

## **Church of St. Maurice**

### Religious Education/CCD 2012-2013

#### *Breakfast Guidelines*

##### Beverages Consumed 9/25/2011 (Example)

- 24 cups Regular coffee
- 10 cups Decaffeinated coffee
- ½ gallon Orange juice
- (2) ½ gallon Cranberry/Raspberry or Grape
- ½ gallon 1% Milk
- 1 pint Half-and-Half

Note: Beverages purchased by Mannings and reimbursed by Parish

##### Foods Consumed 9/25/2011 (Example only. Volunteers provide what you think appropriate.)

- 2 Banana Breads (10 slices each)
- 2 Apple Breads (10 slices each)
- 2 dozen Corn Muffins
- 1 dozen Oatmeal-Raisin Muffins
- 1 dozen Plain mini-bagels
- 5 Wheat mini-bagels
- 8 ounces Cream Cheese
- 1 stick Butter

Note: Foods purchased and prepared by Volunteers – to request reimbursement by the Parish, submit an original receipt (or a copy) with the items identified and the total amount to be reimbursed circled. Put the receipt in an envelope marked with your Parish envelope number and the name of the person to whom a check should be made out. Drop the envelope in the Sunday collection. If you have an EFT account through the Online Donations page of the website, your bank account can be credited directly.

1. Mannings arrive 8:00 a.m. to start the coffee.
2. Volunteers arrive 8:15 a.m. to lay out the foods.
3. Beverage table
  - Coffee cups, cold cups, bowls, napkins from cabinets on east side of storage room
  - Corn Flakes and Oat Cereal from left cabinet under counter on north side of storage room
  - Chilled beverages from refrigerator
  - Tea, sugar, and sweeteners from cabinets above hand washing sink near door
  - Spoons from third drawer under service counter, small plate from cabinet to the left of the double sink
4. If assisting with cleanup, return to the Parish Center after Mass and remain until 11:30.

#### Cleanup

- During class time, Parents please brush crumbs from tables, clean up spills, put chairs upside down on tables not being used, and sweep up crumbs.
- Also, Parents please take bags from trash cans in Hall and put in either dark green container behind the shed. (The bag in the kitchen will be removed in final cleanup.) Put new liners in trash cans.
- After Mass, Volunteers empty and rinse coffee pots, wash and dry plates and spoons, wash food service tables with bleach/water mixture. Clear any used paper goods. Take bag from trash can in kitchen to green container behind shed, reline trash can. Collect plastic and cardboard containers in blue bin. Empty bin into blue recycling container behind the shed at the Rectory.