

2012 Spaghetti Supper-Dessert Committee Report

Chair: Joy Bonenfant

*Responsibilities: Coordinate ordering dough and baking chocolate chip cookies with Sue Robichaud prior to the event and hand out cookies to student servers during the event.

*Timeline of Duties:

Early to mid-June: Contact Susan Robichaud, director of the school cafeteria, to introduce yourself and set a date to touch base with her in the fall. Because of allergy concerns, the school orders the dough from its vendor. For the last few years, Sue has preferred to bake the cookies herself the day before the event. The committee provides the parchment paper for the baking trays.

Gluten-free cookies dough is purchased at a local supermarket. If you contact Laurie Nardone at Immaculate Baking Company and tell her about the event she will mail you coupons for free packages of cookies. You will probably need 8-10 packages (a dozen in each). Grocery Stores don't stock a lot of these so I recommend once you get the coupons start buying a few packages at a time and putting them in your freezer so you'll have enough to give to Sue Robichaud for cooking. Laurie prefers email to the telephone laurie@immaculatebaking.com but if you need to reach her by phone call 781 928-2186. These cookies are also nut free and dairy free. We had several diners with dairy allergies that were pleased to be able to have a cookie. Donors didn't want to have

Mid-September: Check in with Sue to see if she'll need any assistance with baking and to confirm that the regular cookie dough is being ordered. This past year, Sue felt as though she could have used two volunteers from the Cookie Committee to help her with the baking the day before the event. The additional baking of the gluten free cookie dough added to her workload.

Sue had parchment - For 2014 remind her to order more
One week prior to event: Bring parchment paper and frozen gluten free cookie dough to Sue. Parchment paper is obtained from Procurement.

Day of the event: 1 or 2 volunteers help Sue bake cookies (8:30am)
Day of the event: One volunteer should be stationed directly in the middle of the food line to distribute cookies throughout the event. You could break the job into two shifts, the first starting at 4:30-6:30 and the second from 6:30-cleanup, although we only had one volunteer cover this job throughout the event. Since this committee was combined with the Salad Committee, the cookie handler could take breaks when needed with coverage from the Salad Committee members. Members of the Salad Committee also acted as runners for the Cookie Committee, bringing new trays of cookies from the storage room to the food line and taking away used trays, so that the handler did not have to leave the spot unattended. (Trays are kept in the storage room due to space limitations.) The cookie handler took each cookie off the tray in a beverage napkin and handed it

emailed her 9/9/13
9/20/13

emailed company contact email 10/1/13

Nov 2013

help from Salad running cookies in

Sue 2013
Bought b. Proctor/Emble
no longer give coupon

to each student server as they came through the food line. For sanitary and control reasons, the students do not take the cookies off the trays themselves.

The gluten/dairy free cookies are kept in the back, separate from the regular cookies. The gf/dairy cookies are served by the designated gluten free expeditors along with the rest of their meal.

It was suggested by Sue Robichaud that by purchasing additional tongs and using those going forward to serve the cookies it would be both cheaper and reduce waste.

Tongs & serving?

Use they purchased?

***Purchases/Amounts**

Sue had 1400 cookies baked based on prior year estimates. We gave out approximately 1100-1200 cookies on the night of the event. Extras can be served with lunch the following day.

You will need one beverage napkin per cookie – unless you decide to use tongs.

Sue needs approximately 100 sheets of parchment paper to bake the cookies. Check with Procurement on the amount left over from this year to see if it will cover next year's baking.

o Check w/ Sue Reg. what time she
Day Before 8:00 →