

Fernandina Beach High School Culinary Arts One Syllabus

I. General Information

Course Name: Culinary Arts 1
Course Number: 8800510
Periods: 1, 2, 3, 4
Course Room Number: 06-41 Classroom
06-34 Kitchen Lab
Name of Instructor: Chef Michael Gass
Office Hours: 8:30am-9:00am; or by appointment
Office Room #: 06-35
Phone Number: 904-261-5713, ext. 2659
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II. Course Description

Students will acquire knowledge and skill in the preparation of food. Included are basic principles and techniques of food preparation, management of resources, use of recipes, use and care of equipment and evaluation of food products. The courses emphasize safety and sanitation practices. Students will operate kitchen equipment and tools.

III. General Course Objectives/Specific Learning Objectives

Course Title: Culinary Arts 1
Course Number: 8800510
Course Credit: 1 credit

Course Description:

This course covers the history of the food service industry and careers in that industry. Also covered are state mandated guidelines for food service and how to attain foodhandler training certification; safety in the workplace; employability skills; leadership/teamwork skills; care and use of commercial culinary equipment; basic food science; basic nutrition; and following recipes in food preparation labs.

01.0 Identify career and job opportunities--The student will be able to:

01.01 Examine the history and development of the food service industry.

- 01.02 Identify occupations in the food service and hospitality industry and their impact on the economy.
 - 01.03 Identify resources for a job search and conduct a job search using current technology for jobs at various levels of the industry.
 - 01.04 Identify levels of training required for food service and hospitality occupations.
 - 01.05 Identify professional organizations related to hospitality/food service.
- 02.0 Demonstrate language arts knowledge and skills--The student will be able to:
- 02.01 Locate, comprehend and evaluate key elements of oral and written information.
AF2.4
 - 02.02 Draft, revise, and edit written documents using correct grammar, punctuation and vocabulary. AF2.5
 - 02.03 Present information formally and informally for specific purposes and audiences.
 - 02.04 Follow verbal and written directions in the classroom and lab environment. AF2.9
- 03.0 Demonstrate mathematics knowledge and skills--The student will be able to: AF3.0
- 03.01 Demonstrate knowledge of arithmetic operations (convert recipe yields; calculate portion cost). AF3.20
 - 03.02 Analyze and apply data and measurements to solve problems and interpret documents. AF3.4
 - 03.03 Construct charts/tables/graphs using functions and data (related specifically to culinary activities). AF3.5
- 04.0 Demonstrate science knowledge and skills--The student will be able to: AF4.0
- 04.01 Discuss the role of creativity in constructing scientific questions, methods and explanations. AF4.1
 - 04.02 Formulate scientifically investigable questions, construct investigations, collect and evaluate data, and develop scientific recommendations based on findings.
AF4.3
- 05.0 Exhibit the ability to follow state mandated guidelines for food service --
The student will be able to:

- 05.01 Demonstrate proper personal hygiene (hand washing; use of gloves; grooming; proper hair restraints, closed-toe shoes, aprons, uniforms).
 - 05.02 Demonstrate proper food handling techniques (thermometer use; thawing methods; internal cooking temperatures) utilizing industry safety and sanitation procedures.
 - 05.03 Demonstrate and utilize proper techniques for receiving and storing food supplies.
 - 05.04 Demonstrate and utilize proper techniques for transporting, cooking and holding food (proper ways to cool/reheat food; holding temperatures).
 - 05.05 Demonstrate and utilize proper cleaning and sanitizing techniques (cleaning vs. sanitizing; storing cleaning supplies; proper procedures for cleaning equipment).
 - 05.06 Demonstrate and utilize proper pest control procedures.
 - 05.07 Classify types of bacteria that cause food borne illnesses.
 - 05.08 Describe symptoms of food borne illness and how food borne illness can be prevented.
 - 05.09 Describe cross contamination and incorporate ways to prevent this from occurring.
 - 05.10 Use acquired knowledge to obtain Employee Foodhandler Training Certificate that is valid in Florida
- 06.0 Demonstrate and incorporate workplace safety procedures –The student will be able to:
- 06.01 Follow standard procedures for hazard control.
 - 06.02 Identify and utilize first-aid procedures for accidents and injuries.
 - 06.03 Follow the standards for infectious disease control
 - 06.04 Apply sanitary procedures in maintaining the facility including proper waste disposal methods.
 - 06.05 Maintain an MSDS (Materials Safety Data Sheet) for each product and keep in a three ring binder in the kitchen area.
 - 06.06 Explain the Right to Know Law.
 - 06.07 Demonstrate and utilize safety procedures related to prevention of slips, falls, fire, proper lifting and chemical use.
 - 06.08 Identify the HACCP (Hazard Analysis Critical Control Point) during all food handling processes.
- 07.0 Demonstrate the importance of health, safety, and environmental management systems in organizations and their importance to organizational performance and regulatory compliance--The student will be able to:
- 07.01 Describe personal and jobsite safety rules and regulations that maintain safe and healthy work environments. SHE 1.0

- 07.02 Explain emergency procedures to follow in response to workplace accidents.
- 07.03 Create a disaster and/or emergency response plan. SHE 2.0
- 08.0 Demonstrate personal productivity--The student will be able to:
 - 08.01 Exhibit employability skills (punctuality, dependability, appropriate appearance.)
 - 08.02 Exhibit work ethics and integrity (employee theft and consequences)
 - 08.03 Maintain positive personal relationships including acceptance of constructive criticism.
 - 08.04 Develop personal and professional etiquette.
 - 08.05 Demonstrate the ability to function as a team member in a diverse environment.
 - 08.06 Explain the importance of a portfolio.
 - 08.07 Create a resume'.
- 09.0 Explain the importance of employability skill and entrepreneurship skills--The student will be able to:
 - 09.01 Identify and demonstrate positive work behaviors needed to be employable.
ECD 1.0
 - 09.02 Develop personal career plan that includes goals, objectives, and strategies.
ECD 2.0
 - 09.03 Examine licensing, certification, and industry credentialing requirements. ECD 3.0
 - 09.04 Maintain a career portfolio to document knowledge, skills, and experience. ECD 5.0
 - 09.05 Evaluate and compare employment opportunities that match career goals. ECD 6.0
 - 09.06 Identify and exhibit traits for retaining employment. ECD 7.0
 - 09.07 Identify opportunities and research requirements for career advancement. ECD 8.0
 - 09.08 Research the benefits of ongoing professional development. ECD 9.0
 - 09.09 Examine and describe entrepreneurship opportunities as a career planning option.
- 10.0 Demonstrate leadership and teamwork skills needed to accomplish team goals and objectives--The student will be able to:
 - 10.01 Employ leadership skills to accomplish organizational goals and objectives. LT1.0

- 10.02 Establish and maintain effective working relationships with others in order to accomplish objectives and tasks. LT3.0
- 10.03 Conduct and participate in meetings to accomplish work tasks. LT 4.0
- 10.04 Employ mentoring skills to inspire and teach others. LT 5.0

11.0 Utilize operational systems--The student will be able to:

- 11.01 Identify elements of a successful organized food service operation in relation to time, energy, money, and space and customer service (role of management; importance of labor costs/food costs; use of computers).
- 11.02 Follow local and state rules, regulations, and laws relative to area of operation.
- 11.03 Identify and utilize security procedures necessary to prevent liability and loss.
- 11.04 Describe current computerized systems for purchasing and inventory control.

12.0 Use and care for commercial tools and equipment--The student will be able to:

This standard supports the following Sunshine State Standards:
SC.912.P.10.4, SC.912.P.12.12

- 12.01 Identify commercial tools and equipment.
- 12.02 Demonstrate mastery of standard weights and measures used in the food service industry.
- 12.03 Use and maintain commercial tools.
- 12.04 Use and maintain commercial equipment.

13.0 Describe the principles of basic food science --The student will be able to:

This standard supports the following Sunshine State Standards:
SC.912.L.18.4

- 13.01 Explain how taste and aroma combine to give foods their flavors.
- 13.02 List physical, psychological, cultural, and environmental influences on food likes and dislikes.
- 13.03 Compare and analyze reasons for evaluating food products subjectively and objectively.

14.0 Demonstrate how to read, follow, and prepare recipes--The student will be able to:

This standard supports the following Sunshine State Standards:
SC.912.P.10.4, SC.912.P.12.12

- 14.01 Demonstrate an understanding of the purpose of standardized recipes.
- 14.02 Define mise en place and the relationship of organizational skills to productivity in the workplace.
- 14.03 Use, follow, prepare and plate standardized recipes creatively.
- 14.04 Define portion size and recipe yield.
- 14.05 Identify herbs, spices, oils, and vinegars and their appropriate use in preparing food products that exhibit and enhance creativity, taste, and appearance.

15.0 Describe the basic principles of nutrition--The student will be able to:

This standard supports the following Sunshine State Standards:
SC.912.L.18.1, SC.912.L.18.2, SC.912.L.18.3, SC.912.L.18.4,
SC.912.L.14.7, SC.912.L.14.9, SC.912.L.15.1

- 15.01 List the essential nutrients and their functions.
- 15.02 Interpret food labels.
- 15.03 Identify different dietary needs.
- 15.04 Explain your district's wellness policy.
- 15.05 Relate nutrition to health and wellness.
- 15.06 Apply knowledge in creating menus that utilize nutritional principles.

IV. Text, Learning Resources and Supplies

- Text: Foundations of Restaurant Management and Culinary Arts, Level One, National Restaurant Association Educational Foundation, 2011
- Activity Guide: Foundations of Restaurant Management and Culinary Arts, Level One, National Restaurant Association Educational Foundation, 2011

V. Grading criteria:

<u>Requirements</u>	<u>%of Grade</u>	<u>Comments</u>
Class Participation		Students are expected to arrive to class on time with supplies and contribute to class discussions and group activities.
Daily Work	40	Assignments given during class. Students are expected to participate in the cooking lab 1-2 days per week contingent upon passing

safety test, subject area, and available funds. Students will not be allowed to participate and points will be deducted from the grade if closed toe shoes are not worn on scheduled lab days.

Homework	10	Assignments given during class that have not been completed by the end of class will be considered homework and turned in the next day. Homework assignments are due as assigned.
Notebook	10	All assignments and recipes will be kept in order in a notebook/journal. Students will have several notebook checks during each nine week period some will be announced and some will not.
Tests/Quizzes	30	Several tests/quizzes will be given during each nine week period. Tests will be announced and quizzes will not. Students are responsible for makeup tests (before or after school) if they are absent on the test date.
Exams	10	Semester exams will include materials covered throughout the semester. Students are responsible to make up the exam (before or after school) if they are absent on the exam date.

Grading Scale:

A = 100 - 90	Outstanding Progress
B = 90 - 80	Above Average Progress
C = 80 - 70	Average Progress
D = 70 - 60	Lowest Acceptable Progress
F = 59 and below	Failure

Students shall be provided an opportunity to make-up assigned work for all excused absences. The Make-up work must be completed within five (5) school days, or a reasonable length of time based on the length of absence. Students must adhere to the attendance policy explained in the Student Handbook in order to receive credit in the course.

Materials needed for class:

- \$25.00 yearly lab fee. Due August 29, 2012. Make checks payable to FBHS.
- Notebook Paper
- Writing tools
- Inexpensive calculator
- Closed toe shoes and socks for labs.

Academic and honesty policies are on the Nassau County School District Website. Available at: www.nassau.k12.fl.us

Classroom Rules and ProceduresDress Code

1. FBHS will furnish aprons and tools for Culinary 1, 2 and 3. Dual enrollment students will be required to supply uniforms and knife kits.
2. Students will be required to wear closed toe shoes and crew sox when participating in Labs. It is suggested that a pair of closed toe shoes and sox be kept in the student's locker for use in labs. Students who do not have closed toe shoes will not be able to participate in lab and lose the lab points for the day.
3. Students are required to wear clean and presentable clothes when participating in the lab portion of their classes. Students who are not presentable will not be able to participate in lab and lose the lab points for the day.

Protocol

1. Students are not permitted to eat or drink in the lecture or lab areas. When in the lab sections, tasting will be permitted as part of the class structure, and will be done so only with the permission of the instructor.
2. Students show respect to both the instructor and fellow students by being a thoughtful listener, not interrupting others who are presenting or expressing their views, and not attacking or using demeaning or inappropriate language to others who are presenting or expressing their views.
3. The use of cellular phones will be prohibited in the classroom or the lab. During lectures and labs, phones must be turned off and kept out of sight. Students using phones during classes will be subject to the discipline outlined in the student handbook.

Sanitation and Safety

1. Students are expected to practice safe and sanitary procedures as demonstrated and outlined by their instructor.
2. Large, excessive dangling jewelry is not permitted. A simple rule of thumb is to wear only a watch. Strong colognes and perfumes are not permitted.

3. All students are required to demonstrate knowledge and competency in the use of all pieces of large and small cooking equipment. This competency will be recorded on the *equipment knowledge checklist*.
4. Students are expected to be clean shaven. Beards and moustaches are to be neatly trimmed. Hair should be neat and fully restrained under the cook's hat, or by use of a hair net while in lab classes.
5. The finger nail will be clean and short enough to facilitate the use of latex gloves. Latex gloves will be worn if the finger nails have nail polish. Because of food safety issues, the inability to use latex gloves will prevent the student to participate in lab and loose the lab points for the day.

Course Expectations/Course Requirements

The instructor Will:

1. commit to being fully prepared for each class session and curriculum topic.
2. commit to beginning each and every class on time and to completing topics specific to the day's lesson plan.
3. commit to being fair and equitable to all students in terms of assignments, grades and course requirements while realistically balancing the requirements of each student for the class.
4. commit to communicating with all students in a professional and respectful manner.
5. commit to providing evaluative feedback to students based on lab and lecture performance.
6. commit to being accessible to students via office hours, class meetings, phone and email.
7. commit to utilizing a variety of teaching methods in an effort to accommodate the varied learning styles of students in class.
8. commit to being fully qualified to teach the class by virtue of:
 - a. extensive industry experience;
 - b. holding a variety of managerial positions within the foodservice and hospitality industry;
 - c. holding professional industry credentials and certifications;
 - d. academic preparation;
 - e. participation in ongoing professional development through relevant professional trade organizations and ongoing related conferences and workshops.
9. commit to keeping fully abreast of the course content through professional development activities.

The student will:

1. commit to coming fully prepared for each and every class by completing and becoming familiar with the assigned chapter readings.
2. commit to coming fully prepared for all in-class evaluative exercises such as quizzes, tests, class projects and other related assignments.

3. commit to completing 100% of all course assignments and turning them in at the assigned period.
4. commit to taking full and complete responsibility for any missed classes and or assignments and coming fully prepared for the next scheduled class.
5. commit to the goal of 100% attendance, recognizing that even just one missed class falls short of course expectations.
6. commit to arriving for each and every class on time, recognizing that coming in late shows disrespect for the instructor, fellow students and is disruptive to the learning process.
7. commit to informing the instructor in the event of unexpected emergencies or illnesses preventing attendance of class.
8. commit to facilitating the success of both independent and group learning exercises should the course utilize such concepts and learning formats as cooperative learning, where students work collaboratively through problem solving and topical information gathering.
9. commit to providing appreciation for, participation in and attendance to any related class activities such as field trips and industry guest presentations.