

CAFETERIA RESPONSIBILITIES

All cafeteria personnel have the following responsibilities:

1. Work in dish room
2. Pull trays when they come out of dishwasher
3. Restock serving lines
4. Prep trays on serving line
5. Help keep milk coolers and refrigerators clean
6. Help each other if you are done / accept help
7. Wash tables
8. Help put groceries away
9. Wash pots and pans
10. Clean up your area as you go
11. Do not leave cafeteria during work hours

If you have nothing to do and are standing around on a regular basis, there is a possibility that your hours will be cut.

~Vickie Collins

Point of Service System

The lunch accounting system allows students to place money in their accounts to purchase meals. This is a debit system-not a charge system. Students should turn in their money to their teacher or the building offices.

Charging/Alternative Lunches

The district has set a \$5.00 charge limit for student lunches. Students who owe more than the \$5.00 will be served an alternative lunch (peanut butter and jelly sandwich with milk). The student's lunch account will not be charged for this meal.

Cafeteria Personnel and their duties

Vickie Collins - Cafeteria Manager

5:30 a.m. - 1:15 p.m.

In charge of personnel, buying, preparing breakfast, adult meals, serving on lines, snack bar, pizza line, book work, dish room, pots and pans clean-up, and counting money. Serves high school breakfast.

Vicki Barnum - Clerical

7:30 a.m. - 4:00 p.m.

Does all Clerical Food Service accounting, makes deposits, reports, student reminders, and free/reduced lunch reports. Scans breakfast and lunch.

Heather Bergman - Elementary

7:00 a.m. - 1:30 p.m.

Veggies & Fruit. Works on serving line, helps clean in rotation. Puts Groceries Away.

Lori Bergman - Elementary

8:00am - 1:00pm (Tues, Wed, Thur)

Pizza and snack bar. Also a substitute.

Pat Burns - Elementary

8:00 a.m. - 2:00 p.m.

Makes lunches for the teachers. Makes all subs for sack lunches. Serves on line, cleans rotation, prep milk for afternoon kindergarten. Finishes extra cleaning.

Amey Dawson - High School

6:30 a.m. - 1:30 p.m.

Baker. Preps breakfast, runs breakfast cart and heads serving line. Cleans in rotation.

Fern Ely - Middle School

7:30 a.m. - 1:30 a.m.

Cook

Virginia Essary - Elementary

10:30 a.m. - 12:45 p.m.

Works in dish room. Helps serve on line.

Terry Gardner - Elementary School Head Cook

6:00 a.m. - 1:30 p.m.

Head cook in the Elementary. Works on the serving line. Cleans in rotation.

Becky Hankins - High School Head Cook

5:30 a.m. - 1:30 p.m.

Head cook in high school, works snack bar, cleans in rotation. Runs the breakfast cart. Takes care of all groceries.

Summer Kiser - Middle School

8:00am - 1:00pm (Tues, Wed, Thur, Fri)

Sandy Lorenz – High School

6:00 a.m. – 1:30 p.m.

Serves high school lunches. Wipes tables, prepares and works Snack Bar. Pots and pans, dish room, clean-up, works lunch line.

June Losh – Middle School

6:00 a.m. – 1:30 p.m.

Helps with breakfast, run breakfast cart, helps with prepping vegetables and fruit. Works on line. Helps clean in rotation.

Jearlene Rogers - Middle School

8:30am – 1:30pm

Pizza, Chick Fil A, Clean in rotation

Peggy Robb - High School

8:30am – 1:30pm

Carol Rowden – High School

8:30 a.m. – 1:30 p.m.

Prepare salad bar and potato bar on Mon, Wed & Fri. Works on the line. Cleans in rotation.

Liz Snavely – High School

9:30am – 1:30pm (M, W, F) / 10:30am – 11:30am (T & Thu)

Serves on lines and cleans in rotation

Cindy Tayman – Elementary School & Middle School Baker

6:00 a.m. - 1:30 p.m.

Preps and serves breakfast. Baker for the Elementary and Middle schools. Serves on line. Takes care of all groceries. Cleans in rotation.

Lita Yarberry – Middle School Snack Bar

8:00 a.m. - 1:30 p.m.

Preps and works salad bar. Helps clean in rotation. Takes care of all groceries.