

August 2025 Edison Ordering Calendar

Monday	Tuesday	Wednesday	Thursday	Friday
				1 No Action
4	5	6 <u>Edit/Save Dairy Order for:</u> Next Monday by 1:00pm (Open Site only)	7 Print Production Worksheet for following week: August 11-15 <u>Edit/Save Dairy Order for:</u> Next Tuesday by 1:00pm (Open Site Only)	8 <u>Edit/Save Dairy Order for:</u> Next Wednesday by 1:00pm (Open Site Only)
11 <u>Edit/Save Driftwood or Clearbrook Farms order for:</u> Thursday (First Day of Instruction)	12 <u>Edit/Save Dairy Order for:</u> Friday	13 Pupil Free Day <u>Meal Planning (Edison Site only)</u> September 8-12* *Remember do not create Order for M/F 9/1 Holiday this Order must be created week of August 25-28 by Wednesday August 13 (do not move G/SS 9/1) <u>Edit/Save Order -</u> M/F, G/SS, CK, Goldstar and Chemical August 25-29* *Remember any M/F August 29 Holiday should have been moved to previous vendor delivery date for week of August 22-28 per May 20 th Calendar. <u>Edit/Save Dairy Order for:</u> Next Monday	14 First Day of Instruction AFSS Review Weekly Audit August 25-29 <u>Print Production Worksheet for following week:</u> August 18-22 <u>Edit/Save Dairy Order for:</u> Next Tuesday	15 <u>Central Office Consolidation for Order M/F, G/SS, CK, Goldstar and Chemical</u> August 25-29* *August 29 Goldstar only <u>Edit/Save Dairy Order for:</u> Next Wednesday
18 Print and Review Receiving Tickets the week of: August 25-29 Any adjustment for receiving tickets for ALL Vendors must be emailed to Vendors by 3:00PM. NNC Adjustments 12:00 PM <u>Edit/Save Dairy Order for:</u> Thursday	19 <u>Edit/Save Dairy Order for:</u> Friday	20 <u>Meal Planning (Edison Site only)</u> Sept. 15-19 and Sept.22-26* *Remember do not create Order for M/F or G/SS 9/23 Unassigned this Order must be created week of Sept. 15-19 <u>Edit/Save Order -</u> M/F, G/SS, CK, Goldstar and Chemical September 1-5* *Remember any M/F deliveries Sept. 1 Holiday should have been created to last vendor delivery date August 25-28 by Sept. 13 <u>Edit/Save Dairy Order for:</u> Next Monday	21 AFSS Review Weekly Audit September 1-5 <u>Print Production Worksheet for following week:</u> August 25-28 <u>Edit/Save Dairy Order for:</u> Next Tuesday	22 <u>Central Office Consolidation for Order M/F, G/SS, CK, Goldstar and Chemical</u> September 1-5* *September 1 Goldstar only <u>Edit/Save Dairy Order for:</u> Next Wednesday
25 Print and Review Receiving Tickets the week of: September 1-5 Any adjustment for receiving tickets for ALL Vendors must be emailed to Vendors by 3:00PM. NNC Adjustments 12:00 PM <u>Edit/Save Order -</u> M/F, G/SS, CK, Goldstar and Chemical September 8-12 <u>Edit/Save Dairy Order for:</u> Thursday	26 <u>AFSS Review Weekly Audit</u> September 8-12 <u>Edit/Save Dairy Order for:</u> Next Tuesday	27 <u>Central Office Consolidation for Order M/F, G/SS, CK, Goldstar and Chemical</u> September 8-12 <u>Edit/Save Dairy Order for:</u> Next Wednesday	28 Print and Review Receiving Tickets the week of: September 8-12 Any adjustment for receiving tickets for ALL Vendors must be emailed to Vendors by 3:00PM. NNC Adjustments 12:00 PM <u>Print Production Worksheet for following week:</u> September 2-5 Physical Inventory: August 28, 2025 Due by 9/2/25 <u>Edit/Save Dairy Order for:</u> Next Thursday	29 Holiday Admission Day

M/F=Meats/Frozen G/SS=Grocery/Staple/Supplies CK= Central Kitchen

7/29/2025