

Sugar Plum Faire – Lunch Grade 3

Chili, Bread, Hot & Tofu Dogs, Drinks

Overview

- Savory lunch foods and beverages are served in the back of the school.
 - Hot Dogs & Tofu Dogs are Grilled
 - Chili (Meat & Meatless) is warmed on Camp Stoves
 - Bread & Butter is served with Chili
 - Free water is available (orange sports cooler set up with cups for serve yourself)
 - Condiments - sauerkraut, ketchup, mustard, relish, butter – are available (2018 – already purchased)
 - It would be nice to have hot cider available outside.
- Grade 7 sells baked goods in the Grade 1 classroom.
- There is an eating area in Skinner Theater.
 - You are responsible for setting up
 - You are responsible for maintaining cleanliness throughout Faire
 - You are responsible for cleaning up
- Bright Water will reimburse parents who purchase food or supplies
 - Save your receipts!
 - Complete a green expense reimbursement form (pick up from front office)
 - Return it to the front office and wait for your check to arrive in the mail.
- Payment
 - Cash, Checks, “Plums” or Credit Card
 - Credit cards taken through square on ipad minis

At least 2 weeks before Faire:

Procure Bread –

- Make sure that the Festival Committee has secured a bread donation.
- Ask for 20 loaves of bread to be picked up the morning of the Faire (before 9 AM). (Previous years had recommended 30 loaves and this was too many by far).

Grill Maintenance

- BWWS has a big hot dog grill located in the covered part of the Archway
- Needs to be cleaned and prepared for service

Soup Makers –

- After the Thanksgiving holiday send email out to get folks to sign up for chili.
- Around 8 pots of chili are needed – please let the Festival Committee know if you would like us to put up a community sign up sheet.
- Ask for warm soup dropped off by 10.45 am with labeled pots – last name and meat or meatless.

Supplied by 3rd grade parents:

Coolers for food storage during the event

Equipment supplied by BWWS (you need to locate these items beforehand):

- 3 canopies (only used if it rained)
- Tables
- Cash box & change
- ipad minis with square readers
- Garbage/Recycle/Compost Cans
- Chalkboard and chalk for menu & prices
- Gas Grill & empty propane tank
- 3 Camp Stoves
- 4 ladles
- 2 Rubber Spatulas
- 4 Bread Boards
- 3 bread knives
- 1 Lighter
- 4 Grill tongs
- Laundry Basket to store extra bread
- Orange Sports Cooler for water
- Acrylic sign holders for menu, order here, pay here, pick-up here
- Propane for Grill and supplemental for camp stoves
- Order forms & pens
- 2 Baskets for Bread
- 4 coolers (1 for hot/tofu dogs and 3 for the drinks)
- Rags/dishcloths (for clean up)
- Old towels to insulate soup pots
- 10 bags of Ice for drink coolers & hot dogs before cooking
- Aprons
- Quart sized tubs with lids for end of day chili sales.
- Permanent marker for marking chili containers with contents and date
- 3 Green bottles of propane for camp stoves

Supplies to be purchased (school will purchase)

- 300 soup bowls (quality)
- 275 + hot dog boats
- 300 + napkins
- 300 + spoons
- 300 cups for water
- Food Service Gloves
- Quart Containers (5)
- Ketchup – 4, 14 oz
- Mustard – 2, 14 oz
- Relish – 1 big
- Sauerkraut – 1 big
- Hot Dogs – 220
- Tofu Dogs –50
- Buns – 36 - 8 packs
- Bottled water – 100
- Butter –200 pats

2016 FRIDAY SET UP DONE BY GROUPS OF STUDENTS TO ACCOMMODATE BASKETBALL PRACTICE

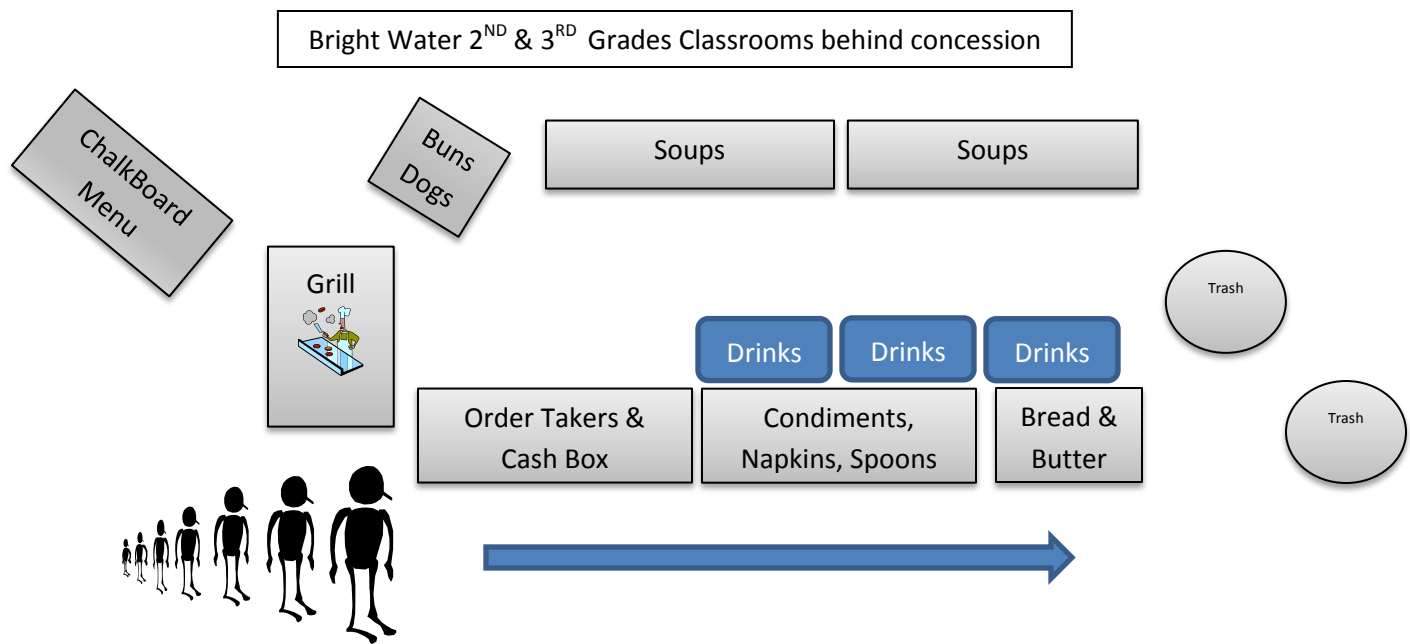
(check with front office to see if this is in the works again for 2018).

Friday Afternoon Moving Crew 4 -4 PM (Need 3 volunteers + 1 Lead (you or your counterpart)):

- Move 6 science tables from upstairs to Skinner Theater (THESE ARE REALLY HEAVY)
- Move All Tall Stools from upstairs Science Room to Skinner Theater and place around tables
- Move little tables and Chairs from Fireplace Room to Skinner
- Set up 8 tables from Skinner Closet to Skinner Perimeter for vendors
- Place 1 blue chair from Skinner per vendor tables
- Move Piano (unlock legs and it moves easily) to South side mid-point east/west (see picture)

- For outside concession, gather the following stored inside Skinner – ready to move outside in the morning:
 - From Outside storage shed
 - 3 canopies
 - Move orange sports container
 - From Woodwork Storage
 - small table/desk (to place orange water container)
 - 3 grills
 - Move BWWS paper goods from storage to Skinner
 - Have all condiments gathered (except for hot dogs/tofu dogs/butter/ice)
 - Move Grill from archway to playground.

Saturday Morning Set-Up 9-11 AM (Need 2 volunteers + Lead (you or your counterpart)):



- Set up canopies (if necessary due to rain), tables, grill, camp stoves, garbage/compost/recycle
- Move supplies to concession stand including coolers, paper suppliers, sodas, buns
- Roll out chalk board – write up menu and pricing on board
- Set out Acrylic sign holders for menu, order here, pay here, pick-up here
- Cut Bread and place in baskets; set out butter (we pre-cut the butter to make it easier to move the line along)
- Start Grilling dogs before 11:00 to get ready
- Receive Chili and keep warm
- Fill coolers with ice and cold items

Saturday Concession – 11 AM – 3 PM (4 volunteers non-peak, 6 volunteers + 2 kids at peak)

The concession begins quietly. Typically there is a nice hand off between the set up and the concession shift. Don't be fooled! It will pick up beginning at 11:30 peaking at noon – 2:00 with long lines and many mouths to feed. Several of the 3rd graders were a great help in communicating orders, obtaining drinks and helping the griller with buns/dogs. Best to have 2 people take orders and cash when the rush hits. The griller will need to be right by the orders coming in and listen to the demand for dogs so they can keep up. The soup fulfillers need to be listening to the orders so they can quickly turn them around to keep up with the griller. We suggest:

- 11 AM – 12 PM – (4 adults/ 1 kid total) 2 soup fulfillers, 1 griller, 1 order taker/cashier, 1 kid to help fulfill drinks/fulfill orders.
- 12 PM – 2 PM – (6 adults/ 1 kid total) 2 soup fulfillers, 1 griller + 1 kid to help set up hot dog boats and fulfill orders, 2 order takers/cashier, 2 kids to help fulfill drinks/fulfill orders, 1 lead to help wherever necessary
- 2 PM – 3 PM – (4 adults/ 1 kid total) 2 soup fulfillers, 1 griller, 1 order taker/cashier, 1 kid to help fulfill drinks/fulfill orders
- Use the kids!!! They had a great time and were a fantastic help.
- Staff up from 12 -2

Saturday Clean up – 2:30 PM – 3:30 PM (5 volunteers + Lead (you or your counterpart))

We suggest the folks at the concession during 2-3 PM start cleaning up as things slow down. By 2:30 it should be pretty quiet and selling quart size soup & bread should be occurring. Extra food can be donated to a local food bank. The more the merrier to help clean up.

- Deal with leftover food
- Wash empty soup pots and utensils
- Empty garbage into dumpster; return clean cans to bottom of stairwell
- Return to Skinner Theater
 - Chalk board
 - Tables
- Return to Science/Music Lab upstairs
 - Tall Stools
 - Science Tables
- Return to Fireplace Room
 - little tables and Chairs
- Return to Outside storage shed on playground
 - 3 canopies
 - Move orange sports container
- Return to Woodwork Storage
 - small table/desk (to place orange water container)
 - 3 grills
 - Paper goods
 - Have all condiments gathered (except for hot dogs/tofu dogs/butter/ice)
- Move Grill from archway to Skinner (they will go outside but not overnight)

Sugar Plum Café Menu

Hosted by 3rd Grade

Hot Dog or Tofu Dog - \$4

Chili w/Bread & Butter - \$4

WITH MEAT

WITHOUT MEAT

Bread & Butter - \$2

Beverages - \$2

After 2:30 PM:

Come back to take home CHILI! \$10 per Quart