will be **Patti Loftus**
- Using provided lists, your job is to check in every team as they arrive
- You will: verify information, collect payments, assign staging areas and hand out wristbands

This is a good job for someone who is organized and detail oriented. You will be sitting for this job.



Volunteer Check In

- You will be located on the **first floor outside the BACK auditorium** doors
- Your main contact will be **Joanna Vaughn**
- Your job is to check in both PARENT and STUDENT volunteers
- You will be responsible for recording their start and end times

This is a good job for someone who is organized and detail oriented. You will be sitting for this job.



Props/Parkin

9

- You will be located in the back **HALLWAYS** by the **MAIN GYM** or in the front parking lot
- Your main contact will be **Ben Heinzerling**
- Your job is to check in teams and show them where to store their props and direct bus and equipment trucks in the front lots
- You will **ROTATE** between the jobs and have multiple breaks.

This job will require you to walk and stand for up to 90 minutes. Some part of your shift will be outside so dress for the weather.





Cafeteria

- You will be located in the **CAFETERIA** which is across from the main lobby of the school
- Your main contact will be **Talli Bishop** and **Heather Freed**.
- You will be assigned to one or more of the following: Serving food, preparing food, washing dishes, cleaning tables, stocking supplies, food runners, cash register (ADULTS only)

This job will require you to stand for long periods of time. You may be asked to lift or carry. ALL jobs involving food service require gloves.



Make our
judges feel
special!

Hospitality

Your job is located in the **FCS** (home ec) **ROOM**. It is located just off the lobby of the **main gym** area. The room number is

- Your main contact will be **Talli Bishop**
- Your job is to take care of the judges throughout the day
- You will set up, clear away and break down for breakfast, lunch and dinner
- It is important to keep food and drinks stocked and kept warm/cold throughout the day. Especially drinks!

This job will require you to stand and walk throughout the day. You may be asked to lift or carry. When you are working with food you will need to wear gloves.



Body Warm Up Monitor

- You will be located on the **second floor ATRIUM** which is outside the **LIBRARY**
- Your main contacts will be **Joanna Vaughn** and **Patti Loftus**
- Each group has an assigned time to enter the warm up area. Your **student helper** will be stationed at the door to let teams in and escort them out.
- You will be responsible for timing the teams.
- The timing for each team is based on their classification:
 - **MS, SN, IN, SRAA, SRA, IRA 7 minutes**
 - **IS, SAA, SA, IA = 8 minutes**
 - **SO, IO = 9 minutes**
 - **IW = 10 minutes**
- Time begins when the first person crosses the threshold. You may use a cell phone timer if you wish.
- At each minute mark, hold up the number signs. Some directors may not want each minute, just 1 minute remaining.

This is a good job for someone who needs to be seated to work.



Equipment Warm Up Monitor

- You will be located in the **AUX gym** which is on the second floor behind the main gym. Use one of the corner staircases by the gym to go to the second floor. Follow the track to the AUX gym.
- Your main contacts will be **Joanna Vaughn** and **Patti Loftus**
- Each group has an assigned time to enter the warm up area. Your **student helper** will be stationed at the door to let teams in and escort them out.
- The timing for each team is based on their classification:
 - **MS, SN, IN, SRAA, SRA, IRA 7 minutes**
 - **IS, SAA, SA, IA = 8 minutes**
 - **SO, IO = 9 minutes**
 - **IW = 10 minutes**
- Time begins when the first person crosses the threshold. You may use a cell phone timer if you wish.
- At each minute mark, hold up the number signs. Some directors may not want each minute, just 1 minute remaining.

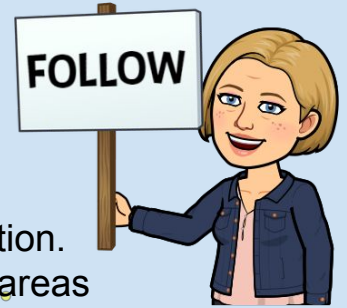


This is a good job for someone who needs to be seated to work.



Student Guides

- You will be located in one of these locations:
 - Atrium to Aux Gym (start at the EXIT of the atrium)
 - Main Gym to Auditorium (start at the EXIT of the gym near flag folding)
- Your main contact will be **Joanna Vaughn**
- You will use the handheld guide signs to walk teams through one part of the rotation.
- As you walk teams, chat with them as appropriate or remind them to be silent in areas above the gym. Of course, you should wish each team good luck when you arrive at their location.



This is a good job for someone who is friendly and is able to do a lot of walking.



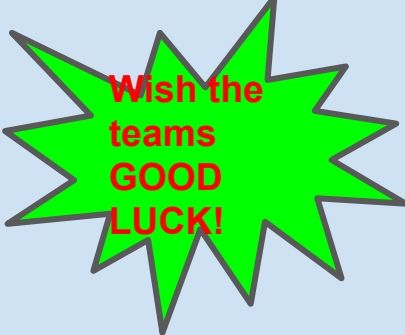
Floater

- You will be used to fill in for breaks or wherever extra hands are needed.
- Your main contact will be **Joanna Vaughn**

This is a good job for someone who goes with the flow and has no physical limitations. This is also good for volunteers who can't commit to full shifts.

I'm Flexible





Wish the
teams
**GOOD
LUCK!**

Performance Entrance

- You will be located by the back gym doors across from the **WRESTLING** room
- Your main contact will be **Joanna Vaughn or Ben Heinzerling**
- Your job will be to let teams enter the **holding area** beside the bleachers
- Teams must be absolutely silent
- Work in coordination with the line/time judge to tell teams when to enter the performance area
- Make sure the door remains closed during all performances
- Be sure to wish teams good luck as they take the floor

This is a good job for someone who can sit or stand for up to 60 minutes at a time. It is also a good job for someone who likes to watch the performances.



Team and Floor EXIT

- You will be located at the **far LEFT bleachers** of the **MAIN gym** (where the teams will be in the stands)
- Your main contact will be **Joanna Vaughn**
- Your job is to direct the teams **out of the gym to the WRESTLING room** to fold their floor
- NO PROPS can come this way
- You will need to be very vocal as teams finish because they are tired, rushed and will try to exit straight ahead. They **MUST FOLLOW YOU**



This is a good job for someone who can sit or stand for long periods of time. This is also a good job for someone who likes to watch the performances.



Prop EXIT

- You will be located at the **far LEFT doors** of the **MAIN gym** (as you are facing the entrances to the gym)
- Your main contact will be **Joanna Vaughn**
- Your job is to direct the **PROPS out of the gym to the LOBBY**
- ALL props go directly through the **OUTSIDE doors and EXIT the building.** Equipment trucks will be parked at the curb waiting to load
- NO FLOORS can come this way
- You will need to be very vocal as team finish because they are tired, rushed and will try to exit with the rest of the team. They **MUST FOLLOW YOU!**



This is a good job for someone who can sit or stand for long periods of time. This is also a good job for someone who likes to watch the performances.



Floor Folding

- You will be located in the **WRESTLING** room behind the **MAIN gym**
- Your main contact will be **Joanna Vaughn**
- Your job is to direct the teams to bring their floors into the wrestling room to **QUICKLY refold**
- **ABSOLUTELY NO CARTS or SHOES are allowed in this room**
- You will need to be very vocal about this rule. If adults do not follow the rule, contact **BenHeinzerling for immediate help** or Joanna Vaughn

This is a good job for someone who can sit for long periods of time. This is also a good job for someone who likes to watch the performances.



Spectator Entrance

- You will be located at the **far Right** doors of the **MAIN gym** (near the Spirit Baskets or PEP WEAR table)
- Your main contact will be **Joanna Vaughn or Heather Palmer**
- Your job is to allow SPECTATORS to enter the gym area. They must have a **RED wristband to enter. NO EXCEPTIONS!**
- Do **NOT** allow spectators to **enter or exit while teams are performing**
- After each team finishes, open the door and allow another group to enter/exit. When the MUSIC begins for the next team CLOSE the doors.
- The following are **NOT permitted** in the gym:
Food, Drink (bottles with lids are allowed but no cans), Flash Photography, Videos

If you see any of these **it is YOUR job to ask spectators to leave these items outside** or leave the bleachers to remove these items. If spectators do not comply, contact the LINE judge or Joanna Vaughn



This is a good job for someone who can sit or stand for long periods of time. This is also a good job for someone who likes to watch the performances.

To be successful at this job you will need to be both friendly and a bit authoritative.





Team

Entrance

- You will be located at the **MIDDLE** doors of the **MAIN gym** (near the closed snack shack)
- Your main contact will be **Joanna Vaughn or Heather Palmer**
- Your job is to allow **TEAM** spectators to enter the gym area. They must have a **SILVER wristband** or be in **team costume/uniform**.
- **IMPORTANT-** be sure to work in coordination with the props team so students are not blocking props as they exit.
- **ABSOLUTELY NO SPECTATORS**
- Do **NOT** allow teams to **enter or exit while other teams are performing**
- **DO NOT ALLOW performers to cross the gym and sit with spectators**
- After each team finishes, open the door and allow another group to enter/exit. When the **MUSIC** begins for the next team **CLOSE** the doors.
- The following are **NOT permitted** in the gym:
Food, Drink(bottles with lids are ok but no cans), Flash Photography, Videos
If you see any of these it is **YOUR job to ask spectators to leave these items outside** or leave the bleachers to remove these items. If spectators do not comply, contact the **LINE judge** or **Joanna Vaughn**

This is a good job for someone who can sit or stand for long periods of time. This is also a good job for someone who likes to watch the performances. **To be successful at this job you will need to be both friendly and a bit authoritative.**



Flag Rolling

- You will be located outside the **MAIN Gym** by the exit to the **FRONT** of the school
- Your main contact is **Joanna Vaughn or Heather Palmer**
- As teams exit the gym and/or floor folding, direct **ALL FLAGS**, rifles and sabres to be dumped by the unused **TICKET** booth to be re-rolled.
- Help teams if needed
- **IMPORTANT-** be sure that teams are not blocking the exit doors for the props. Try to keep all equipment within the taped off area.



This is a good job for someone who can do a lot of back and forth walking. You may be asked to lift or push for this job.



You MAY be asked to use your phone for Square Purchases

Tickets



TICKETS

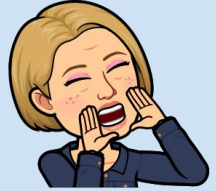
- You will be located in the **TICKET booth** outside the gym.
- Your main contact will be **Tracey Pereborow**
- PRICING for this event
 - \$15 per adult
 - \$12 for Seniors, Students or children under 3 free
 - ABSOLUTELY NO CHECKS**
 - NO \$100 bills. \$50 may be accepted if checked with marker**
- When cash box is full or you need change, contact **Tracey**
- **The cash box may NOT BE UNATTENDED for ANY reason**

This is a good job for someone who needs to sit. This job requires you to count money and make change. You will also need to be good at multitasking.



50/50

50/50



- You will be located in the **MAIN gym**. You may also sell tickets in the **CAFETERIA**
- Your main contact will be **Tracey Pereborow**
- Your job is to sell as many tickets as possible! There will be **TWO SEPARATE drawings**, one at each awards ceremony.
- You will need the roll of **tickets**, the 50/50 **buckets** and the **aprons**. See **Joanna Vaughn** for these supplies
- The tickets are sold as follows:
 - **6 tickets for \$5 or arm's length for \$10** (distance from fingertip to shoulder)
- The purchaser keeps one half of the numbered ticket and the other side goes in the bucket
- Please make sure people know- **YOU MUST BE PRESENT TO WIN**
- If you have too much cash or need change, contact Tracey. She will also be the one to organize the drawings.

This is a good job for someone who can easily walk up and down bleachers and walk between the gym and cafeteria. ***The ideal person for this job will be friendly, personable, funny and comfortable engaging with the spectators.***



You MAY be asked to use your phone for Square Purchases

Candy Grams



- You will be located at tables **BESIDE** the **TICKET** booth.
- Your main contact will be **Tracey Pereborow** or **Heather Palmer**
- **PRICING** for this event
\$2 each
NO \$100 or \$50 bills accepted
- Each purchaser should fill out a label and affix it to the candy of their choice
- **YOU** place the candy in the corresponding bag
- It is your job to follow the schedule and deliver all bags to the trophy table before each ceremony
- Keep candy stocked throughout the event. Please try to wipe down pens when possible
- There will also be a **raffle basket for EACH award ceremony**. Spectators provide money for **YOU** to place in labeled team slots. **15-20 minutes prior to the awards**, Tracey and Heather will count the money and announce the winner.
- When cash box is full or you need change, contact **Tracey**
- **The cash box may NOT BE LEFT UNATTENDED for ANY reason**

This is a good job for someone who needs to occasionally sit. This job requires you to count money and make change. You will also need to be good at multitasking.

