**SYLLABUS**

**Culinary Arts I**

**INSTRUCTOR: Sandy Osoinach, BS Home Economics Ed., and Culinary Endorsement**

**CONTACT INFORMATION: sosoinach@paulding.k12.ga.us**

**EDUCATIONAL GOALS**

Culinary Arts I is designed to create a complete foundation and understanding of Culinary Arts leading to post-secondary education or a foodservice career. Building from techniques and skills learned in Foundation of Culinary Arts, this fundamentals course begins to involve in-depth knowledge and hands on skill mastery of Culinary Arts. At the end of this course, students will take and pass the ServSafe Manager’s Exam, or equivalent, as a prerequisite for entrance into Culinary II.

***Georgia Performance Stands for this course can be found at the following location:***

*http;//www.gadoe.org/Curriculum-Instruction-and-Assessment/CTAE/Documents/Introdction-to-Culinary-Arts.pdf*

**UNITS OF STUDY**\*\*

1. ServSafe, Safety, and Equipment Usage
* Standards 1, 2, 3
1. Business Math and Kitchen Principles
* Standards 1, 4
1. Application of Cooking Methods: Stocks, Soups, Sauces and Breakfast Foods
* Standards 1, 5, 6
1. Fundamentals of Baking
* Standards 1, 7
1. Nutrition and Menu Planning
* Standards 1, 8, 10
1. Management and Human Relations
* Standards 1, 9, 11

\*\*The teacher reserves the right to alter or change any part of this course syllabus to better suit the needs of the students.

**ABSENCE POLICY**

For every day that a student is absent, he or she is given that many days to complete make-up work up to five (5) days. Make-up work will **NOT** be taken after this time including TESTS. **If you are absent on the day of a test, it is** **YOUR RESPONSIBILITY to schedule a time before/after school to make-up your missed test.**

**HOMEWORK ASSIGNMENTS**

Homework assignments will be given in class in advance with an announced due date. If assignment is not turned in according to assigned due date, it is an automatic 20 point reduction per day that it is late.

**CLASSROOM ASSIGNMENTS**

Classroom assignments given in class are to be turned in the same day assigned. If the assignment was turned in at the end of class, it will result in an automatic 20 point reduction. This might be waived if student was using their time wisely and needed more time. This decision will be at the discretion of the instructor.

**FINAL EXAM**

There will be a comprehensive final examination during the regularly scheduled exam week. Students may exempt final exam if he/she meets the school requirements.

**GRADING AND EVALUATION**

Formative Assignments = 20% (class assignments, homework, minor projects, quizzes)

Summative Assignment = 60% (major projects, labs, and tests)

Final Exam = 20% (final comprehensive major evaluation)

**CHEATING**

Cheating is not tolerated and will result in a zero for all non-group work, quizzes, and tests.

No exceptions!

**MATERIALS AND SUPPLIES**

Textbook: Culinary Essentials JOHNSON & WALES UNIVERSITY

REPLACEMENT COST: $100.00

The following supplies are required for class:

Pen, Pencil, Sharpie, Notebook, Paper, USB Flash Drive, and Uniform

**UNIFORMS**

Each student is required to purchase a chef coat, apron, and hat. Information on ordering uniforms will be provided by instructor. You are welcome to make this purchase through the school or purchase it on your own. Please have all items embroidered with name on it.

**NOTEBOOKS**

Each student is required to keep an organized, 3-ring binder. This will be turned in at midterm and final for a grade.

**WORK ETHICS IN THE CLASSROOM**

A good attitude is important in the workplace. Students will be encouraged to have a positive and helpful attitude toward the culinary class and the learning experience. Our classroom and lab will reflect the world of work and by doing so: students will be expected to act in a professional manner to get the job done with the minimum amount of distractions. As professionals, students will be trained to work in teams. Cooperation, respect for others, respect for themselves, respect for the equipment and tools used in the classroom and lab are key to good work ethics. Students are held responsible for the safety and orderly operation of the class and lab.

**Insubordination: Failure to follow teacher instructions in reference to behavior will result in an immediate referral to administration. It may also lead to not participating in food labs.**

**SAFETY**

You will be given safety and sanitary instruction according to ServSafe Standard Guidelines. Culinary Arts is an inherently dangerous occupation, and safety will be reinforced each day through reminder of establish lab and classroom procedures. If a student consistently fails to heed safety warnings, procedures, and rules he/she may be restricted to class work and even dropped from the class. Disrespect for equipment, horseplay, running, acting in an unprofessional manner, or touching another student for any reason is unacceptable behavior.

**SANITATION IS IMPORTANT!**

Students will be required to actively practice safety and sanitation rules at all times while in the classroom and lab area. Students are required, as part of this course, to actively participate in all activities, including the cleaning of the lab which includes, but limited to, washing dishes, cleaning equipment, and sweeping and mopping floors are just a few of the responsibilities he/she will be responsible for in helping to keep our lab safe.

**CELL PHONE POLICY**

Following the Paulding County policy for cell phone use, cell phone and other electronic device usage is only permitted for educational purposes, and at the discretion of the Instructor. Cell phones should be powered down/off and stowed away during class. \*\***Absolutely no cell phone usage will be allow in the kitchen unless given permission by Instructor.**

**EQUIPMENT**

Our equipment is expensive and dangerous. Please respect all pieces of equipment. You may use anything in the class according to safety guidelines, but you may not take it out of the classroom Theft will be prosecuted both within our school policy and with Paulding County Law Enforcement Officials. **This also includes food items or supplies.**

**CLOTHING REQUIREMENTS**

Loose, baggy clothing, tight or low-cut clothing, and oversized pants that hang exposing underclothing are permitted in the class or lab. This is not professional attire in the work place. Remember, this is a career pathway and clothing needs to reflect professionalism. Also, inappropriate clothing can be hazardous in the kitchen.

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **(Print Legibly)**

**FOOD ALLERGIES: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**REQUIREMENTS TO ENTER LAB: Please be aware of the following items.**

1. Must be in complete uniform: coat, apron, hat and hairnet, closed toed shoes, long pants—no leg exposure. Missing pieces will result in grade loss.
2. **Absolutely no** **sandals or ballet flats allowed in kitchen. Closed toed shoes only (tennis or nonskid shoes).**
3. **Absolutely no** **artificial nails, coatings, or nail polish allowed in kitchen.** You will report to the dish pit to wash dishes. Nails must be trimmed short to prevent foodborne illness.
4. No jewelry in lab except a plain band ring and watch. Please secure jewelry in pockets. Will be happy to lock up along with cell phones if needed.
5. No excessive amounts of cologne or perfume should be worn in the lab.

**STUDENT**

* I have read the above guidelines and understand to do my best in Chef Osoinach’s class.
* I will follow the rules of instruction, be respectful to others, and work together with my peers to make this a productive and successful year.
* I am responsible for bringing materials for class and lab each day.

Student Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PARENT/GUARDIAN**

* I have read the above guidelines stated above.

Parent Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Best way for Chef Osoinach to contact me:

Parent(s) Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cell Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**“PARENTS AND TEACHERS WORKING TOGETHER…THIS IS THE RECIPE FORE SUCCESS.”**