\*NUMBER ESTIMATE = 80 GIRLS\*

Friday, October 12, 2012

12:30pm

* Arrive at St. Thomas
* Go to office
* Make sure closet with tables/chairs is unlocked in the PAC
* Make sure closet with sound controls/microphone is unlocked in the PAC
* Ask for specific instructions and how to use and return things
* Ask for Wi-Fi password (internet for registration, Spotify, emergencies, etc)
* DECORATE
  + Balloons
  + Banner
  + Picket fence & Flowers (Talk Garden)
  + Signs
  + Center pieces
  + KΘB Letters and covering
  + Photo booth
* COOK
  + We cooked breakfast for dinner at St. Mary’s
* SHOP
  + On site decorators
  + Others shopped for food on day of at Sam’s Club
  + SHOP St. Mary’s Pantry for plates/silverware/PB&J/etc

5:00pm

* Check-in!
* Need
  + Check in table
  + Pens
  + Retreat list/SIGN IN
  + AORs
  + Laptop(s) for registration
  + Phone box
  + SG List

6:00pm

* Daily Mass in Chapel
* Be preparing dinner (set up)
* Need
  + Fr. Kurtis gift & TY card, invite to dinner

7:00pm

* Small Groups make placemats
* Need
  + Placemat construction paper
  + Markers

7:20pm

* Breakfast for dinner
* Need
  + **Plates (80 – from St. Mary’s Pantry)**
  + **Cups**
  + **Knives**
  + **Forks**
  + Bacon
  + Napkins
  + Shredded cheese
  + Pancakes/waffles
  + Eggs
  + Ketchup
  + Fruit trays
  + Salsa
  + Butter
  + Syrup
  + Orange juice

7:45pm

* Explain Theme (ALYCE)
* Explain Rules

8:00pm

* Clean and prep for 1st talk
* Hand out booklets in the Talk Garden
* Prep SG leaders for the reflection time after talk (Get to Know You Games, if needed)

8:10pm

* “Here Comes the Son,” by Kathryn Whitaker
* Need
  + KΘB Shirt, TY card, flowers
  + Introduction for Kathryn
  + Pens

8:40pm

* Go out with SGs for reflection
* 10 min – personal reflection time
* 20-30 min – SG Leader facilitates discussion and her own icebreakers (if time)
* Preparing for PRAISE AND WORSHIP in Youth Room
  + Candles, Christmas Lights

9:20pm

* Break
* Girls get ready for P&W
* Bring booklet (contains DMC)

9:30pm

* Girls leave for P&W
* P&W, Divine Mercy Chaplet, with Kristine and Nan
* Need
  + Tshirts, TY cards, and flowers for K&N

10:00pm

* Late Night Snack/Body of Christ Game (Katie)
* Get in PJs afterward
* Need
  + Cookies
  + Icing
  + Spoons
* Explain SG Night Prayer for night, Adoration Sign Outs, and Lights Out
  + Adoration sign out list

10:30pm

* SG Reflections and Night Prayer
* Need
  + Adoration Sign Out

11:30pm

* LIGHTS OUT – NO EXCEPTIONS
* Girls NEED sleep, whether they believe you or not ;)

Saturday, October 13, 2012

7:45am

* Rise & Shine
* Pack
* Prepare breakfast
* Need
  + SMILE :)
  + Calm, but peppy wake-up music

8:15am

* Breakfast
* Need
  + Plates
  + Bowls
  + Spoons
  + Forks
  + Knives
  + Napkins
  + Cereal
  + Milk
  + Fruit trays
  + Yogurt
  + Muffins
  + Orange juice
* Debrief SG leaders about next activity
* Clean up afterward

9:00am

* SG Timeline Activity
* Give directions
* Need
  + Construction paper
  + Markers

9:40am

* Prep for 2nd talk

9:50am

* “Morning Star, So Strong and Bright,” by Katie Smith
* Need
  + TY card

10:20am

* SG Reflection on Mary

10:40am

* Break

10:50am

* Craft! (Sunflower Picture Frame)
* Explain thoroughly with examples for tables - perhaps examples made step by step
* Need
  + Example craft
  + Scissors
  + Glue
  + Popsicle sticks
  + Felt and paper for flower
  + Paper for backing
* Prep for Lunch

12:00pm

* Lunch
* Need
  + Plates
  + cups
  + Napkins
  + Bread
  + Turkey/ham/roast beef
  + Condiments
  + Cheese
  + Pb&J
  + Veggie trays

12:40pm

* Clean and prep for 3rd talk

12:50pm

* “You Are My Sunshine,” by Sarah Hayes
* Need
  + TY Card

1:20pm

* Personal Reflection (10 min)
* SG Discussion and Closing Activity and Present (40 min)
* Need
  + Booklets
  + Posterboard for SG Covenant
  + Markers

2:30pm

* Evals & Clean up!

3:00pm

* Closing Prayer!
* Send home

Afterward…

* Extra cleaning
* HOME!