

Grandparents Day Itinerary

7:45 (or right after am carpool) - 8:45:

1. Set up AC. Should have 1 long table (for drinks), 2 high top tables (for eating/gathering), 3 round tables (for food).
2. Brew a pot of regular and decaf coffee. Set out on long table when ready. Use 2 drink dispensers from pantry. One for water, one for lemonade.
3. Skirt 3 round tables
4. I am bringing fruit around 8am. Prep it on platters.
5. Hi Nabor is delivering the order around 8:30am. Order is:
 - 400 finger sandwiches (on 8 trays)
 - 3 trays of cookies
 - 2 gallons of lemonade (there are 3 gallons left from last time, use first)
6. Combine 6 sandwich trays into 3. Take the other 2 sandwich trays and use smaller serving trays from the pantry to set out the rest of the sandwiches on the tables. One tray of cookies per table.
7. Plates, napkins, and cups are in the large bin in the pantry. Please let me know if anything needs to be refilled.
8. Clean up when you are done. Please have someone take home the tablecloths, wash them, and return to the church office as soon as possible. Make sure the doors are locked when you leave!

****Helpful Tips****

1. Grandparents start to arrive as early as 8! Students should arrive around 8:15 to meet their grandparents and they will all walk over to the church around 8:30.
2. Have water and lemonade poured into cups ahead of time to help the drink line move quickly.
3. Go ahead and set out all the food at once so you don't have to worry about refilling anything if you get sidetracked.
4. Turn in Hi Nabor receipt and any leftover food to the school office. (Please send me a picture of what is leftover so I can better gauge for next time!)
5. You should have time to go to mass if you wish! We found it easiest to sit on the side near the 1st graders (coffee shop side) and leave right after communion to set out the food before everyone arrives. They will start to arrive around 9:30 or so.
6. Thank you for helping to make this year's Grandparents Day extra special! Call/Text with any questions!! Kim 225-803-6687