

VOLUNTEER SCHEDULE

January 28, 2012

Rodriguez High School, Fairfield-Suisun USD
5000 Red Top Road, Fairfield, CA 94534

11.7.11

General Time	Description	Location
8:30 AM - 8:35 AM	Volunteer Registration Morning Refreshments Provided _____	Cafeteria/MPR
8:35 AM - 9:40 AM	Volunteer Orientation _____	Cafeteria/MPR
9:40 AM - 9:45 AM	Report to Assigned Room	
9:45 AM - 9:50 AM	Inspect & Prepare Rooms for Competition	
9:50 AM - 9:55 AM	Prepare for Decathletes	
10:00 AM - 12:25 PM	Conduct Testing [Speech & Interview ~ 2 sessions]	
12:25 PM - 12:30 PM	Collect and Deliver Test Materials to Test Center _____	Staff Lounge (Bldg. B)
12:30 PM - 1:15 PM	Volunteer Luncheon _____	Cafeteria/MPR
1:15 PM - 1:20 PM	Pick up Test Materials from Test Center & Report to Assigned Room _____	Staff Lounge (Bldg. B)
1:20 PM - 1:25 PM	Inspect Room & Prepare for Decathletes	
1:30 PM - 3:55 PM	Conduct Testing [Speech & Interview ~ 2 sessions]	
3:55 PM - 4:00 PM	Collect & Deliver Test Materials to Test Center _____	Staff Lounge (Bldg. B)
4:00 PM - 4:15 PM	Volunteer Check-Out _____	TBA

VOLUNTEER PARKING

Volunteers should park in school's front parking lot.

Volunteer registration, orientation and luncheon will take place in the Cafeteria/MPR.