

Date	Start	End	Group	Event Name	Location	Equipment	Setup Instructions	Contact Full Name	Created By	Last Modified
Mon 01/12/2015	6:30 pm	7:30 pm	Board of Education	Community Leaders Focus Group for Superintendent Search	O'Plaine - Auditorium	Wireless Microphone (OP gym/auditori um only)	For both of these meetings, we may need 2 wireless microphones.	Jeanne Love	Kim Lobitz	2015-01-12 07:43:12
Tue 01/13/2015	7:00 pm	8:00 pm	FBLA	FBLA General Meeting	O'Plaine - Auditorium Warren Township HS - O'Plaine	LCD Projector - O'Plaine Laptop - O'Plaine Podium Wireless Microphone (OP gym/auditori um only) Table(s) Please specify under misc options-set up notes Security Needed (Admin Use Only)	Two, 6' tables, set up in auditorium foyer Two, 6' tables with 6 chairs, set up at front of auditorium Podium, two hand-held microphones, computer and projector at front of auditorium Please ask security to unlock outside doors to auditorium at 6:15 p.m. ADDITIONAL SECURITY IS NOT NEEDED FOR THIS EVENT.		Kelly Wilkerson	2015-01-08 14:24:58

Date	Start	End	Group	Event Name	Location	Equipment	Setup Instructions	Contact Full Name	Created By	Last Modified
Wed 01/14/2015	6:30 pm	7:30 pm	Board of Education	Parents and Community Focus Group for Superintendent Search	O'Plaine - Auditorium	Wireless Microphone (OP gym/auditori um only)	For both of these meetings, we may need 2 wireless microphones.	Jeanne Love	Kim Lobitz	2015-01-12 07:43:40
Thu 01/29/2015	6:00 pm	9:00 pm	District 56	Spaulding School Dance Night	O'Plaine - Gymnasium	Wireless Microphone (OP gym/auditori um only) B & G Overtime Needed (Admin Use Only)	B & G Assigned is NOT needed. Bleachers need to be out for this event. No additional security is needed for this.		Kim Lobitz	2014-12-08 08:30:19