

WARREN COUNTY SCHOOL DISTRICT
PLANNED INSTRUCTION

COURSE DESCRIPTION

Course Title: Food Service Production and Management (Institutional Food Worker)

Course Number: 00906 AM and 00956 PM

CIP # 12.0508

Course Prerequisites: It is the recommendation that a student successfully complete 6 credits upon entering as a sophomore and 13 credits if entering as a junior. The student will begin at level one and sequentially move through to level three. All students are expected to adhere to the established safety and dress procedures. Students will be expected to wear the proper uniform, shoes and hairnets. Restrictions in dress include, but are not limited to jewelry of any kind. A student must also be able to understand and perform all safety regulations.

Course Description:

The food production and management program is an instructional program that prepares students for employment and /or post-secondary training related to commercial, institutional, and other food industry occupations at entry level. Instructional and specialized learning experiences include: theory and applications related to planning, selecting, purchasing, preparing (cooking and baking), nutrition, and serving of quality food and food products. The students will learn the use and care of commercial equipment, hotel restaurant institutional management, HACCP-Hazard Analysis, the Critical Control Points Program, and the students will earn their Food Safety certification Training (Serve Safe). Practical experience is a major part of the course through the operation and management of a complete restaurant and kitchen facility. Upon completion of this three-year program, students will be prepared for entry-level positions in the food service industry or hotel restaurant industry or advanced study at a culinary institute or college.

Suggested Grade Level: 10, 11, 12

Length of Course: One Semester Two Semesters 6 Semesters

Units of Credit: 3 per year/ 9 total

PDE Certification and Staffing Policies and Guidelines (CSPG) Required Teacher Certification(s)

(Insert certificate title and CSPG#) Family & Consumer Sciences 5600, Vocational-Intern/Instructor 2600.

Instructional (degree program), Vocational-Instructional (non-degree program).

Certification verified by WCSD Human Resources Department:

 x Yes No

Board Approved Textbooks, Software, and Materials:

Title: Culinary Essentials
Publisher: The McGraw Hill Companies, Inc.
ISBN #: 0-07-869070-6
Copyright Date: 2006 by the McGraw-Hill Companies, Inc.

Title: Culinary Essentials
Publisher: The McGraw Hill Companies, Inc.
ISBN#: 978-0-07-888359-0
Copyright Date: 2010 by the McGraw-Hill Companies, Inc.

Title: Hospitality & Tourism
Publisher: The McGraw Hill Companies, Inc
ISBN#: 978-0-07-868296-4
Copyright Date: 2005 by the McGraw-Hill Companies, Inc.

Title: Hospitality & Tourism Exam Viewer CD Rom
Publisher: The McGraw Hill Companies, Inc.
ISBN#: 978-0-07-868815-7
Copyright Date: 2005 by the McGraw Hill Companies, Inc.

Board approved: March 14, 2011

BOARD APPROVAL:

Date Written: February 2011
Date Approved: March 14, 2011
Implementation Year: August 2011

Suggested Supplemental Materials:

- Cake decorating video
- Hotel/Restaurant Management videos
- Kitchen Lab videos

Course Standards

PA Academic Standards:

(See attached state framework with course strands and accompanying time frame allotments.)

WCSD Academic Standards:

NA

Industry or Other Standards:

(See attached state framework with course strands and accompanying time frame allotments.)

Academic Standards for Career Education and Work:

- 13.1 Career Awareness and Preparation
- 13.2 Career Acquisition
- 13.3 Career Retention and Advancement
- 13.4 Entrepreneurship

SPECIAL EDUCATION AND GIFTED REQUIREMENTS

The teacher shall make appropriate modifications to instruction and assessment based on a student's Individual Education Plan (IEP) or Gifted Individual Education Plan (GIEP).

SPECIFIC EDUCATIONAL OBJECTIVES/CORRESPONDING STANDARDS AND ELIGIBLE CONTENT WHERE APPLICABLE

(List Objectives, PA Standards, Other Standards)

(See attached state framework with course strands and accompanying time frame allotments.)

Objectives:

The student will be able to:

1. Practice safety and sanitation standards for food production
2. Select and use the proper equipment needed in food labs
3. Read and prepare a standardized recipes
4. Evaluate a food products according to standards
5. Select the proper grades of food products
6. Problem solve typical food production problems
7. Identify and prepare American and European settings
8. Employ proper serving techniques
9. Determine the cost factors in food production
10. Use proper communication skills with guests and fellow employees
11. Follow nutritional guidelines
12. Demonstrate the multiple tasks of a food service worker

Food Production and Management Safety Program

1. General Safety Kitchen Labs
2. Daily safety requirements
3. Class safety and sanitation requirements
4. Safety modules from textbook and interactive video programs including assessment
5. HACCP (Hazard Analysis Critical Control Points) instructional series
6. Serve Safe Certification

ASSESSMENTS:

PSSA Assessment Anchors Addressed: The teacher must be knowledgeable of the PDE Assessment Anchors and/or Eligible Content and incorporate them into this planned instruction. Current assessment anchors can be found at pde@state.pa.us

The teacher will develop and use standards-based assessments throughout the course.

Formative Assessments:

- Quizzes
- Written Tests
- Teacher monitoring and assessment of hands-on-activities (Food Lab assignments)

Summative Assessments:

- Teacher monitoring of student work and performance evaluation checklist and/or competency check list
- NOCTI (National Occupational Competency Testing Institute) test is given to program participants
- Serve Safe Certification

Portfolio Assessment: X Yes No

District-wide Final Examination Required: X Yes No

Course Challenge Assessment: N/A

REQUIRED COURSE SEQUENCE AND TIMELINE

(Content must be tied to objectives)

Content Sequence	Dates
Year One	
I. Orientation: A. Identify the Food Service industry B. Identify the people of Food Service C. Identify Food Service careers	
II. Hygiene, Sanitation: A. Identify terms and definitions B. Practice personal hygiene, kitchen safety practices C. Identify fire safety, sanitizing practices	
III. Tools and Equipment: A. Identify terms and definitions B. Identify knives and small kitchen tools C. Identify small and large Food Service equipment D. Operate and clean dishwasher, coffee machine and serving equipment	

- IV. Products of the Bake Station:**
- A. Identify terms and definitions related to baking
 - B. Identify baking techniques
 - C. Identify abbreviations, standard measurements, bake scale
 - D. Prepare the three basic types of cookies
 - E. Demonstrate loading and unloading oven racks
- V. Prepare Miscellaneous Food Items:**
- A. Make cooked pudding, custards
 - B. Make coffee, tea and other beverages
 - C. Make dessert sauces
- VI. Cake and Specialty Desserts:**
- A. Identify terms and definitions
 - B. Identify equipment used in decorating
 - C. Prepare decorating icing and cake layers for decorating
- VII. Breakfast Preparation and Batter Cooking:**
- A. Prepare breakfast eggs, meats, potatoes, toast and English muffins
 - B. Prepare fruit juices and cereals
 - C. Identify and describe types of batters
 - D. Prepare pancakes, waffles, crepes
 - E. Prepare batters for batter dipped recipes
 - F. Prepare batter for fritter batter and dumpling recipes
- VIII. Table Service/ Bus Person:**
- A. Identify terms and definitions
 - B. Identify different types of service
 - C. Set a table using standard techniques
 - D. Greet and seat guests
 - E. Demonstrate carrying a loaded tray
 - F. Write a guest order, using a guest check
 - G. Operate cash register, demonstrate making change
 - H. Demonstrate safety and sanitation practices
 - I. Demonstrate cleaning tables; loading bus boxes
- IX. Dish Worker:**
- A. Demonstrate safety and sanitation practices used in the dish station
 - B. Describe proper water temperatures
 - C. Demonstrate dishwashing machine operation; racking and stacking
 - D. Demonstrate safety practices when using disinfecting agents
 - E. Demonstrate the use of a three-bin sink
- X. Breads and Biscuits:**
- A. Identify and describe use of baking ingredients
 - B. Prepare quick breads, cake and yeast-type donuts
 - C. Demonstrate the principle of yeast fermentation

XI. Prep Station (Cooks Helper):

- A. Weigh and measure foods
- B. Demonstrate portion control using scales, measures and ladles
- C. Cut fresh produce
- D. Bread/batter foods
- E. Demonstrate correct storage and labeling of foods

XII Pastry Helper:

- A. Prepare pie dough, pie fillings, (fruit, custard, creams)
- B. Prepare two crusts, one crust pie recipes
- C. Prepare pastries
- D. Prepare fruit cobblers and crepes
- E. Prepare yeast dough, bread and rolls

Year 2

I. Safety and Sanitation:

- A. Describe and apply principles of food poisoning prevention
- B. Know correct procedures to avoid accidents
- C. Identify the five HACCP Principles
- D. Establish a record keeping system to document HACCP system
- E. Introduction to Serve Safe

II. Tools and Equipment:

- A. Process foods in pots and pans
- B. Operate and clean: ovens, gas ranges, grills, fryers, meat slicers and food choppers
- C. Operate broilers and microwave ovens

III. Herbs Spices and Seasonings:

- A. Identify characteristics and uses of herbs
- B. Identify characteristics and uses of spices
- C. Season food with herbs and spices
- D. Vegetable and potato preparation
- E. Prepare fresh, frozen, dried, and canned vegetables
- F. Prepare all types of potatoes

Fruit, Appetizers, Salads and Salad Dressing:

- A. Identify types of fruit and describe common uses
- B. Receive, grade and store fruit
- C. Prepare: fruit recipes, appetizers (hot and cold), spreads, relishes, dips and garnishes
- D. Prepare leaf greens, vegetables, gelatins, salad meats, and salad dressings

IV. Cheese Preparation:

- A. Identify characteristics and uses of cheese
- B. Prepare hot and cold foods with cheeses

V. Prepare and Cook Sandwiches:

- A. Slice meat cheese and other items
- B. Prepare and assemble cold, hot, and grilled sandwiches
- C. Demonstrate safety when using meat slicers

- VI. Soups and Stocks:**
 - A. Prepare thin and thick soups
 - B. Prepare white and brown stocks
 - C. Prepare chicken, beef, vegetable, and fish stock

- VII. Pasta Preparation:**
 - A. Prepare fresh, frozen, dried, and canned vegetables
 - B. Prepare all types of pastas

- VIII. Grand Sauces and Gravies:**
 - A. Demonstrate knowledge of grand sauces
 - B. Prepare: roux thickening sauces, tomato sauces, hollandaise, sauces, and gravies

- IX. Nutrition:**
 - A. Identify terms and definitions
 - B. Identify food nutrients
 - C. Identify food guide pyramid

- X. Planning Meals:**
 - A. Demonstrate knowledge of different factors which influence food habits
 - B. Apply the basic food groups to meal planning
 - C. List and describe the importance of nutrients in diets
 - D. Determine recipe yields
 - E. Adjust recipes to group sizes
 - F. Convert ingredients into large and smaller equivalents
 - G. Use liquid and dry measures
 - H. Make recipe emergency substitutions

Year 3

- I. Safety and Sanitation:**
 - A. Complete 30 hours of Food Safety Certification Program

- II. Meats and Poultry Products:**
 - A. Prepare beef
 - B. Identify various cuts of veal
 - C. Identify various cuts of pork
 - D. Identify cuts of lamb
 - E. Prepare chicken and turkey
 - F. Identify various cooking methods for duck and goose

- III. Fish and Shellfish:**
 - A. Identify and describe the variety and market forms of fish
 - B. Purchase and store shellfish
 - C. Prepare fresh water fish (lean and fat)
 - D. Prepare salt water fish (lean and fat)
 - E. Prepare mollusks
 - F. Prepare shellfish

IV. Restaurant Management:

- A. Price orders
- B. Balance the day's receipts
- C. Calculate portion costs
- D. Determine food cost percentage
- E. Price menus
- F. Calculate profit and loss
- G. Plan and organize a banquet

V. Introduction to Hospitality Industry:

- A. Define the term hotel and classifications of hotels
- B. Know front of the house operations
- C. How to interact with customers
- D. Know the importance of safety in the hospitality industry
- E. Understand the role of housekeeping in the hospitality industry
- F. Target Markets (awareness of):
 - 1. Convention Hotels
 - 2. Conference Centers
 - 3. Residential Hotels
 - 4. Resort Hotels
 - 5. Casino Hotels
 - 6. Bed & Breakfasts

VI. Job Seeking/Keeping Skills:

- A. Complete employment applications
- B. Prepare resume
- C. Write letter to express interest in employment
- D. Interview for employment

Program of Study/CIP competencies Integrated in the Standards

		Career Standards	Science & Technology	Math	Reading	Common Core Standards	Industry Standards	Industry Certifications
100	FOLLOW SAFETY PROCEDURES	13.1.11	3.2.12 D	M11.A .2.1.1	1.1.11 A	R2, 7, 10 W2,8, 10 M.N- Q.3 M.S- MD.5D	X	*
200	FOLLOW SANITATION PROCEDURES		3.2.12 D	M11B. 2.1.1	1.1.11 A, H	R2, 7, 10 W2,8, 10 M.N- Q.3 M.S- MD.5D	X	*
300	DEMONSTRATE KNOWLEDGE OF THE FOOD INDUSTRY	13.1.11 A-H 13.2.11 G	3.2.12 D	M11.A .3.1	1.5.11 B	R2, 7, 10 W2,8, 10 M.N- Q.3 M.S- MD.5D M.S- 7D	X	
400	PURCHASING, RECEIVING AND STORAGE PROCEDURES	13.2.11 G		M11.A .2.1.1	1.1.11 A	R2, 7, 10 W2,8, 10 M.N- Q.3 M.S- MD.5D M.S- 7D	X	*
500	DEMONSTRATE SKILL IN GARDE MANGE			M11.A .2.1.1	1.1.11 A	R2,7,1 0 W2,8,1 0 M.N- Q.3		
600	DEMONSTRATE USE AND CARE OF CUTTING TOOLS & UTENSILS		3.8.12 B	M11.A .2.1.1	1.1.11 A-D	R2, 7, 10 W2,8, 10 M.N- Q.3 M.S- MD.5D M.S- 7D	X	

700	DEMONSTRATE USE AND CARE OF MECHANICAL FOOD PREPARATION EQUIPMENT	13.2.11 E	3.2.12 D	M11.A .2.1.1	1.1.11 A	R2, 7, 10 W2,8, 10 M.N- Q.3 M.S- MD.5D M.S- 7D	X	
800	FOLLOW STANDARDIZED RECIPES		3.2.12 D	M11.A .2.1.2	1.1.11 A-D, H	R2, 7, 10 W2,8, 10 M.N- Q.3	X	
900	DEMONSTRATE KNOWLEDGE OF NUTRITION		3.2.12 D	M11.A .2.1.1	1.1.11 A	R2, 7, 10 W2,8, 10 M.N- Q.3 M.S- MD.5D M.S- 7D	X	
1000	PREPARE BREAKFAST FOODS		3.2.12 A,B,D	M11.A .2.1.1	1.1.11 A	R2, 7, 10 W2,8, 10 M.N- Q.3		
1100	DEMONSTRATE KNOWLEDGE OF BEVERAGES			M11.A .2.1.1	1.1.11 A	R2, 7, 10 W2,8, 10 M.N- Q.3		
1200	PREPARE VEGETABLES AND FRUITS		3.7.12 A,B	M11.A .2.1.1, M11.D .4.1.1	1.1.11 A	R2, 7, 10 W2,8, 10 M.N- Q.3	X	
1300	PREPARE PASTA AND RICE			M11.A .2.1.1	1.1.11 A	R2, 7, 10 W2,8, 10 M.N- Q.3	X	
1400	PREPARE CHEESE		3.7.12 B	M11.B. 2.1.1 M11.A .2.1.1	1.1.11 A	R2, 7, 10 W2,8, 10 M.N- Q.3		

1500	PREPARE SALADS, FRUITS, AND SALAD DRESSINGS		3.7.12 B	M11.A .2.1.1	1.1.11 A	R2, 7, 10 W2,8, 10 M.N- Q.3	X	
1600	PROPERLY ADD SEASONINGS TO FOODS			M11.A .2.1.1	1.1.11 A	R2, 7, 10 W2,8, 10 M.N- Q.3	X	
1700	PREPARE STOCKS, SOUPS AND SAUCES		3.2.12 D	M11.A .2.1.1	1.1.11 A	R2, 7, 10 W2,8, 10 M.N- Q.3	X	
1800	PREPARE INTERNATIONAL CUISINE		3.7.12 B	M11.A .2.1.1	1.1.11 A	R2, 7, 10 W2,8, 10 M.N- Q.3		
1900	IDENTIFY, PREPARE AND COOK MEATS		3.7.12 A,B 3.8.12 B	M11.A .2.1.1, M11.D .4.1.1	1.1.11 A	R2, 7, 10 W2,8, 10 M.N- Q.3	X	*
2000	PREPARE POULTRY		3.7.12 A,B 3.8.12 B	M11.A .2.1.1, M11.D .4.1.1	1.1.11 A	R2, 7, 10 W2,8, 10 M.N- Q.3	X	*
2100	PREPARE SEAFOOD		3.7.12 A,B 3.8.12 B	M11.A .2.1.1, M11.D .4.1.1	1.1.11 A	R2, 7, 10 W2,8, 10 M.N- Q.3	X	*
2200	DEMONSTRATE SKILL IN BASIC BAKING PRACTICES	13.1.11 A-H	3.2.12 D	M11.A .3.1	1.5.11 B	R2, 7, 10 W2,8, 10 M.N- Q.3	X	

2300	PLAN AND COST MENUS		3.8.12 B 3.1.12 D	M11.A .3.1	1.5.11 B	R2, 7, 10 W2,8, 10 M.N- Q.3 M.S- MD.5D M.S- 7D	X	
2400	PERFORM INSTITUTIONAL FOOD SERVICE PROCEDURES	13.1.11 A-H	3.2.12 D	M11.A .3.1	1.5.11 B	R2, 7, 10 W2,8, 10 M.N- Q.3 M.S- MD.5D M.S- 7D	X	
2500	PERFORM "FRONT- OF- THE- HOUSE" OPERATIONS	13.1.11 A-H	3.2.12 D	M11.A .3.1	1.5.11 B	R2, 7, 10 W2,8, 10 M.N- Q.3 M.S- MD.5D M.S- 7D	X	
2600	PERFORM DINING ROOM SERVICE	13.1.11 A-H	3.2.12 D	M11.A .3.1	1.5.11 B	R2, 7, 10 W2,8, 10 M.N- Q.3 M.S- MD.5D M.S- 7D	X	
2700	DEMONSTRATE SKILL IN THE USE OF A PERSONAL COMPUTER	13.2.11 G	3.7.10 C - E			R2, 7, 10 W2,8, 10 M.N- Q.3 M.S- MD.5D M.S- 7D		
2800	HOSPITALITY INDUSTRY	13.1.11 A-H, 13.2.11 A-E, 13.3.11 A-G	3.1.12 A	M11.A .2.1.1	1.1.11 A	R2, 7, 10 W2,8, 10 M.N- Q.3 M.S- MD.5D M.S- 7D	X	

Reading, Writing and Math Common Core Standards = R, W or M

* Serve Safe certification and HACCP Certification (Hazard Analysis Critical Control Points)

WRITING TEAM: Clinton Salapek, Sylvia Larson, Daniel K. Passmore, Food Production Management/Pre-Culinary OAC, and Academic Teacher Coaches

WCSD STUDENT DATA SYSTEM INFORMATION

1. Is there a required final examination? X Yes No
2. Does this course issue a mark/grade for the report card? X Yes No
3. Does this course issue a Pass/Fail mark? Yes X No
4. Is the course mark/grade part of the GPA calculation? X Yes No
5. Is the course eligible for Honor Roll calculation? X Yes No
6. What is the academic weight of the course?
 No weight/Non credit X Standard weight
 Enhanced weight