

Morning Set Up 7:45-8:30

Set up one side of gym by placing 8 chairs around tables. The student workers will bring out tables and chairs. Do not attempt to move stacks of chairs.

Check EVERY room to make sure there are trash bags in the trash cans. Extra trash bags can be found in the supply closet. Fold an extra bag over the edge of the can (under existing trash bag) for afternoon clean up.

Get out the green lost and found box from the A/V room. Take the green notebook, hand sanitizers and wipes from the box and set on tables around foyer.

Check with Joshua Rohrer for additional tasks.