

## Roton Science Fair Plan 2011

Dan Scovel, Updated 2/2/11

**We have moved the date to Thursday, February 3 from Wednesday February 2 due to weather.**

### Overview

One-day affair of approximately 248 projects now on Thursday, February 3, 2011 in the Roton Middle school gym. (*Thursday was the snow day—the original schedule called for Wednesday, February 2.*) Deliver and set-up tables the day before, students set-up their projects during science classes that day, parents come see it from 5-7pm that evening, and then clear the gym that evening for regularly scheduled use the following day. The district-wide fair is a separate event that will be hosted by Roton this year in the gym the following week, M-T-W February 7-8-9.

### Detailed Agenda

*Wednesday, Feb 2: (was Tuesday)*

- Teddy with Norwalk Tents will deliver 35 eight-foot long rented tables by 1:45pm. They will be stacked in the glass hallway outside the gym. We can get more if we need them.
- At 1:45pm parents with strong backs will move the tables into the gym and set them up in rows. No school, so no event conflicts at the facility. I have been informed we will have building access. (*Scovel, Barbis, Konstantin, Vineyard, Thomson*)
- Chalk-mark the tables to accommodate 8 projects each.
- The table layout will be by grade and teacher per the plan (see separate file).

*Thursday, Feb 3: (was Wednesday)*

- The students will set-up their projects on the tables in the gym during their regularly-scheduled science classes that day.
- From 3-5pm qualifiers will be determined by the science teachers, and decorations and snacks and refreshments will be set-up by parent volunteers.
  - Set-up a table for snacks and refreshments, including napkins, cups and a garbage can. Cookies, bottled water, de-caf coffee, leaded coffee, donut holes, pizza, sushi, scotch, gin, vodka, ect. . .
  - Set-up an entry/information table for welcoming hosts and hostesses.
  - Scovel has a handout flyer for attendees including a map of the gym layout for the event.
  - Post teacher and grade signs for table rows.
  - Boom box for background music. (*Lisa Thomson*)
  - Two dozen folding chairs to be brought to the gym.
  - Roton science teachers to identify projects qualifying for the district fair. Teri Vineyard creating 50 qualifier flags for up-to as many potential qualifying projects for the District Fair (up from 30). All participants will receive a participation ribbon. We may want to post the names of the winners, or include them on a handout, or something—will have to be last minute due to timing . . .
  - Set-up Scovel's 38-minute looping Powerpoint slideshow of science trivia. Cart with computer and PowerPoint 2007 to be provided.
  - Equipment: tape, chalk, camera, paper, pens, markers, bunny suit? Smock?
- 5-7pm parents and community attend the event.
- 7pm tear-down
  - Students to remove displays beginning at 7:01pm. Leftover displays will be stacked by grade, teacher and room number in the gym. (*stack outside the gym, instead?*)
  - Tables folded and stacked back in the glass hallway outside the gym.

*Friday, Feb 4: (was Thursday)*

- Leftover projects find their way back to appropriate science teachers and classrooms for return to students.
- Teddy with Norwalk Tents retrieves his tables sometime during the day.

### ***Table Details***

The district science project application specifies displays no more than 100cm wide by 75cm deep, so let's call it 40-in by 30-in. Standard folding table sizes are 30-in wide by 4, 6, or 8-feet long. If we give each project its fully allowable space, then we can only fit two projects per 8-foot table (with a few inches of width to spare). However, 120 tables is too many to move and pay for. Standard display boards have a back panel 2-feet wide, with two folding side panels one-foot wide each. If we stand these up in a square fashion, the minimum space they will occupy is 2-feet wide by 1-foot deep. If we restrict each project to these dimensions, we can cram them back-to-back and fit six on 6-foot tables and eight on 8-foot tables. This would render a minimum potential table count of only 30, as long as we get all 8-footers.

Teddy with Norwalk Tent (203-852-0079) will rent us tables for \$x each (discounted from \$y, whatever size, however many days—and likes the fact we are avoiding a weekend). Rowayton Elementary and the RCA have worked with Teddy extensively in the past. Fairfield Tent and Party quoted \$y.

I propose we order 35 eight-foot tables for a total of \$245, with the thought that the extra five will be needed for larger projects and/or administrative logistics. This will minimize work and cost, and still accommodate a couple handfuls of oversized display projects. We could probably cram this into half the gym, but why bother? The tables will be packed, but let's at least make the aisles roomy (which will be more than fully appreciated when the projects are being set-up). We will also have room to be able to test and/or eyeball decoration and exhibit enhancements planned for the following week.