Junior Olympics District Committee Meeting #5

April 1, 2013

**Attending**

Almond Marcia Chmyz, Alix Apfelberg, Rasha Dessouki, Kathleen Mitchell

Covington Julie Altinger, Kathleen Vitakis

Gardner Bullis Michelle Galbraith, Wendy Grant, Chris Conroy

Oak Beth Menden, Lynn Kondo

Loyola Tracy Vanoncini

Santa Rita Jackie Radcliffe, Anna Mollerstedt

Springer Wendy Sarathay, Christa Kidwell, Leslie Bossett

PE Specialist Pearl Garvin

**Scheduling**

The agenda included the updated calendar of events:

Relay Team Parent Coaching Clinic Wednesday, April 3 @ 6:30PM – MVHS

Permission Slips w/Medical Info due Wednesday, April 17

Student event selection closes Friday, April 19

1320 Timers Clinic (& Back-up Timers) Monday, April 22 @ 6PM – Blach

Opening Ceremonies Rehearsal Wednesday, April 24 @ 7P – MVHS

Set-up Friday, April 26 – Time TBD

Wrap-up Lunch TBD (mid-May)

**Collections: Torchbearer Names**

Torchbearer names have been received and added to the program. The committee was asked to please double check that all names are spelled properly. Also, Wendy Grant will need parent email addresses and phonetic pronunciation for all flag and torch participants.

Each school is responsible for providing (2) back-up timers to be available if the electronic timing fails. Back-up timers need to be trained. Training will be offered during the 1320 Timers’ Clinic at Blach Junior High on Monday, April 22nd @ 6PM.

**Program Review**

Wendy Sarathay circulated the latest draft of the 2013 Program for review. It was suggested that a “thank you” be added for the music teachers and all parent volunteers. The map will be added when finalized. The Springer team is working to address discrepancies in some of the “meet records” information.

**Walkie-Talkies**

Marcia took down names of all committee members who wish to have use of a walkie-talkie during Junior Olympics.

**Guest Olympians**

No additional former Olympians have expressed an interest in participating in opening ceremonies. A public invitation has not been printed in the Town Crier or the Los Altos patch. Schools may extend the invitation via their school newsletters

**High School Volunteers**

Volunteer slots for track and field events are filling up. Security, programs, computers, etc. are slower to fill. Please add any identified volunteers to the spreadsheet.

**Back-Up Timers**

A reminder that each school must have (2) trained back-up timers present on the day of JO. Training will be held at Blach Jr. High on Monday, April 22 @ 6PM.

**Security**

Chris Conroy will be sending out a Google Doc so that each school can provide the names of set-up volunteers, names or vendors and special needs families who will need driveway access, and names of volunteers who will need field passes.

**Opening Ceremony**

A reminder that each school should have (2) opening ceremony coordinators to manage students, mascots, school banner, balloons, rally rags, etc. in the staging area and onto the field.

**Equipment**

The Oak team is working to generate an “equipment map” to facilitate the drop-off and placement of equipment for set-up.

**Event Selection**

The database is up and ready. All schools should have access. Please send twin information to Kathleen Vitakis (vitakis@pacbell.net). Event selection closes on Friday, April 19th.

**Signs**

There were additional signs requested for the food booths – “No Bills Larger than $20”, and for the announcers’ booth “Live Microphone – Quiet Please”.

**Food**

Tracy will post the volunteer schedule for each school.

**Publicity**

Pearl Garvin has been interviewed and an article will be published in the Town Crier.

**Permission Slips**

Permission slips should have gone home, and are due back by the end of the week. Necessary copies are due to the district nurse by April 17th.

**Mascot Mania**

A reminder that Mascot Mania will be held at 1:30PM in the center of the track. All mascots need to report to the athletes’ entrance by 1:15PM.