

**Spaghetti Supper Committee Report form
(2008)**

Please make this a stand alone document so one does not have to cross reference reports
from past years

Committee Name: Sauce

Chair Names: Lisa Hale and Stephanie Shenton

Summary of responsibilities: We contacted a number of purveyors to donate items needed for sauce: Pastene, Goshen Hill Garlic Farm (the Sellew family from Carlisle), Trader Joes, and Augusta Market (Mary Bishop's family from Carlisle). We had to make sure the items were picked up, specifically arrange a time with Pastene. Contact Sue Robichard (Carlisle Kitchen Manager) to arrange storing and getting into kitchen to make sauce. Prepare the sauce the night before the spaghetti supper event.

Detailed Description of how we accomplished the above:

Time Line of Duties:

June: As early as possible contact Pastene for the majority of items. Elaine Vendetti is the contact person (781-830-8200, fax 781-830-8225). Call all other purveyors to secure items.

September: Be sure to line up person to go to Pastene to pick up donations (they will need a wagon or SUV, also a strong back). Be sure committee people are prepared to make the sauce the day before from about 2:00pm-8:30pm.

October: Pick up donations from Pastene a few days before hand. Pick up all other needed items, the weekend before except for the meat which needs to be picked up the day of sauce preparation.

Detailed Schedule of Duties Day before Event:

1. Pick up ground beef two hours prior to cooking time (required by the Board of Health).
2. Committee met in kitchen at 2pm to begin making sauce.
3. Make sauces.

Timeline:

- 1:30 Picked up meat
- 2:00 Meet in the kitchen
- 4:00 First batch of sauce was completed
- 6:30 Second batch was completed
- 7:45 Left kitchen, sauces cooled and stored

Suggestions:

1. Use as many hotel pans as possible, makes cooling process much faster
2. Cool first batch in pickle barrels, so that by the time you finish second batch it can cool quicker in the hotel pans (there is only a limited amount of these so save them for the second batch)
3. Do ice baths in kitchen sinks to hasten cooling process
4. Use food processor to chop veggies, garlic and fresh herbs
5. Bring vegetable peeler for carrots
6. Cook veggies and meat first on the stove
7. Then use stove for vegetarian sauce and huge kitchen kettle (vat) for meat sauce

Planned for 1,400 actually served 1,191

Purchasing requirements:

4 bottles dry red wine (we had ours donated by a committee member)

Baking soda

Salt and Pepper

Sugar (we never used it)

Fresh, basil, oregano and parsley

Dried basil, oregano and bay leaves

Donations: See procurement committee for full list

What Bombed: We were lucky this year, nothing.

What Went Well: This year Pastene donated 15 cases of ready made Marinara Sauce. It was in gallon bags instead of # 10 cans and it made the whole process much easier. We had 5 People in total on our committee and everyone brought a hat, apron, knives and a Cuisanart if they had one. The committee chairs brought food and drinks, it's a long shift that goes past the dinner hour. Susan Robichard supplied, pickle buckets and deep hotel pans for cooling and storing the sauce. The hotel pans were important, since you can't leave until all sauce is put away at a cooled temperature of 70 degrees.

Nuts and Bolts: Make sure to pick up the Pastene order a few days a head incase something is wrong with the order. Susan Robichard was really great about storing the items in the cafeteria kitchen, so didn't have to load and unload twice.

Purchasing Requirements: Most items were donated or paid for with gift certificates. A few items were purchased from Costco.

General Responsibilities of Sub- Committee Chairs

Sign the form provided by the Co-Chairs for items received by the Spaghetti Supper Committee. We had no such items.

Read through last year's reports. If more information is needed contact last year's sub committee for answers.

Contact committee members early to glean talents and interests. Do this prior to school getting out for the summer. Especially if there are some tasks that need accomplishing before school is back in session.

Keep an accurate and timely electronic report while you do your job. Do this on an on-going basis to streamline the process.

Set a date for the first sub-committee meeting in September, after the first meeting is called by the co-chairs.

Return any binder or past year's report to co-chairs at the wrap up meeting as well as one electronic and 2 hard copies of your sub-committee report.

Return the items received that are owned by the Spaghetti Supper Committee... make sure you get a receipt!

2008 Spaghetti Sauce Recipe

This is a very large recipe. It must be made in two batches. Split the ingredients in half and factor in the amount of time you will need for the sauce to simmer and cool before you can put it in the fridge.

Meat Sauce:

6 cups olive oil
50 pounds ground beef
10 cases #10 cans of Pastene crushed tomatoes (60 cans)
4 #10 cans of Pastene tomato paste
Water to reduce paste (approx. ¼ can)
12 pounds onions, finely chopped
4 to 6 cups minced garlic
10 pounds carrots (finely chopped)
2 large celery stalks
20 whole dried bay leaves
3 bottles red wine
1 cup salt or to taste
4 tsp. Baking soda (to remove acidity)
½ cup ground black pepper
½ cup dried basil
¼ cup dried oregano
2 bunch each fresh, basil, oregano and flat leaf parsley

Method for one batch:

1. Open half of tomato cans and pour in large vat and begin to simmer
2. Peel, onions, garlic and carrots
3. Use food processor to finely chop onions, carrots, celery, garlic and fresh herbs
4. Sauté onions, carrots, celery, garlic, ground beef and bay leaves in 3 cups of olive oil.

This should be done in two large kitchen pots. Once the beef has browned and the veggies are golden, add half the red wine gradually and let simmer for five minutes or until the liquid is absorbed.

5. Remove bay leaves
6. Add beef mixture to sauce in large vat
7. Add half the tomato paste and water to dilute (approx. ½ cup)
8. Add, salt, pepper, baking soda, fresh and dried spices. Mix well.
9. Let simmer for 45 minutes and the thermometer reads 160 degrees
10. Repeat for second batch.

* Pastene gave us bags of marinara sauce instead of # 10 cans of tomato products. We were given 15 cases (4 bags each) of sauce. So we adapted this recipe to reflect the change in donation.*

1
10 cases

Vegetarian Sauce

2 cases	#10 cans of Pastene meatless spaghetti sauce
10	onions finely chopped
2 pounds	carrots finely chopped
1	celery stalk finely chopped
1 bottle	dry red wine
1 cup	olive oil
1 handful	dried and fresh spices

Method:

1. Peel onions and garlic
2. Finely chop in food processor carrots and onions
3. heat olive oil in large kitchen pots and add chopped veggies
4. Once the veggies are golden, add wine gradually and simmer until most of liquid is absorbed
5. Add cans of tomatoes and simmer for 30 minutes.

July 7, 2008

Dear Adele,

Thank you for speaking to me today about a possible donation from the Pastene Companies for the Carlisle Schools 6th grade Spaghetti Supper. The fund raiser will be held in October. Every year this event attracts 1,600 people in the community and it is the largest fund raising event we have all year. A homemade spaghetti supper is prepared with the help of the 6th grade parents. The students wait on tables and sell tickets for the dinner.

In the past the Pastene Companies have been very generous and we were hoping you would continue your donations for this years cause. I hope you would consider donating the following:

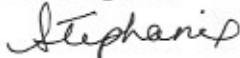
- 220 pounds of #7222 spaghetti
- 1 case of #10 cans of tomato paste
- 10 cases of #10 cans of crushed tomatoes
- 2 cases #10 cans of meatless spaghetti sauce
- 1 gallon of olive oil
- And if possible, 15 pounds of grated cheese.

Your generous support in the past has helped us keep our costs down so the majority of the funds can make there way to the public school. The funds help support many activities for the middle grade students such as scholarships, transportation to field trips and even the 7th grade play.

This year each donor will be recognized in many ways including a large mention in the local newspapers and on the brochures handed out for the event.

Again we have appreciated your support in the past and hope you would consider a donation this year as well.

Best regards,



Stephanie Shenton
978 287-4307
6th Grade Spaghetti Supper Committee
Carlisle Public School

September 8, 2008

Dear Elaine,

Thank you for speaking to me today about a possible donation from the Pastene Companies for the Carlisle Schools 6th grade Spaghetti Supper. The fund raiser will be held in October. Every year this event attracts 1,600 people in the community and it is the largest fund raising event we have all year. A homemade spaghetti supper is prepared with the help of the 6th grade parents. The students wait on tables and sell tickets for the dinner.

In the past the Pastene Companies have been very generous and we were hoping you would continue your donations for this years cause. I hope you would consider donating the following:

- 220 pounds of #7222 spaghetti
- 1 case of #10 cans of tomato paste
- 10 cases of #10 cans of crushed tomatoes
- 2 cases #10 cans of meatless spaghetti sauce
- 1 gallon of olive oil
- And if possible, 15 pounds of grated cheese.

Your generous support in the past has helped us keep our costs down so the majority of the funds can make there way to the public school. The funds help support many activities for the middle grade students such as scholarships, transportation to field trips and even the 7th grade play.

This year each donor will be recognized in many ways including a large mention in the local newspapers and on the brochures handed out for the event.

Again we have appreciated your support in the past and hope you would consider a donation this year as well.

Best regards,

Stephanie Shenton
978 287-4307
sshent@comcast.net
6th Grade Spaghetti Supper Committee
Carlisle Public School