



VIRTUAL DEMONSTRATION

# Planning Guide

> LEARN. BAKE. SHARE <



# Introduction

A Virtual demonstration is available for groups of more than 50 students, grades 4 to 7, via Zoom.


After receiving your application, a BFG Instructor will contact you via email to schedule a phone call to review program logistics, and if your school is a good fit, they will schedule a date. During busy times of the year, it may take 2 to 3 weeks for an instructor to reach out to you. If you do not hear from us, make sure to check your junk/spam — our emails frequently get filtered into that location.

After the details and dates for the programs are finalized, you'll be sent an email confirmation containing information about your program's date, time, and additional support materials.

All programs must be confirmed at least 30 days before the program date.

## **When is the best time for the demonstration?**

During the week, Monday to Thursday, are the best times to host the program. We do not teach on Friday afternoons or half days, as students are focused on the upcoming weekend or their afternoon off. Additionally, we recommend avoiding having students bake over holidays or school breaks as it may be difficult to fit it in with any travel or family commitments.





# Flour Materials and Baking Kits

Each student receives a Baking Kit to bake their bread at home. One recipe makes 2 loaves or 24 rolls.

## THE BAKING KIT INCLUDES:

- 2 lb. bag Golden Whole Wheat Flour
- 2 lb. bag All-Purpose Flour
- Recipe booklet
- 1 packet yeast
- Bowl scraper
- Bread bag
- Canvas tote



## SHIPPING

- We ship flour and materials to your school five to seven business days before the program date.
- Large orders, weighing over 250 lbs., will arrive via freight truck on a 40" x 48" pallet.
- We do NOT receive any tracking information for these larger orders. We do ask the freight company to call the school to schedule delivery.
- Smaller orders (less than 250 lbs.) will be shipped via FedEx to your front office. Upon shipment, you'll receive an email confirmation containing tracking information for each box. Please note that multiple boxes may be delivered separately.
- **IMPORTANT!!** Alert your custodial staff and front office to expect deliveries.

## ASSEMBLING BAKING KITS

You assemble the kits! When supplies arrive, open the boxes right away and count everything to be sure you have enough. If any component is missing, reach out to us immediately.

Tip: students love being part of the assembly process, so don't hesitate to involve them in the fun!

Students should take their kits home the day of the program, not earlier.



## GLUTEN-FREE?

For students with gluten sensitivities, we provide gluten-free baking supplies upon request. Your school nurse can help determine how many students will need gluten materials.

## NOTES TO LIBRARIES AND SCOUTS

To stretch our resources and reach as many young bakers as possible, participants in non-school groups may receive a Mini Kit. This includes yeast, a recipe booklet, a bread bag, a dough scraper and two coupons towards King Arthur flour. The recipe calls for two kinds of flour, All-Purpose and Golden Whole Wheat (or traditional Whole Wheat) and can be found in your local grocery store. The Mini Kits come pre-assembled and will be shipped via FedEx. Each participant will receive their own Mini Kit.



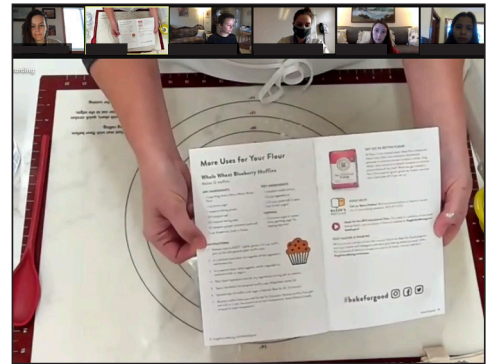
## Zoom Details

We conduct the demonstration using Zoom. Students participate from their classrooms, viewing the demonstration on a smartboard or projected screen at the front. Teachers facilitate discussions via the Chat, sharing questions and answers between students and the BFG instructor.

### OUR PROCESS:

- > We will host the Zoom meeting and send out the invite on the Friday before the scheduled demonstration date.
- > You share the Zoom link with the other participating teachers.
- > The meeting will open 10 minutes early to allow everyone time to join and get settled.

**IMPORTANT!!** If you are not familiar with Zoom, we can help! We are happy to schedule a short practice to be sure everyone can sign on the day of the lesson.



## Virtual Demo Planning Checklist

### PLAN AND APPLY:

- > Obtain approval from administration to host the program and make sure teachers understand how the program will run and what is expected of them.
- > Decide how your students will share their bread.
- > Submit application.

### 2 WEEKS BEFORE THE PROGRAM:

- > Supplies will be arriving soon. Alert front office and custodial staff to expect the delivery (if a delivery is turned away from a school, we are charged a large fee).
- > Open all boxes, count all supplies and let us know if anything is missing.

### 1 WEEK BEFORE:

- > Assemble the baking kits. Tip: students love to help put the kits together!
- > Send any needed reminders to teachers.
- > Send the "Letter for Home" to parents/guardians.
- > You will receive the Zoom link for the lesson the Friday before your demonstration. Share the link with your teaching staff.

### DAY OF THE DEMONSTRATION:

- > Students take their kits home the day of the program.
- > Remind students how they will share their bread and any follow up assignments (photos, writing, etc.)
- > Let us know how it went! Email us with any pictures and stories you'd like to share. We love to hear from you!



# Sharing

Sharing is a key part of the Bake for Good program. Students will use half of their dough to bake something to share. Here are a few ideas:

## DONATE TO A LOCALFOOD SHELF

- On the Monday following the demonstration, students should bring a loaf of bread back to school. The bread will be collected and donated to a local food shelf.
- Contact a local food shelf or food bank in advance to ensure they can accept the bread baked at school.

## SHARE WITH SOMEONE IN THE COMMUNITY

- Have students identify a person outside of school who might need a bit of cheer.
- They can also share with someone who has recently done something kind for them as a way to say thank you.

## FOLLOW-UP IDEAS

If students are sharing as an act of kindness, please use the following steps to confirm that they have completed the project:

- Have students take a photo of themselves while baking and share it with their teacher.
- After sharing, students should write a short reflection answering the following prompt:  
*Whom did you share your bread with, and why did you choose that person?*

