HTF: Restaurant, Food, and Beverage Services

(Hosp/Tour CTE Lab)

Simulated Workplace: "Viking Rock Café"

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

Instructor: Chef Marulynn Lockett
Email: mlockett@jasper.k12.al.us
Phone: 205.221.9277
Classroom: D-102 /LAB D-101
Grades: 9th-12th
Planning: 4th Block (1:21-2:55)
Credit: All Courses are 1-Credit (18Wks)

Courses: Hospitality & Tourism Foundations/Courses in Sequence: Culinary I/Culinary II/HTF CTE Lab/Senior Career Pathway Project). PROSTART Textbooks: Foundations of Restaurant Managements & Culinary Arts Level 1 2nd Ed. (National Restaurant Association) Supplemental Textbooks: ServSafe 7th Edition and Guest Services GOLD: Golden Opportunities

JHS School Culinary Arts: Viking Rock Caféé: A Simulated Workplace- through the JCS-JHS Simulated Workplace Program[1]Our local business and industry experts identify effective Career and Technical Education (CTE) programs that meet the needs of tomorrow's workforce. Integrating these authentic business practices statewide gives secondary students access to the necessary skill sets, certifications and academics needed to be successful in the restaurant and food industries.

Courses designed to move students along 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. Course taken in order with a passing as shown below. Higher-level courses Culinary I, Culinary II, CTE Lab, and Senior Career Project passing grade, and must be 90 or higher. **All students are required to participate in any/all catered events through our Viking Rock Caféé-Simulated Workplace**.

- **Hospitality and Tourism CTE Lab** -(Pre-requisite: Culinary II)-Viking Rock Café: A Simulated Workplace- must pass with 95 or better for next course: Career Pathway Project or

Students expected to do four main things:

1. Meet all course and integrated curriculum requirements through a combination of study, project-based learning, portfolio's and hands-on practice.
2. Follow all classroom, lab safety, and sanitation procedures.
3. Follow a professional code of conduct as set by the food service and hospitality industries.
4. Required Course Fees (See Chef Lockett); \
    a. **Career Pathway Project: $30.00**

Course Goals: Viking Rock Caféé: A Simulated Workplace
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.
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.
5. **Credential Offered: ServSafe Manager, Food Handler, and Guest Services Gold Professional (GSGP)**

[1] West Virginia Simulate Workplace Model

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Class Procedures: Viking Rock Caféé: A Simulated Workplace

- SAFETY FIRST! Always follow all safety procedures.
- 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 all courses.
- All students and their parents must read, and sign and return the syllabus. 100pts with a parent/guardian signature. **Required**

Additional Lab Procedures: Viking Rock Caféé: A Simulated Workplace

- All class procedures apply during foods lab.
- No food out of culinary labs.
- Students expected to arrive early on lab days to put on uniforms (chef coats and hat). Students are required to wear closed toed shoes on lab days. If you fail to dress for lab, you may detail clean for partial credit.
- All chef coats and hats 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 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 workstation as they work.
  Hair pulled back, head covered and fingernails trimmed short and/or gloves worn.

Attendance and makeup work policy: Viking Rock Caféé: A Simulated Workplace

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

Anchor Assignments: Embedded Numeracy and Literacy (Required)

- VRC "Hot Snacks"-Viking Rock Café "Hot Snacks" sold after school to students, faculty, staff, and community on Mondays, Wednesdays, and Fridays throughout the school year.
- Food Truck PBL- is a cumulative project, which starts in the fall and finishes in the spring. Students create a food truck business which includes the following:
  - Name/Theme/Menu
  - Business Plan (Budget/Marketing/Research/Human Resources)

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Assessments Procedures and Grades: Viking Rock Caféé: A Simulated Workplace
Available Certifications: ServSafe Mangers (Culinary Arts I/II; CTE Lab and Senior Career and Certified Guest Service Gold Professional (HTF/Event Planning)

Final grades are determined as follows:

• Individual Grade/Assignments o Weekly/daily o Individual/group	25%
• Viking Rock Cafe o Catered Events o Hot Snacks o Food Truck	75%
Safety and Sanitation Test **(@100% before entering culinary labs)	"
Project-Based Learning (PBL) Projects	"
Pre/Post Test (Benchmark)	"
Midterm /Final (CTE Portfolio's w/Rubrics) All advanced courses	"
Total	100%

**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: Viking Rock Caféé: A Simulated Workplace

1. Long hair (pass ears) tied back. A student's head must be always covered with a uniform cap/net- NO EXCEPTIONS!
2. Fingernails must be clean, trimmed, and 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/hair net (provided)
    c. Black pants- (students are required to purchase any type)
    d. Slip-resistant closed-toed work shoes- (students are required to purchase)
4. A chef's jacket worn buttoned up with a t-shirt that meets dress code requirements.
5. Black leather or durable plastic nonslip closed-toed shoes always worn in the lab. Work shoes must cover the entire top of the foot and heel. NO EXCEPTIONS!

Tutoring/Extra Help Opportunities *–students can receive tutoring before or after school. ELL students and special education with IEP, 504, and other services scheduled based on availability of assigned certified educator.*

***Professional Conduct*: 3 Easy Rules Viking Rock Café: A Simulated Workplace**

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The JHS Culinary Arts program and Viking Rock Caféé provide students with unique opportunities to work in our Career & Technical Educations (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:

1. **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)
2. **Respect the Rights of Others**

    Listed below are seven basic types of behavior that violate other peoples 'rights.

    DO NOT:
    - **Disrupt** the class or interfere with others' learning in any way.
    - **Damage** anything that does not belong to you.
    - **Impose** any part of yourself, your property, or any sight, smell, sound, etc. that others do not want to experience.
    - **Harm** or cause fear of harm to another.
    - **Misrepresent** facts or circumstances.
    - **Engage in Horseplay** or any other behavior that does not belong in this class.
    - **Bullying-ZERO TOLERANCE**

3. **Respect the name of Jasper High School**
    - Follow all school rules, attendance, and dress code 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 are not in class.

Discipline Procedure: Please see the current JHS Parent/Student Handbook

If you fail to practice professional conduct, the following progressive discipline procedure followed:

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

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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 to enhance classroom instruction while helping students develop leadership abilities, expand workplace-readiness skills, and broaden opportunities for personal and professional growth. There is an additional fee of $30. The fee covers state and national dues as well as an FCCLA t-shirt. FCCLA meetings scheduled the first Tuesday of every month during class time, Viking Block, before or after school when available.

FCCLA's Mission is to promote personal growth and leadership development through Family and Consumer Sciences Education. Focusing on the multiple roles of family members, 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 the JHS Restaurant, Food, and Beverage Services Syllabus. Student will receive 100 Bonus points when turned in by due date.

JHS Culinary Arts Program is a <u>Simulated Workplace</u>, which operates as a small business. Students are required to participate in any/all catered events before, during and after school, as well as weekends and some holidays depending on what is scheduled. Notices (permission slips) sent 1-2 weeks in advance. These events are all/part of the course Mid-Terms/Final exams assessed by a grading rubric.

By signing this contract, the student (s) and parent/guardian (s) acknowledges, understands, supports, and comply with all the information within this syllabus. Syllabus adjusted as deemed necessary by instructor. If you have any questions or concerns, do not hesitate to contact me through email mlockett@jasper.k12.al.us.

Please join your child (ren)s Google Classroom code, it will be sent home within the first week of class. I look forward to working with you and your child (ren).

_____ _____

Student Name (Print) Student Signature Date

_____ _____

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

PLEASE RETURN THIS PAGE SIGN BY LEGAL PARENT/GUARDIAN TO RECEIVE A 100