



Welcome to the 2023 Rockford Christian Science Olympiad Invitational!! Speaking for an **amazing** group of volunteers, we are excited you are joining us today as your students participate and learn about Science Olympiad. Thank you in advance for your part in making this a positive experience for everyone involved. Please make note of the following information.

1. **Maps/Parking:** Maps of the building are color coded defining each area of the building. There are also color coded signs that will lead participants to their appropriate rooms. There are maps included in your team packet and will also be on screens in the halls. Anyone with an “Ask Me” badge and/or volunteer shirt will be able to help you. Bus parking is located on the South end of parking lot behind the PARC building.
2. **Concessions:** Concessions are available in the high school commons. Lunch/snack items will be served at reasonable prices. The menus and prices are included in your team packet. If you have questions regarding concessions, please contact Tiggi Sorenson at (815) 289-0475. Please let us know if you will not be using our concessions, we will stock less.
3. **Homeroms:** Homeroms have been provided for each school. Please remind your students that RCS teachers have generously provided their rooms for this event and have to teach in these rooms on Monday. You may eat in the rooms; however, please instruct students to clean up after themselves. A black garbage bag and paper towels have been provided for you. Please place full garbage bags outside the door and it will be picked up. If you need more garbage bags please ask in the Hospitality Room or Registration Area.
4. **Hospitality Room:** There is a Hospitality Room conveniently located between the 100 and 200 hallways in the **Library**. This room is for Judges, Coaches, and Rockford Christian volunteers who help with the Invitational. Please help the Greeters in this room by showing your name tag. Folks are welcome to grade tests, eat, and take a break as they enjoy some amazing food and fellowship!
5. **RCS Public WIFI:** Password = wirelessconnect
6. **Teams/Room#/Contact information:** A list of all teams and contact information was provided before the invitational. Please find a hard copy enclosed in your team packet.
7. **Permission Slips and Team Rosters:** Rockford Christian will be collecting permission slips, photo releases and Varsity and JV rosters for each team at registration; however we will not be collecting medical forms. It would be prudent if you have one for each participant.

8. ISO is using a new volunteer sign-up. The following link for coaches and adult volunteers working at the invitational. Please use this link to sign-up.

[https://illinoisolympiad.ivolunteer.com/rockfordchristianms\\_2023](https://illinoisolympiad.ivolunteer.com/rockfordchristianms_2023)

9. **Self-Scheduling:** Self Scheduling begins 4:00 pm Wednesday, January 9, 2023 at noon and closes 4:00 pm Wednesday, January 18, 2023. We are using the Avogadro scoring system and your last years user name and password will work. If you are not in the system, go to Avogadro - type in <https://avogadro.ws> and sign up. It would be prudent to see if you can login to Avogadro. If you cannot, please let me know asap!
10. **Impounds:** Rollar Coaster, Storm the Castle and Wheeled Vehicle impounds will take place from 7:15-7:55 am at the location of the event.
11. **Schedules:** Schedules should be posted on the hall screens. If you need additional color coded schedules, please find them at the Registration/Information table in the Main Commons.
12. **Building Event Schedule Changes:** Building event schedule changes can be done at the build event site. We will do our best to accommodate changes. Your patience is greatly appreciated.
13. **Last minute schedule changes** for the Invitational will be posted on the screens and will be made available at the Registration/Information table in Main Commons.
14. **Videotaping:** There were some questions in prior years about videotaping of events. ISO policy allows for intermittent videotaping of event areas; however, no one is allowed to constantly videotape an entire event.
15. **Forget something?** Please ask at the Registration/Information table and we will do our best to assist you.
16. **Janitorial needs:** If a spill or another janitorial concern arises, please use the room phone and dial #148. Our staff will answer and send someone to help you ASAP.
17. **Other contact information:**

Scheduling	Larry Simmert	<a href="mailto:larry.simmert@rockfordchristian.org">larry.simmert@rockfordchristian.org</a>
Hospitality/Concessions	Tiggi Sorenson	(815) 289-0425
Events	Jennifer Downey	<a href="mailto:jennifer.downey@rockfordchristian.org">jennifer.downey@rockfordchristian.org</a>
	Mike Manke	<a href="mailto:mike.manke@rockfordchristian.org">mike.manke@rockfordchristian.org</a>
General, etc.	Mike Manke	<a href="mailto:mike.manke@rockfordchristian.org">mike.manke@rockfordchristian.org</a>
Volunteers	Tiggi Sorenson	(815) 289-0425
	Angela Kneller	<a href="mailto:akneller527@gmail.com">akneller527@gmail.com</a>

18. **Arbitration:** If you have need for this service please come to the Hospitality Room and ask for an arbitrator.
19. **Clean up:** Cleanup should begin as soon as your team has completed their last event. Please pick up trash off the floors in the rooms and put the provided trash bags outside the classroom door. If there are chairs and tables in your room, please place the chairs on top of the tables. Please have one of our volunteers check out your homeroom. **PLEASE NOTE: Rooms will be cleaned during the Award's Ceremony and no longer available. Please take everything with you before the Ceremony. Lost and found items will be returned to the registration table.**
20. We ask that you begin to make your way to the gym for the Awards Ceremony by 4:15 pm.
21. **Awards:** Our goal is to recognize those who finished in the top seven for varsity and top six for JV. We understand that many of you have to travel distances; therefore, we will try to move the ceremony along as quickly as possible.
22. **Kindly place coaches' name badges and team room sign in your team folder and return to the Information Table at the end of the day.**

Again we are thankful you chose to visit us today. Enjoy you day! We hope to see a lot of High-Fives today!

Blessings,

Mike Manke

Sally Bradley

Jennifer Downey

Larry Simmert