

Jasper High School of Culinary Arts 2018-2019 Syllabus

Please read this document, sign and return the form on the last page.

Instructor: Chef Marulynn Lockett

Phone: 205.221.9277 Ext. 64079

Grades: 9th-12th

Email: mlockett@jasper.k12.al.us

Classroom: D-102 /LAB D-101

Credit: All Courses are 1-Credit (18Wks)

Courses: Hospitality & Tourism Foundations/Courses in Sequence: Culinary I/Culinary II, Senior Project).

Textbooks: Foundations of Restaurant Managements & Culinary Arts Level 1 (National Restaurant Association) Supplemental Textbooks: Culinary Essentials (Johnson & Wales) and ServSafe 7th Edition.

Courses are designed to move students along the each course which increases student's chances of being proficient in high school level and prepares students for post-secondary colleges, universities, and the Food Industry. Courses must be taken in order as shown below:

- **Hospitality and Tourism Foundation** (HTF)
- **Culinary/Pastry I**
- **Culinary/Pastry II**
- **Event Planning**

Basic Instructional Philosophy:

Students are expected to do four main things:

1. Meet all course and integrated curriculum requirements through a combination of study, project-based learning, and hands-on practice.
2. Follow all classroom and lab safety and sanitation procedures at all times.
3. Follow a professional code of conduct as set by foodservice and hospitality industries.
4. Required Course Fees (See Chef Lockett);
 - a. Event Planning \$25 (No cooking unless you have completed HTF/Culinary I and/or II)
 - b. Hospitality \$30
 - c. Culinary I \$50
 - d. Culinary II \$50

Program goals:

1. To empower each student to succeed after high school in the foodservice industry.
2. To provide students with the skills and abilities needed for careers in the foodservice and hospitality industries.
3. To enhance the community's human resources through education.
4. To acquire and use the following soft skills: communication, teamwork, problem-solving, critical-thinking, integrity, ethics, perseverance, commitment, leadership, character, and motivation.

Course Goals:

This course enables students to:

1. Manage resources effectively to meet industry needs for food and hospitality service provision.
2. Use critical and creative thinking to overcome real-life challenges in foodservice, hospitality and tourism industry environments.
3. Function effectively as providers and evaluators of food, hospitality and tourism goods and services.

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4. Enhance intellectual and moral/cognitive development in a controlled setting that reinforces professional behavior and teaches usable skills related to culinary arts, hospitality and tourism.

Class Procedures:

- SAFETY FIRST! Follow all safety procedures at all times.
- RESPECT yourself, respect others, and respect the name of WHS.
- NO CELL PHONE USAGE IN CULINARY CLASSROOMS OR LABS!
- COME PREPARED. Arrive dressed for lab. Enter the room quietly and on time and have a seat.
- FOLLOW INSTRUCTIONS. Pay attention during instruction.
- WAIT YOUR TURN. Raise your hand and wait for Chef Lockett to acknowledge you before speaking. Ask questions after listening.
- Chef Lockett determines team assignments. She reserves the right to reassign teams as deemed necessary. All teams must stick together; no switching without prior approval!
- School issues laptops/or electronic devices will be used frequently during class all courses.
- All students and their parents must read, and sign and return the syllabus. 100pts will be given with a parent/guardian signature. **Required**

Additional Lab Procedures:

- All class procedures apply during foods lab.
- No food will be allowed to be taken out of culinary labs.
- Students are expected to arrive early on lab days to put on uniforms (chef coats and hat). Students are required to wear closed toed shoes in on lab days. If you fail to dress for lab, you may detail clean for partial credit.
- All chef coats and hats will be checked out and returned at the end of class on lab days. Any damage to chef coats and hats will be at the student's (parent/guardian) expense.
- All knives and some tools must be checked out by an assigned team member before each use and returned clean to the correct drawer at the end of class.
- All students are responsible for cleaning their work station as they work.
- Hair must be pulled back, head must be covered, and fingernails must be trimmed short. NO EXCEPTIONS!

Attendance and makeup work policy:

Please reference Jasper City Schools Parent/Student handbook for attendance and make-up work policies. Arrangements to make up excused missed work will be at the teacher's discretion and must be made by personal meeting with Chef Lockett.

Assessment Procedures and Grades:

Final grades are determined as follows:

• Individual Grade	100%
○ Individual sections of lab rubrics	
• Teamwork	100%
○ Team sections of lab rubrics (50)	
○ Group projects (50)	
Safety and Sanitation Test (required before entering culinary labs)	100%
Project-Based Learning (PBL) Projects	100%
Pre/Post Test (Benchmark)	100%
Midterm /Final (PBL/Portfolios w/Rubrics)	100%
Total	100%

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**All students must pass the Safety & Sanitation Test with 100% accuracy before engaging in any lab activity. Your grade on the Safety & Sanitation Test category will be equal to the score on your final attempt.

Dress Code for Labs:

1. Long hair (pass ears) must be tied back. Student's head must be covered at all times with a uniform cap/net-NO EXCEPTIONS!
2. Fingernails must be trimmed short. Painted fingernails must wear gloves.-NO EXCEPTIONS!
3. The standard uniform for JHS Culinary Arts consists of:
 - a. Black/White chef's jacket (provided)
 - b. Uniform cap (provided)
 - c. Black pants-(students are required to purchase any type)
 - d. Slip-resistant closed-toed work shoes- (students are required to purchase)
4. Chef's jacket must be worn buttoned up with a t-shirt that meets dress code requirements.
5. Black leather or hard plastic non slip closed-toed shoes must be worn in lab at all times. Work shoes must cover the entire top of the foot and heel. NO EXCEPTIONS!

Professional Conduct: 3 Easy Rules

The JHS Culinary Arts program and Viking Rock Café provides students with unique opportunities to work in our Career & Technical Education (CTE) Simulated Workplace. With these opportunities comes responsibility. Therefore, Chef Lockett expects each student to follow the same code of professional conduct that she herself follows:

Respect Yourself

- Practice safety, sanitation, and good personal hygiene.
- Keep your personal business to yourself.
- Work toward your personal best. Have confidence in your work, and listen to constructive criticism (you can decide for yourself whether to accept it).

Respect the Rights of Others

- Listed below are 7 basic types of behavior that violate other peoples' rights.
- **DO NOT:**
 1. **Disrupt** the class or interfere with others' learning in any way.
 2. **Damage** anything that doesn't belong to you.
 3. **Impose** any part of yourself, your property, or any sight, smell, sound, etc. that others don't want to experience.
 4. **Harm** or cause fear of harm to another.
 5. **Misrepresent** actual facts or circumstances.
 6. **Engage in Horseplay** or any other behavior that doesn't belong in this class.
 7. **Possess** anyone else's property without the express permission of the owner.
 8. **Bullying-ZERO TOLERANCE**

Respect the name of Jasper High School

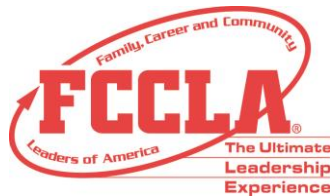
- Follow all school rules as stated in the Parent/Student Handbook.
- JHS is here to provide you with an education; be proud of what you learn here.
- Even after you walk out the door, you are still a JHS Culinary Arts student. We expect each other to conduct ourselves accordingly even when we're not in class.

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Discipline Procedure:

If you fail to practice professional conduct, this progressive discipline procedure will be followed:

1. First offense: Chef Lockett will give verbal warnings, change seating, and document.
2. Second offense: Chef Lockett will attempt to contact parent (phone or email); discipline referral as per student handbook.
3. Third offense: Chef Lockett will send student to appropriate administrator with additional documentation.



Family, Career, and Community Leaders of America (FCCLA) - Career and technical student organizations (CTSO's) are integral, co-curricular components of each career and technical education course. These organizations serve as a means to enhance classroom instruction while helping students develop leadership abilities, expand workplace-readiness skills, and broaden opportunities for personal and professional growth.

FCCLA's Mission is to promote personal growth and leadership development through Family and Consumer Sciences Education. Focusing on the multiple roles of family member, wage earner and community leader, members develop skills for life through: character development, creative and critical thinking, interpersonal communication, practical knowledge, and career preparation.

Please read and sign JHS Culinary Arts 2018-2019 Syllabus. Student will receive 100 Bonus points.

By signing below the student (s) and parent/guardian (s) acknowledges, understands, support, and comply with all of the information within this syllabus. Syllabus may or will be adjusted as deemed necessary by instructor. If you have any questions or concerns, do not hesitate to contact me through my email mlockett@jasper.k12.al.us. Please join your child (ren)s Edmodo class code, it will be sent home within the first week of class. I look forward to working you and your child (ren).

_____	_____	_____
Student Name (Print)	Student Signature	Date
_____	_____	_____
Parent/Guardian Name (Print)	Parent/Guardian Signature	Date