

The Applied Technology Center

**2399 West Main Street
Rock Hill, South Carolina 29732
(803) 981-1100**

Culinary Arts Management II

Instructor: Chef Jenkins

E-mail: tjenkins@rhmail.org

Room: C-412

Phone: (803) 981-1110

Class Times: 1st Block – (8:30am – 9:55am)
2nd Block – (10:17am – 11:42am)
3rd Block – (12:20pm – 1:45pm)
4th Block – (2:07 – 3:32pm)

Extra Help Times: 7:30-8:00 a.m., 3:30-4:00 p.m., and by appointment.

Course Description:

This 85 minute, year-long course will provide the Culinary Arts II students with advanced knowledge of the Hospitality/Tourism and Foodservice Career Cluster as a proStart school. Students will become proficient in a commercial kitchen, using commercial tools, utensils and equipment, standardized procedures, safety and sanitation procedures as outlined by ServSafe and HACCP, a variety of dry and moist cooking methods, costing, menu planning, nutritional trends and career exploration. Students will complete instruction and take the Manager 5-year ServSafe Certification Exam, and have the opportunity to receive the ProStart-National Restaurant Association Certificate of Achievement by passing Level I and Level II E.O.C.'s and obtaining a combination of 400 documented paid employment and community service hours in foodservice. Students will be selected to compete in the Carolina ProStart Invitational as well as other related functions, fundraisers and competitions throughout the year.

Instructional Philosophy:

Using a variety of technology and multiple learning strategies to personalize learning, students will participate in a variety of hands-on lab experiences following textbook introductions, lectures, and demonstrations, designed to practice culinary skills and create/produce food selections. Students will most often work collaboratively, but will be expected to individually exhibit the highest standards in hygiene, safety, sanitation, and professional attire. Additionally, students will be expected to produce quality work with emphasis on time management, leadership, teamwork, personal integrity and ethical behavior through commitment and initiative.

Power Standards/Course Goals:

Standards for CAII will be followed as outlined by the South Carolina Education Department.

- Academics-to be aligned with Culinary Arts specific standards.
- Customer Service-Demonstrate effective communication skills and duties of the Front of the House Employees.
- Workplace Guidelines-Critique work attitudes and behaviors, explain the importance of teamwork and demonstrate managerial skills.

- Food Service Tools and Equipment-Identify and demonstrate the proper use of industry tools and equipment.
- Food Safety, Sanitation and Workplace Procedures-Identify and demonstrate food safety and sanitation procedures and implement industry standard safety procedures.
- Menu Management-Create menus according to industry guidelines and analyze the performance of menus.
- Food Production Techniques-Apply business math skills in food production, demonstrate a variety of dry heat and moist heat methods of cooking.
- Career and Employable Skills-Demonstrate skills needed to seek and keep employment. Explore foodservice careers and entrepreneurship opportunities.

Major Assessments and Grading Practices

Grading Scale:

A	90 – 100	Test/Quizzes: 25%
B	80 – 89	Projects and Reports: 25%
C	70 – 79	Labs: 30%
D	60 – 69	Homework/Daily/Journals: 20%
F	59 – 0	Long term assignments that are late are deducted Accordingly: 10 points a day for late work up to 5 days

**** Students will be required to maintain an 80% or higher to participate in lab activities (NO EXCEPTIONS!!!)**

Assessments

The teacher’s grade book entries reflect the progress students are making toward mastery of standards within a unit of study. As part of the district’s plan for gradual release of responsibility, students are encouraged to monitor their achievement in the course by keeping a record of their own performance.

Assessments will be divided into two categories: formative and summative. Formative should be considered “practice” and summative should be considered the “end performance”. Formative and summative assessments focus on standards-based learning targets.

Formative assessments occur during the process of learning or the development of a product. Formative assessments include observations, chapter quizzes, weekly homework assignments and practice labs. Students use the information gained from these assessments to enhance learning. All formative assessments are related to the standards for the course and are administered to help students practice the skills they need to master before the summative assessment is given.

Summative assessments are used to determine the degree of success at the end of a unit of instruction. The goal is to evaluate student competency as it relates to the set of standards addressed in instruction. Summative assessments include chapter tests, exams, and projects, food prep labs for service or sale, and safety/sanitation. The information gained from these assessments will be recorded in the grade book and determine the nine weeks and final grade for the course. All summative assessments are aligned to the standards for the course.

Grading

Summative Grades:

- **Safety/Sanitation** is based on personal hygiene and daily uniform. The grade is reflective per week and cannot be made up.
- **Food preparation for service or sale** grade is reflective of any major food preparation for the purpose of serving foods and the sale of food items produced by the students. Food production dates will be clearly outlined in advance for students. Students missing a Food Production due to an **Excused Absence** will receive a grade of “55” and will have an opportunity to make up the grade with afterschool function activities or other assignment given by the instructor. Students missing a Food Production due to not have a clean uniform or not properly dressed for food production will earn a grade of “0” and may have an opportunity to earn a grade with afterschool function activities or other assignment given by the instructor. Food Production cannot be made up, thus the opportunity to make up the grade will be assigned by the instructor.

Materials:

- Notebook: – 1 2 inch 3 ring binder (specifically designated for this course materials only)
- Subject dividers 5 tab pack
- Laptop (RHSD provides)
- Pen/Pencils/highlighters

Students are required to be properly prepared for class daily by bringing the above materials.

Classroom Expectations:

1. Have **RESPECT** for yourself, each other, the teacher, and guests. This means paying attention to those who are speaking, and being polite to anyone in the classroom.
2. I respect each of you as a young adult. You should feel free to address me with questions or concerns about materials without expecting to be ridiculed or criticized.
3. Make an **EFFORT** to do your best on every assignment. Completing assignments, participating in classroom discussions, and studying hard shows that you care about your education.
4. I will not give you work beneath your abilities and I will help you reach new levels of achievements. I will keep in mind your needs, abilities, and interests when developing lessons and activities for class.

General Class Information and Requirements:

1. **Grading-** All students will be given a grade at the end of each grading period based on the total of their accumulated points on the following:

- **Quizzes/Tests-** Quizzes will be assigned as hands on demonstration or as written quizzes relating to current units of study. Tests will be given as skill demonstration or as written tests relating to current and previous topics. ProStart Testing for certification will be given at the end of the school year.
- **Assignments and Homework-** Students will be assign classroom assignments if time does not permit then students will be allowed to finish classroom assignments at home. Homework assignments are due at the beginning of class the next day or the due date if

it is a long-term assignment; homework will also be necessary to prepare for quizzes, tests, and group projects as well as food preparation continued practice.

- **Class Participation-** The subjective portion of your grade will be a reflection of my observation of your classroom participation, helpfulness as a class member, promptness to class and attendance. All students are expected to actively participate in the learning process by taking notes on lectures, videos, and guest speakers. Students are expected to come to class with a pencil, pen, notebook, and assignments.
- **Lab Groups Experience-** Labs will be set up on a team system. Teams will be assigned to a production area and required to perform various task. Labs evaluate uniforms, mise en place, sanitation, and teamwork/participation and product results. Team members **NOT** performing their duties and responsibilities will have points deducted from their lab participation grade. Keep in mind that what you do as an individual effects the product that your entire team will be graded on. In addition, each student will be given a leadership role throughout the course and evaluated on their performance. There is no tolerance for any goofing off or nonsense. We are working with equipment that can burn, cut or (with careless food handling) make you sick. It is my responsibility to keep all of you safe in the lab. When I speak, especially during labs I expect students to listen and immediately do what you are told. **Report safety or sanitation violations that you observe.**
- **Journals-** Each student will be required to turn in a journal no later than (NLT) Monday after the prior week of labs. Example: Lab days are Tues, Weds, Thurs, and journals will be due NLT Monday through Canvas. I will provide a template for journals.
- **Attendance (Make-Up Work) -** Attendance is crucial for lab days, as they cannot be made up. However, due to school activities, general illness and appointments, students will have to be out of class. Because of this, periodically through the grading period, ‘Supplemental assignments have been incorporated into the schedule to give students an opportunity to supplement points they have missed in the lab. Make up work will be given when there is an excused absence from class and must be completed within 3 class days. All work to be made up is the responsibility of the student.

Illness or Injury- Notify the instructor immediately so appropriate arrangements can be made. If you are unable to perform lab work for more than 3 days a doctor’s note will be required. Any illness that impacts food safety will require a doctor’s release to return to food handling.

Uniform Policy: Labs will be conducted at Chef’s discretion. Students must abide by the below guidelines to participate in lab activities. Students that are not in compliance with the below guidelines will not participate in lab activities and grades will be effected.

1. Students are required to purchase the culinary uniform in the amount of \$40. Uniforms consist of: chef's coat, hat, and apron and must be worn during lab days. Information will be provided in class and at the parent open house. Parents are strongly encouraged to attend ***OPEN HOUSE***.
2. Hair must be able to fit entirely under chef's hat; if not students must use a hair restraint (hairnet) in addition to their chef hat. Baseball caps are prohibited in the lab.
3. Leather or hard plastic closed toed shoes with non-skid soles are highly recommended. Students are responsible for furnishing his/her own shoes. Tennis shoes with mesh on them will not be acceptable. High heeled and open-toed shoes are **NOT** permitted.
4. No nail polish, false nails, or long nails are permitted.
5. Students must avoid excessive use of cosmetics.
6. No excessive jewelry will be worn during labs.
7. Long pants will be the only acceptable pants in the lab. Holes in long pants, shorts, dresses, and skirts are prohibited in the lab.

Course Outline:

ServSafe Manager 6th Edition

Instruction followed with on-line exam and 5- year certification.

Ch. 1 Breakfast

Section 1.1 Dairy Products and Eggs

- *Milk and milk products, receiving and storing milk, cream, butter, butter substitutes, cheese, eggs and their basic purpose(s) in food preparation, characteristics, principles of food preparation,*

Section 1.2 Breakfast Foods and Drinks

- *Pancakes, waffles, crepes, and French toast, preparing breakfast meats and starches, and hot beverages*

Section 1.3 Sandwiches

- *Basic kinds of sandwiches, primary sandwich components, sandwich stations.*

Ch. 2 Nutrition

Section 2.1 the Basics of Nutrition

- *The importance of good nutrition, basic nutrients, the digestive system, food additives, and a healthy diet.*

Section 2.2 Making Menu Items More Nutritious

- *Healthy food preparation techniques, making menus more healthful, reducing excessive, fats, and adding healthy produce and foods to the menu.*

Ch.3 Cost Control

Section 3.1 Introduction to Cost Control

- *Cost control overview, types of costs, operating budgets, profit and loss reports, cost control tools.*

Section 3.2 Controlling Food Costs

- *Business math basics applied to controlling food cost.*

Section 3.3

- *Budgeting labor costs, factors contributing to labor costs, scheduling.*

Section 3.4 Quality Standards

- *Quality standards for all aspects in the food production industry.*

Ch. 4 Salads and Garnishing

Section 4.1 Salads

- *Salad ingredients, parts of a salad, types of salads, salads and service, cleaning and storing ingredients and salads.*

Section 4.2 Salad Dressing and Dips

- *Types of dressings and dips and preparation.*

Section 4.3 Garnishes and Catering Techniques

- *Garnishes, their use and preparation.*
- *Plating food for individual servings and quantity food trays.*

Ch. 5 Purchasing and Inventory

Section 5.1 Introduction to Purchasing

Section 5.2 Making Purchasing Decisions

Section 5.3 Managing Purchases

Ch. 6 Meat, Poultry, and Seafood

Section 6.1 Meat

- *Grades of meat, identifying cuts of meat, cooking techniques and doneness of various types and cuts of meat.*

Section 6.2 Poultry

- *Grades of poultry, forms of poultry, purchasing, fabricating, and storing, and cooking techniques.*

Ch. 6 continued

Section 6.3 Seafood

- *Seafood inspections and grades, forms of seafood, purchasing, fabricating and storing seafood, cooking techniques, determining doneness.*

Section 6.4 Charcuterie and Garde Manger

- *Definitions of terms, types of charcuterie, preparation of cold appetizers and cold food trays for buffets.*

Ch. 7 Marketing

Section 7.1

- *Marketing overview, basic marketing concepts, marketing plan, SWOT.*

Section 7.2 Market Analysis, Identity, and Communication

- *Market research methods, market segmentation, creating a market identity, market communications, types of sales promotions, public relations and how to engage the community.*

Section 7.3 the Menu as a Marketing Tool

- *Menu overview, menu types, organizing a menu, creating a menu, pricing the menu, analyzing a menu.*

Ch. 8 Desserts and Baked Goods

Section 8.1 Bakeshop to Baking Basics

- *Bakeshop Basics introducing baker's ingredients and baker's measurements and equipment, understanding and interpreting baker's formulas.*

Section 8.2 Yeast Breads

- *Types of dough, basic yeast bread, roll, and pastry preparation, recognition of baker's terms, baker's standard methods and techniques, evaluating the quality of the baker's product.*

Section 8.3 Quick Breads and Cakes

- *Types of quick breads, cakes, and cookies, basic preparation, recognition of baker's terms, baker's standard methods and techniques, evaluating the quality of the baker's product.*

Section 8.4 Pies, Pastries, and Cookies

Section 8.6 Specialty Desserts

- Selected frozen desserts, poached fruit and tortes, dessert sauces and creams, steamed puddings and soufflés, basic preparation, recognition of pastry chef/pastry cook terms, standard methods a
- Techniques, evaluating the quality of the baker's product.

Section 8.5 Chocolate

- Chocolate preparation, products, storage, methods and techniques and terms commonly used by pastry chefs/pastry cooks.

Ch. 9 Sustainability in the Restaurant and Foodservice Industry

Section 9.1 Introduction and Water Conservation

Section 9.2 Energy Conservation

Section 9.3 Waste Management

Section 9.4 Sustainable Food Practices

Ch. 10 Global Cuisine 1: The Americas

Section 10.1 North America

- Cultural influences, flavor profiles and sampling of food preparation methods and techniques of the following geographical sections of North America: Northeast USA, Midwest USA, Southern USA, Southwestern USA, Pacific Rim/Coastal USA and Mexico.

Chapter 10 continued

Section 10.2 Central America and the Caribbean

- Cultural influences, flavor profiles, and sampling of food preparation methods and techniques of Central and the Caribbean.

Section 10.3 South America

- Cultural influences, flavor profiles, and sampling of food preparation methods and techniques of Brazil and Peru.

Ch. 11 Global Cuisine 2: Europe, the Mediterranean, the Middle East, and Asia

Section 11.1 Europe

- Cultural influences, flavor profiles, and sampling of food preparation methods

Section 11.2 the Mediterranean

Section 11.3 the Middle East

Section 11.4 Asia

Recommended and Required Readings:

- Foundations of Restaurant Management & Culinary Arts Level II

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- References from ServSafe Manager

Extra Help Opportunities:

The teacher will post times available before, during or after the school day for extra help. Teachers may also be accessed through email to provide electronic support and assistance. It is the student's responsibility to request additional help.

Tyrone Jenkins

Before School (by appointment) 7:30-8:00 a.m.; Planning Period (10:00-11:25) and after School 3:30-4:00 p.m. by appointment) tjenkins@rhmail.org

Behavior Plan:

Students are expected to follow the district handbook and their home school handbook as well as Culinary Class Room rules:

Classroom Conduct Expectations:

- Keep hands, feet, books, and objects to yourself.
- Listen and follow directions the first time it is given.
- Raise your hands to be recognized. Do not speak while others are talking (**RUDE BEHAVIOR WILL NOT BE TOLERATED.**)
- Use a classroom voice, appropriate language, and maintain a working body posture (**NO HEAD ON DESK!**)
- Students are required to have a pass from the instructor to leave the classroom *leaving without permission is considered skipping class.*
- Students are not allowed to gather around the door prior to the bell ringing.
- **CELLPHONES ARE PROHIBITED DURING CLASS AND LABS. *School policy states that they are off and out of sight prior to entering the room. The instructor will notify you when it is permissible to use your cell phone to photo your dishes. Phones are strictly prohibited in the lab.***
- **BE PROFESSIONAL AT ALL TIMES!**

1st Violation Same Offense – Verbal Warning

2nd Violation Same Offense – Phone Call Home

3rd Violation – Student will be sent to the main office

CULINARY ARTS SYLLABUS
Signature Page

Your signature confirms that you and your child have read the curriculum and understand what will be required of students to be successful in this program based on the classroom rules, safety, and expectations.

I _____ parent or guardian of _____ have read and agree with the description and guidelines and give my consent to have my child participate in the program and work with the necessary equipment needed.

I also understand that lab classes required a proper uniform including various items that will need to be purchased (example...non-slip shoes and hair net) separately in order to participate in labs.

Parent / Guardian Signature

Date

Student Signature

Date

*******IMPORTANT*******

Please sign and return to instructor.