FOLSOM CORDOVA UNIFIED SCHOOL DISTRICT

ROP Culinary Arts

DATE: January 2011 **SUBJECT AREA: Career Technical Education**

PROPOSED GRADE LEVEL(s): FHS: 11-12; CHS: 12 **COURSE LENGTH: One Year**

GRADING: A-F **NUMBER OF CREDITS: 10 per Semester**

PREREQUISITIES: None

COURSE DESCRIPTION:
This course prepares students with food production, preparation, customer service, and teamwork skills for employment. The Culinary Arts program effectively prepares students with the knowledge, skills, attitudes and behaviors needed to successfully enter the job market or transition to postsecondary education programs at a community college, private, and/or four-year college or university. Instruction includes topics such as planning, selecting, storing, purchasing, preparing, testing, serving, and selling of quality food and food products. Additional areas of study include nutritive values, safety and sanitation, use and care of commercial equipment, management of food establishments, cost and profitability analysis, side work and customer orders, and handling cash and credit transactions.

GENERAL GOALS/PURPOSES:
(Adapted from the FCUSD Mission Statement and Vision Statement)

- The ROP Culinary Arts program prepares students with the foundation of food production, preparation, customer service, and teamwork skills for successful employment opportunities through the implementation of high expectations in successful application of sound decision-making and problem-solving techniques.
- The ROP Culinary Arts program, through externships and the running of a site café, will provide students with a broad range of rigorous educational opportunities which will enable each individual student the opportunity to reach full potential and successfully meet the demands and opportunities of a highly technological twenty-first century.
- Partnerships with the community and businesses greatly enhance students learning experiences and educational opportunities. It is through these relationships that our students are able to apply their learning to real-world situations. In addition, it is by these means, in conjunction with instruction; students will develop pre-employment skills for jobs in the food service and hospitality market.
- The ROP Culinary Arts program provides students with a core of knowledge and skills that act as a building block for lifelong learning.
- Our program effectively prepares students with the knowledge, skills, positive attitudes and behaviors needed to successfully enter the job market or transition to post secondary educational programs at the community college, private, technical or trade school, and/or four year college or university level.
- Students will be exposed to such topics as planning, selecting, storing, purchasing, preparing, testing, serving and selling quality food and food products, along with a review of nutritive values, safety and sanitation, use and care of commercial equipment, management of food establishments, cost and profitability analysis, side work and customer orders, and handling cash transactions.
- The ROP Culinary Arts program will encourage positive leadership skills through involvement in the student leadership organization, FHA-HERO, along with character and academic skills necessary to excel in a global arena.
- Families are integral parts of our educational process. In recognition of this important role, family involvement is actively sought, encouraged and welcomed.

- The ROP Culinary Arts program will provide a classroom environment, which allows students to work at rates and levels commensurate with individual capabilities.
- The Food Service and Hospitality program will provide students with opportunities to receive public recognition for projects completed in class.
- The ROP Culinary Arts program will assist the student in developing a respect for work, pride in good workmanship, and a desire to develop a saleable skill.
- Our program will provide intellectual, practical, and creative experiences in which the student can expect a high degree of success to maximize his/her feelings of self-worth and accomplishment.

STUDENT READING COMPONENT:

Specific applications of Reading Comprehension standards including but not limited to (grades nine and ten): (2.1)-(2.3), (2.5), (2.7).

Specific applications of Reading Comprehension standards including but not limited to (grades eleven and twelve): (2.3).

STUDENT WRITING COMPONENT:

Specific applications of Writing Strategies and Applications standards (grades nine and ten): (1.3), (1.5), (2.3), (2.5).

Specific applications of Writing Strategies and Applications standards (grades eleven and twelve): (1.5), (1.6), 2.5).

STUDENT ORAL COMPONENT:

Specific applications of Speaking Applications standards (grades nine and ten): (2.2).

Specific applications of Speaking Applications standards (grades eleven and twelve): (2.4), (2.6).

Understand verbal and nonverbal communication and respond appropriately within a selected career pathway.

STUDENT MATH COMPONENT:

Specific applications of Number Sense Standards (grade seven): (1.1), (2.1)-(2.8).

Specific applications of Mathematical Reasoning standards (grade seven): (1.1), (2.1), (2.4)-(2.6).

DETAILED UNITS OF INSTRUCTION:

1. General workplace skills
   a. SCANS skills
   b. Employer expectations
2. Effective communication
   a. Verbal and nonverbal communication in the workplace
   b. Etiquette in business
3. Career paths and job seeking strategies
   a. Careers related to Culinary Arts
   b. Career ladder
4. Culinary arts industry awareness
   a. The role and function of segments of the culinary arts industry.
   b. Personal traits and skills required for career in the industry
5. Sanitation and food handling
   a. Using safe and sanitary procedures in food handling
   b. Appropriate procedures for sanitizing work surface, tools, utensils, and equipment
6. Safety regulations and emergency procedures
   a. Types and causes of accidents
   b. Procedures for handling accidents
7. Technology: tools, utensils, appliances equipment, and computers
   a. Identification of tools, utensils, appliances and equipment and their functions
   b. Using food production equipment appropriately and safely

8. Nutrition
    a. Describe nutritional principles and concepts
    b. Interpreting nutritional or ingredient information from food labels and nutrition information sheets
9. Facilities management
    a. Operational checklists
    b. Organization of work and work stations
10. Food and beverage production and preparation
    a. Identification and categorization of food and bakery ingredients
    b. Measuring and weighing ingredients according to recipe specifications
    c. Accurately preparing recipes according to directions and procedures
    d. Using a variety of food preparation and baking techniques that result in consistent products
11. Customer service and guest relations
    a. Principles*of*customer*and*guest*service
    b. Anticipating and responding to customer/guest requests or complaints
12. Management skills
    a. Identifying and analyzing multiple roles in the workplace
    b. Identifying and applying management strategies
13. Marketing and guest perceptions/interactions
    a. Explaining marketing strategies
    b. Creating advertising that draws the customer to the product
14. Cost Analysis
    a. Calculating recipe costs and pricing per portion
    b. Analyzing customer perception of value and its relationship to profit and loss
15. Profitability analysis
    a. Actual figuring the cost per cover of café and all foods prepared on lab days
    b. Describing the importance of the menu as the primary source of revenue generation and cost control
16. Entrepreneurship
    a. Investigating available resources that assist in setting up small businesses
    b. Outlining steps in setting up and starting a business
17. Teamwork and leadership
    a. Developing teamwork, leadership, and citizenship skills by participating in FHA-HERO activities
    b. Assessing how leadership and teamwork skills enhance employability

THIS COURSE WILL PREPARE STUDENTS FOR THE CAHSEE AND/OR THE CSTs:

Writing, Reading, Math, and Science

LAB DONATION:

CHS: $5.00 or plain black ball cap and white shirt and black pants for service recommended.
FHS: $20.00 donation per semester for consumable products.

SUBJECT AREA CONTENT STANDARDS TO BE ADDRESSED:

Career Planning and Management: (3.1)- (3.6); Technology: (4.1)-(4.4); Problem Solving and Critical Thinking: (5.1), (5.3), (5.4); Health and Safety: (6.1), (6.2); Responsibility and Flexibility: (7.1)-(7.4); Ethics and Legal Responsibilities: (8.3); Leadership and Teamwork through participation in the Career Technical Student Organization of FHA-HERO: (9.1)-(9.5).

Career Pathway Standards:

B1.0 Students understand major aspects of the food service and hospitality industry and the role of the industry in local, state, national, and global economies:

B1.1 Know how the various segments of the industry contribute to local, state, national, and international economies.

B1.2 Analyze the advantages and disadvantages of the working conditions and of various careers in the food service and hospitality industry.

B1.3 Understand the relationship between industry trends and local, state, national, and international economic trends.

B1.4 Distinguish core elements of the food service and hospitality industry from various supporting industries.

B2.0 Students understand the basics of safe work habits, security, and emergency procedures required in food service and hospitality establishments:

B2.1 Understand the basic procedures for the safety of employees and guests, including the procedures for emergency situations.

B2.2 Understand the role of the California Occupational Safety and Health Administration in regulating practices in the food service and hospitality industry.

B2.3 Know the causes, prevention, and treatment of common accidents and the reporting procedures involved.

B2.4 Know the purpose of and information in material safety data sheets.

B3.0 Students understand the basic principles of sanitation and safe food handling

B3.1 Understand basic local, state, and federal sanitation regulations as they pertain to food production and service.

B3.2 Know the standards of personal grooming and hygiene required by local, state, and federal health and safety codes.

B3.3 Understand safe and sanitary procedures in all food handling, including food receiving, storage, production, service, and cleanup.

B3.4 Know types of food contamination, the potential causes, including cross-contamination, and methods of prevention.

B3.5 Know the essential principles of Hazard Analysis Critical Control Points, including the use of flowcharts.

B3.6 Understand the purpose of and process for required certification (e.g., ServSafe).

B4.0 Students understand the basics of food service and hospitality management:

B4.1 Analyze the relationship of effective management and business procedures to important outcomes, such as profitability, productivity, workplace atmosphere, consumer and guest satisfaction, and business growth.

B4.2 Understand and interpret business plans.

B4.3 Understand the differences in goals and organizational management of various food service businesses.

B4.4 Understand the importance of specific human resource practices and procedures that address workplace diversity, harassment, personal safety, and discrimination.

B4.5 Know the responsibilities of management, such as ensuring safe work practices and conditions and complying with important laws and regulations that affect employment (e.g., wage and hour laws, tenant status, and accommodation of minors).

B5.0 Students understand the basics of systems operations and the importance of maintaining facilities, equipment, tools, and supplies:

B5.1 Understand how various departments in a food service facility contribute to the economic success of a business.

B5.2 Know the procedures for maintaining inventories; ordering food, equipment, and supplies; and storing and restocking supplies.

B5.3 Prioritize tasks and plan work schedules based on budget and personnel.

B5.4 Understand the relationship between facilities management and profit and loss, including the costs of breakage, theft, supplies use, and decisions for repairs or replacement.

B5.5 Know the types of materials and supplies used in the maintenance of facilities, including the identification of the hazardous environmental and physical properties of chemicals and the use of material safety data sheets.

B5.6 Understand the procedures for cleaning, maintaining, and repairing facilities and equipment and the importance of preventive maintenance.

B6.0 Students understand and apply the basics of food preparation in professional and institutional kitchens:

B6.1 Know the qualities and properties of food items and ingredients used in food preparation.

B6.2 Use, maintains, and stores the tools, utensils, equipment, and appliances appropriate for preparing a variety of food items.

B6.3 Know the principle of *mise en place*, including the placement and order of use of ingredients, tools, and supplies.

B6.4 Prepare food by using the correct techniques and procedures specified in recipes and formulas.

B6.5 Use plating techniques, including accurate portioning and aesthetic presentation

B6.6 Plan and follow a food production schedule, including timing and prioritizing of tasks and activities.

B7.0 Students understand and apply the basics of baking, pastry, and dessert preparation in professional and institutional kitchens:

B7.1 Know the qualities and properties of food items and ingredients used for baked goods, pastries, and desserts.

B7.2 Use, maintain, and store the tools, utensils, equipment, and appliances appropriate for preparing, serving, and storing baked goods, pastries, and desserts.

B7.3 Know the principle of *mise en place*, including the placement and order of use of the ingredients, tools, and supplies needed to produce baked goods, pastries, and desserts.

B7.4 Produce baked goods, pastries, and desserts by using correct techniques, procedures, and various finishing techniques.

B8.0 Students understand and apply the knowledge and skills essential for effective customer service:

B8.1 Understand the importance of customer service to the success of the food service establishment.

B8.2 Understand the concept of exceptional customer service and know ways of anticipating the needs and desires of customers to exceed their expectations.

B8.3 Know common customer complaints and the service solutions for preventing or resolving complaints.

B8.4 Understand the roles of management and employees in effectively meeting the needs of culturally and generationally diverse customers.

B8.5 Interact with customers in a positive, responsive, and professional manner.

B9.0 Students understand and apply the basic procedures and skills needed for food and beverage service:

B9.1 Understand the concept of *mise en place* in relation to food and beverage service.

B9.2 Understand the required duties of various positions, including those of the host/hostess, wait staff, bus person, and others related to opening, closing, change-of-shift, and preparatory work.

B9.3 Use safe, efficient, and proper procedures for setting, serving, maintaining, and busing tables.

B9.4 Use proper techniques for customer service, including greeting, seating, presenting and explaining menu items, and taking customer orders.

B9.5 Use appropriate, effective, and efficient techniques for writing food and beverage orders, relaying orders to the kitchen, coordinating and assembling food orders, preparing and presenting checks to customers, and processing payments.

B10.0 Students understand and apply basic nutritional concepts in meal planning and food preparation:

B10.1 Understand basic nutritional principles and know how to use food preparation techniques that conserve nutrients.

B10.2 Interpret nutritional or ingredient information from food labels and fact sheets and analyze menu items to meet the dietary needs of individuals.

B10.3 Understand the process for creating nutritious, creative, and profitable menus in accord with availability and demand.

B11.0 Students understand and apply the basic processes of costing and cost analysis in food and beverage production and service:

B11.1 Understand the importance and structure of standardized systems, such as the Uniform System of Accounts for Restaurants.
B11.2 Know the components of a profit-and-loss statement.
B11.3 Understand the importance of the menu as the primary source of revenue generation and cost control.
B11.4 Calculate recipe costs and pricing per portion and compare the cost per cover to the theoretical cost.
B11.5 Understand the customer's perception of value and its relationship to profit and loss.

B12.0 Students understand the fundamentals of successful sales and marketing methods:

B12.1 Understand basic marketing principles for maximizing revenue based on supply and demand.
B12.2 Know the major market segments of the industry and understand how marketing principles and procedures can be applied to target audiences.
B12.3 Understand the various types of entrepreneurial opportunities in the food service industry.
B12.4 Analyze marketing strategies, including promotional selling and upgrading, and their effect on profits.
B12.5 Know methods to develop and maintain long-term customer relations.

DISTRICT ESLRs TO BE ADDRESSED:

Students will be:

Self-Directed Learners:

- Read and write independently as well as with the class
- Think on their own as to following directions given in class
- Take what they learn in class and prepare meals for their family, community, and field sites
- Get assigned work when they are absent from class
- Choose and created menus that will be appetizing to the teachers, staff, and catering events

Constructive Thinkers:

- Take what has been learned in class and apply it to the real world of work
- Be able to adjust recipes and prepare them in class and at home
- Take what has been demonstrated for them and duplicate it in their kitchens
- Be creative on 'cooks choice' days and try new foods, not the same old things they already know how to prepare

Effective Communicators:

- Express their ideas and what they've learned in written and verbal communications
- Discuss and plan weekly lab duties to complete tasks
- Listen and respond to lab partners in keeping the kitchens safe

Collaborative Workers:

- Work in groups to accomplish assigned tasks
- Create foods and menus according to recipes
- Create the day's menu / recipe(s) according to duties and lab plans
- Volunteer to help out when a group member is not in class

Quality Producers/Performers:

- Take pride in class assignments
- Be willing to sample all food prepared in class
- Follow directions and complete the recipes
- Be able to work alone and in a group to finish tasks

Responsible Citizens:

- Be in class on time and ready to work/learn
- Follow class safety guidelines
- Measure accurately and not waste food
- Respect the different likes and dislikes of others in class