**Sample Event Agenda**

***from 2018 Blessings in a Backpack Day***

**“BLESSINGS IN A BACKPACK DAY”**

**Thursday, September 27, 2018**

**10:00 a.m. – 10:45 a.m.**

**AGENDA**

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| **Time** | **Description** |
| **9:45 a.m.** | **Press Check-in**  Check in at Press Table located near Front Gate Area on Raymond Avenue |
| **9:50 a.m.** | **Students assembled inside Auditorium**  **-** Grades Kinder and 1sts  - Girl and Boys Scouts (Grades Kinder through 5th)  - Cougar Patrol (Grades 4th & 5th only) |
| **9:55 a.m.** | **Mayor Arrives at Elementary School**  Reserved Parking at Main Parking on Raymond Avenue |
| **9:58 a.m.** | **Mayor meets Principal**  Mayor will be escorted to the Auditorium side entrance to meet Principal then seated |
| **10:00 a.m.** | **Welcome Mayor to “Blessing in A Backpack Day”**  **At Elementary School**  Principal |
| **10:05 a.m.** | **Blessings In A Backpack History At Elementary School**  Program Coordinators |
| **10:10 a.m.** | **Dance Team**  Special “Blessings in a Backpack Day” Selection |
| **10:15 a.m.** | **Mayor Speaks to students**  *The Mayor will talk to students about eating healthy and eating over the weekend then, coming to school ready to learn bright and early Monday morning. He will also talk to students about having good attendance and the importance of eating properly helps them to have healthy bodies and clear minds.* |
| **10:25 a.m.** | **Mayor distributes Blessings in a Backpack Snack Bags to students**  Students will line up at the front of the Auditorium to received their Blessings in a Backpack food/snack bag from Mayor |
| **10:40 a.m.** | **Thanks to “Blessings in a Backpack Day”**  Principal does acknowledgements and thank yous. |