

# St. Charles Faculty Appreciation Hospitality

*There is no sincerer love than the love of good food.*

*-George Bernard Shaw*

Thank you so much for volunteering to lead your class in showing our faculty how much we appreciate them! Every other month, two classes will team up to provide a meal in the teachers' lounge. Our teachers look forward to these treats and are happy with anything that we put together. There are never any leftovers!

In the past classes have created a theme for the meal (Soup & Salad, Chinese, Salad Bar, Taco Bar, Sandwich spread, Quiches, Breakfast Parfaits, etc. etc.). The teacher appreciation leads organize sign ups for the class and families have joined efforts to provide dishes and drinks. You can invite the class to share their favorite homemade dishes or pool funds together to purchase pre-made food. As a parent in your class, you know what works best for your class - the choice is yours to lead the event in the best way that works for your class.

## **Logistics:**

1. Confirm the date and time with the PAC Hospitality Chair and with Mrs. Fran
2. Create a sign with the date and menu and post in the Teacher's lounge the week before the event
3. Confirm budget through your room parents. Each class collects \$5 per person at the beginning of the school year for these lunches. The class parent responsible for gifts will let you know what your class budget is. All other expenses are graciously covered by the class.
4. Plan and coordinate menu - be sure to give your class **at least** 2 weeks notice, but preferably more
5. There are 36 teachers to feed. We now have two vegetarians and a severe nut allergy so please plan for that.
6. If you are hosting a lunch, there are 3 lunch splits. 11:30-12:00, 6-8 aides eat before they go out for yard duty. Then the other teachers evenly split between 12:05-12:45, and 12:55-1:30. You may set up the food on the counter or center table in the staff lounge. Please aim to have everything set up by 11:30am, and have a plan for replenishment after 2nd group.
7. If you are hosting a breakfast - plan to set up by 7:50 and clean up by 11 so that there is room for lunch. If you set up on the counters and the food is shelf stable, it's fine to leave out and clean up before the end of the day.
8. If you are hosting a dinner - check times with Mrs. Fran.
9. There are paper plates, utensils, cups and napkins on hand in the PAC closet. Please contact Jennifer Ray with any PAC Closet questions.
10. The teachers will serve themselves and clean up after. Be sure to return after school to collect any serving containers and utensils, and to pack up and mark any leftovers and then leave them in the fridge.

Please contact the PAC Hospitality Chair (2018-2019 Jennifer Ray) with any questions.