

Hello Mitford Families,

Our second set of collaborative Conferences, are scheduled for Wednesday February 24th and Thursday February 25th. As has been our tradition for several years, parents have pooled together to provide our teachers and staff with a meal on these nights.

We are asking for volunteers to bring a meal, salad, or dessert to the school at the end of the school day on the date that works best with your schedule. If you are unable to provide a dish, we are also looking for someone to provide paper plates, plastic utensils and such. Buns and butter are also an easy, great option. There are 50+ staff so we are looking for the following items:

- 6 entree type dishes (this can be lasagne, chili, crockpot or one-pot specialties, at least one vegetarian dish is always appreciated, the options are unlimited.... surprise us!)
- 4 salads (green, pasta, Caesar, veggies & dip, etc)
- 4 desserts (lots of sweet options - brownies, cake, loaves, cookies, fruit tray)
- dinner rolls / butter, garlic bread, etc
- drinks/beverages
- paper plates, cutlery, napkins, plastic glasses

There is no expectation you spend hours preparing these dishes (although home-made is always appreciated, it's not required!). The grocery stores have some great pre-prepared options :) Knowing that we are all busy, please select an item that works with your available time and creative cooking talents. If possible, use a disposable container so you don't have to worry about going back the next day to retrieve it but judge yourself accordingly, and make sure you label your containers if you want them returned.

We also need a set-up crew of about 3 people (2:15 – 3:00) and another for clean-up (4:15-4:45).

Please ensure food is at the school (staff room) prior to 2:30pm so the staff can start eating at 3pm. We realize that this is during a work-day, so if you need to make arrangements to have someone drop off your contribution, please let us know and we can assist in making it work.

Please get back to us as soon as possible, preferably by Friday February 12 if you are able to help out. Let us know what you would like to contribute and whether you are available to assist with set-up or clean-up.

OR:

To make it easier for everyone to sign-up and/or confirm their item we have created an online schedule/menu. You can go to the schedule, see what is already on the menu and then add in your dish (with description if possible). You can also indicate if you are available for set-up / clean-up.

TO USE THE ONLINE SCHEDULE:

- Just click on this [link](#)
- type in your name in the food or job list you wish to volunteer for / provide a description of your dish if possible so that others can select something different
- Press Enter after typing in your name / item / contact information
- close the window when you are finished

As everyone is able to edit the schedule - please be cautious that you do not delete information already provided in the document.

If you are unable to sign-up online or if you have any questions please contact Rochelle or Judy by email at mitfordvolunteers@gmail.com.

Thank-you all in advance, the staff will be very appreciative of the meals. We look forward to hearing from you!

Your Mitford School Volunteer Coordinators
Rochelle Snively & Judy Heck