

Booster Rep – Morning & Evening Prep

MORNING PREP

Taco Meat

- Use leftover meat first. Leftovers should only be reheated once.
- Put liners in crockpots. If meat is from frozen, turn on high. If meat is thawed, turn on crockpot to low.
- Prepare 2 full crockpots (approx. 10lbs in each) for wrestling and bball (M-Th)
NOTE: use your best judgment on how much to prepare. If crowd size will be limited, then prepare just one crock.
- Prepare 3 full crockpots for varsity basketball on Friday/Saturday night
- Ensure 1 package of taco meat is in the refrigerator, thawing or thawed.

Hot Dogs

- Ensure 2 packages (approx. 24) are in the refrigerator. Text Leslee Valenta (Fall) (515-419-3495) OR Erica Davis (Winter) (515-218-0309) if we need more.

Pretzels

- Ensure one package (approx. 10) is in the refrigerator. Text Leslee Valenta (Fall) (515-419-3495) OR Erica Davis (Winter) (515-218-0309) if we need more.

Nacho Cheese

- Put water in 2 cheese warmers to fill line (indicated in warmer)
NOTE: use your best judgment on how much to prepare. If crowd size will be limited, then prepare just one can.
- After putting in water, place two cans in the warmer and put pump top on one and aluminum foil on the other.

Mac and Cheese

- Prepare 1 crockpot of Mac and Cheese and put on low (usually 2 bags). Make sure there is one bag in the fridge.

Inventory

- Candy trays and coolers are stocked with soda and candy.
- Ensure there are tortilla chips, hot dog buns, and condiments-salsa/sour cream.
- Text Leslee Valenta (Fall) (515-419-3495) OR Erica Davis (Winter) (515-218-0309) if we have less than one box of chips and one package of buns.

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EVENING PREP

Square Register

- Turn on first thing to allow the register and terminal to install any updates
- If a code is needed for the square - it will be 2555

Pretzel Warmer

- Turn on and fill with pretzels from the refrigerator.
- Half fill tray in warmer with water
- Fill up condiment cups with liquid cheese and place in bottom of warmer.

Popcorn Machine

- Turn on all switches – 1 at the bottom, 3 on top-warmer, stirrer, kettle
- Once pot is ready, make a batch of popcorn by adding to pot:
 - Oil = 2/3 cup
 - Popcorn = 2 cups, add 2 tsp of salt before putting in the pot
- When the pot becomes full of popcorn, you must DUMP THE POT – it will not automatically empty and will burn if left in the pot.
- Make several batches and once warm, bag & place bags in box (empty nacho chip box) by window.

Hot Dogs

- Pull cooked (leftover) or new hot dogs and place in skillet, add a little water, and turn on to low. Use your best judgment on how many to prepare. Start with 6-8 and add if needed.

Front Window Area

- Set out candy, candy tray and money tray. Money tray code (000)

Left Window Area

- Set out condiments - Ketchup, Mustard, Pickle Relish, Sour Cream, Salsa, Jalapenos, lettuce, spoons, forks, napkins

Make sure all stations have needed items:

- | | |
|---|--|
| - Nacho/Walking Taco | - Pretzels |
| o Ice cream scoop | o Tongs |
| o Scissors | o Boat or wrapper |
| o Trays and nacho boats | o Cheese Cups |
| o Shredded cheese, lettuce | - Popcorn |
| o Condiment cups-sour cream, salsa, jalapenos | o Set out box and have bags ready to fill. |
| o Forks & Napkins | - Mac&Cheese |
| - Hot dogs | *bowls & lids |
| o Tongs | *spoon |
| o Buns | |
| o Foil Wrappers | |