

# Leon High School Culinary Arts-1

## Syllabus 2020-2021

**Teacher:** Mrs. Stribling

**Room:** 219

**Office Hours:**

**Contact Info:** 850-617-5700x1620

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1:45-2:45p.m. By appointment only

**Course Description:** Culinary Arts 1 is the first course in the Culinary Arts Career Technical Education (CTE) program. This yearlong course includes academic and hands-on activities that relate to the topics covered. Students will be using the National Restaurant Association ProStart Level One Curriculum. The class provides information that aligns with the Hospitality & Tourism career standards; applied learning in Literacy and Math. By the end of this course, students will have the opportunity to obtain SafeStaff® certification, which includes basic food handler training. Florida Statute 509.049 requires this training to work in a food service establishment in Florida. Having this training can make you highly employable in the food service industry.

The Florida CTE Standards/Benchmarks covered throughout the school year include:

- 01.0 Recognize and identify career and employment opportunities.
- 02.0 Demonstrate and incorporate workplace safety procedures.
- 03.0 Demonstrate workplace communication skills.
- 04.0 Use and care for commercial tools and equipment.
- 05.0 Demonstrate basic kitchen essentials.
- 06.0 Identify soups, stocks, and sauces.
- 07.0 Understand principles of food science in cooking and baking techniques.

**Textbooks:** Students will receive an online access code to access their online Foundations textbook. There is a class set of textbooks to use at school, if internet is not available during class time.

*Foundations of Restaurant Management and Culinary Arts: Level One Second Edition*— Pearson \$76.00

**Lab Fee:** Food preparation labs require the purchase of perishable and nonperishable food, paper goods, & kitchen sanitation supplies. I am asking that each student contribute **\$20.00** toward the cost of demonstrations, and lab supplies. Any remaining funds at the end of the year, we will purchase an apron for your child. **(Lab Fees will not be collected the 1<sup>st</sup> 9 Weeks Due to COVID-19. Parents will be notified when this changes.)**

The goal for Culinary Arts 1 is to have between 8-9 labs per semester. If a student does not complete their in-class academic work or does not meet expectations outlined in this syllabus or in the *Culinary Contract*, they will not participate in the foods lab for that particular week.

**Materials:** 1 folder/binder, 5 dividers, loose-leaf paper, one highlighter, pens, pencils, **(Uniform required if we cook in the kitchens)** head covering for labs (hairnet or bandana), apron, close-toed shoes.

**The Grading Policy:** Grades are entered into FOCUS each Nine Weeks as follows:

- 30% Formative Assessments - Class work, Notebook Checks, and Participation
- 70% Summative Assessments – Projects, Tests, Quizzes, and Food Labs

**FOCUS:** Grades are processed and entered as soon as possible, to the best of my ability. It is **PRIMARILY** the student's responsibility to keep up with their grade status throughout the year, and speak with me regarding any concerns as they occur, outside of instructional/lab time. It is in the parent/guardian's best interest to login and stay informed regarding their students grades. Waiting until the end of the grading period to address grade concerns, does not obligate me to prioritize your issue above all others. Last minute requests also limit or eliminate my ability to make changes or adjustments.

### **Academic Integrity:**

Violations can include plagiarism, cheating, and unauthorized group work on any assignment, project, or test. If a student is caught, the following will occur:

- The student will receive an F with zero credit.
- The citizenship grade will be lowered for the grading period.
- A notice will be recorded with the guidance office.

Any occurrence of academic dishonesty may be reported by the guidance office on college admissions applications.

### **Grade Scale:**

<i>Scholastic</i>	<i>Citizenship</i>
A 90-100	Outstanding Conduct-4
B 80-89	Satisfactory Conduct-3
C 70-79	Conduct Needs Improvement-2
D 60-69	Unsatisfactory Conduct-1
F 0-59	
I Incomplete	

**Make up Work:** It is the responsibility of the student to obtain make up work from the teacher or by logging into Culinary in Canvas. The student has one day from your day of return to make up work; 2 days for 2 days missed, etc....

All tests/quizzes, and labs must be made up no later than 5 days after date of return. A student may be excused from one lab each nine weeks (no penalty). However, upon missing any labs after the allowable one, the lab must be made up at home within 5 days of returning to school. Please go to Canvas and look under important documents to obtain the form.

**Late Work:** Due dates for assignments are posted on Canvas on the weekly calendar. If work is turned in late by one day, the grade will drop 10% points. Every day after, a student will only receive half credit=50 F. Late work will not be collected after one week late.

**Tardiness:** If you are tardy/late to class, you are reported according to Leon High School's policy. If you arrive to class after the bell rings, you must sign in by the door to the classroom in order to be marked present. If you have a pass **CIRCLE** YES/NO and leave pass on my desk. (Tardy=NOT in your seat OR in your kitchen ready to cook, when the tardy bell rings.)

**Absences:** Being present for class is extremely important. There are many activities, including the cooking labs, which cannot be duplicated outside of classroom hours. Per Leon High School's policy, the 4<sup>th</sup> unexcused Tardy will become an unexcused Late; this is equivalent to an unexcused absence. Once a student receives four unexcused absences, the student will receive an attendance failure for the grading period.

Per the Attendance Policy found in the Agenda book; "If a student accumulates 4 or more unexcused absences from any class period during the grading period, that student will be immediately ineligible to participate in any extra or co-curricular activities until absences are excused."

**Hall/Restroom Passes:** Students are expected to use the restroom between classes. In order to monitor students who need to use the restroom, go to guidance, or go to attendance, I have a set of clip on passes. 1 Restroom, 1 Attendance, and 1 Guidance. Students should ask permission before leaving the classroom, take the pass, and return in a timely manner. Misuse of time will result in lack of ability to leave the classroom.

### **Classroom/Lab Rules:**

- 1) Be Respectful
- 2) Be Safe
- 3) Be Responsible

**The following takes place if rules are not followed.**

### **Consequences:**

- 1 - Verbal Warning/Nonverbal cue
- 2 - Student/Teacher Conference – Example: being asked to step in the hall to discuss any issues.
- 3 - Phone Call to Parent/Guardian – will be documented in FOCUS
- 4 – Referral-submitted through FOCUS

### **Expectations for Students in Culinary Arts**

- ✓ Be on time-This means in your seat when the tardy bell rings.
- ✓ Be Respectful.
- ✓ Come to class prepared with paper, pencil, and notebook.
- ✓ Complete assigned work on time. **Excessive amounts of incomplete work will result in loss of participation in cooking labs.**
- ✓ **CELL PHONES:** Use of a cell phone during class time is NOT allowed. A reminder is made at the beginning of class (1<sup>st</sup> warning); if one is seen after the bell rings, I ask that it is put away (2<sup>nd</sup> warning), if it appears again I confiscate it and turn it into the student affairs office and a parent must pick up after school. **Refusal to give school personnel your cell phone will result in an automatic 3-day suspension.**
- ✓ Refrain from eating in class. This includes any food, gum, candy, and drinks unless permission is given during a food lab.
- ✓ Follow all school and district policies related to tardiness, absences, dress code, and electronics, etc...

**Inability to follow these Expectations will result in a lower citizenship grade!**

## Expectations for Students in Culinary Arts Food Preparation Labs (Room 221)

- ✓ **DRESS CODE** (In addition to Leon High School – Standard Code):
  - **Apron** – Culinary Students must provide their own aprons that they will take home and wash for each lab. If no apron is brought, one may be rented for \$1.00 .
  - **Head Covering** (clean bandana/scarf, hair net, or shower cap), **beard guard** (if needed), and **long hair tied back**.
  - **Close Toed Shoes** – Participation in the lab will not be allowed, if close-toed shoes are not worn. We work with knives/heavy equipment/glass, and there is no exception to this rule. An alternative assignment will be provided along with earning a lower amount of passing points.
  - **Short Fingernails, NO Artificial or Painted Nails** – Students must provide their own food prep gloves, if they insist on having long and/or acrylic nails or polish.

(\*If dress code is in violation in any way, 5 points is deducted from the overall lab grade.)

- ✓ Always wash your hands before preparing food; dry hands on a paper towel (not cloth).
- ✓ Wash utensils/equipment in the three-compartment sink (wash, rinse, sanitize).
- ✓ Return all clean utensils/equipment to the appropriate location for air-drying.
- ✓ Ensure all counters, tables, sinks, and stovetops are cleaned and sanitized at the end of the lab.
- ✓ Place all towels and aprons in the appropriate laundry bin at the end of the lab.
- ✓ Follow all lab safety and sanitation rules.
- ✓ Do your assigned job and work cooperatively with your group members.