



Page High School Sand Devils



Culinary Arts 2 Dual Enrollment - CCC HRM 140 & 240

Instructor: Wyatt Swinton

Office Hours: Monday and Wednesday 3:40 - 4:25 pm

Phone: (928) 608 - 4100 Ext:5801

Email: wswinton@pageud.org

COURSE DESCRIPTION:

Culinary Arts is a two-year program that prepares students for a variety of occupations in the hospitality and food service industries. Students will learn food preparation, sanitation and safety, nutrition, basic baking, dining room service, menu planning, purchasing, receiving, inventory, and storage, human relations and garde manger. Students have the opportunity to showcase these skills through several catering events within the school and community.

CLASSROOM PHILOSOPHY:

I believe students need to learn and work in a "real-life" setting to better prepare themselves for the outside world. I hope to provide the guidance, setting, and work for them to apply culinary skills in a professional manner.

To be successful in this class, students need to be here, be on time and ready to work! Students need to work harmoniously in the classroom and the kitchen with others and build a positive community of Culinary Arts Student-Professionals!

MAJOR STANDARDS OF INSTRUCTION:

The Culinary Arts program is based on Competencies developed by the Arizona Department of Education. [Culinary Arts Standards](#)

Culinary 2 units

1. Kitchen and Food Safety
2. ServSafe
3. Quick Breads
4. Yeast Breads
5. Cakes
6. Chocolate
7. Front of House
8. Starches
9. Meat cookery/butchery
10. Soups, Stocks and Sauces

MATERIALS:

Students will need the following items for class:

- binder or notebook for recipe book
- Paper, pencils/pens, permanent markers
- Section in your binder for returned assignments and notes
- ***Closed toed shoes and hair ties for labs***

DUAL ENROLLMENT (COCONINO COMMUNITY COLLEGE) CREDIT:

Students may earn college credit for Culinary Arts (HRM 140 & 240) through Coconino Community College (CCC) if they choose too

- Total College Credits Earned = 6 credits
- Credit will be earned after taking **2 years** of culinary arts and with a **passing grade of a D or higher**.
- Keep in mind the grade earned (A-F) will stay on the student's college record/transcript.
- Students may change their mind for earning college credit but must do so before the drop date. Drop date will be communicated once the teacher is notified.
- This is highly recommended whether or not the student decides to attend college or pursue a degree in construction, this college credit can also be used as an elective credit.

INDUSTRY CERTIFICATION(S): Will be offered during the second level of culinary arts.

Industry certification will be offered to 10 students in all of culinary arts 2. Priority will be given to students who have scored the highest on the pretest as well as students who would like to pursue a career in culinary arts.

- ServSafe Food Safety Management

GRADING SYSTEM:

Grades will be based on the total cumulative points for the nine-week and semester grading periods.

Grades will be based on homework, quizzes, tests, labs, & projects. All work must be **neat and legible**.

Homework/Project assignments are expected on or before the date due. I WILL NOT accept late work after the summative final in each unit. However students will have the opportunity to make up any missed learning during office hours in the current unit.

Special arrangements can be made for illness; it is **your responsibility** to check with me **the day you return to class**. Sports and school activities should check with me **BEFORE** you are to be absent.

Grades will be based on the following scale:

100-90 A

89-80 B

79-70 C

69-60 D

59-0 F

Double-blocked Career and Technical Education (CTE) classes will transition to a singular grade tracking system. Students will continue to earn credit for both class periods at the conclusion of the semester; however, grades will be recorded solely in one of the class periods. At the end of the semester, a final grade will be assigned to the second section, reflecting the grade from the first section. This adjustment ensures that students receive the appropriate credit on their transcripts.

Lab Grading Policy:

All labs will be worth 10 points total.

- 5 points for overall quality of the dish
- 2 points for cleanliness and organization of your station during the cooking process.
- 2 points for completion of your assigned side job.
- 1 point for completing a standardized recipe in your recipe book.

PROFESSIONALISM POINTS

Professionalism is an essential component of Career and Technical Education (CTE) programs and reflects the expectations students will encounter in the workplace. Professionalism points are based on the Arizona Department of Education's Career and Technical Education Professional Skills Standards, which can be found at:

[ARIZONA CTE PROFESSIONAL SKILLS STANDARDS](#)

These standards serve as the foundation for the professional competencies assessed in this course.

Students will be evaluated on skills such as attendance, punctuality, responsibility, participation, communication, teamwork, work ethic, and professional conduct.

Students may earn 5 professionalism points each day. These points reflect behaviors and expectations necessary for success in this course and in the culinary and hospitality industry, including:

- Regular attendance and punctuality
- Proper lab attire and adherence to safety standards
- Active participation and engagement in class activities
- Positive work ethic and cooperation with others
- Appropriate use of technology (no unauthorized cell phone use or headphones during instruction or lab activities)
- Demonstration of professional behavior and respect

Professionalism points are earned throughout the semester and contribute significantly to the overall course grade. Loss of professionalism points may negatively impact a student's final grade.

Students who are absent due to a school-sponsored activity will receive full professionalism points for that day and will not be penalized.

Truancy and Unverified (UNV) absences are not eligible for professionalism point recovery and cannot be made up.

For Excused (EXC) or Verified (VER) absences, students may recover missed professionalism points by attending after-school make-up sessions and completing any missed assignments or coursework.

Point Recovery Scale

- Every 2 professionalism points missed = 20 minutes of after-school make-up time.

Students wishing to recover missed professionalism points must schedule a make-up time with the instructor in advance.

LABS:

The Coconino County Food Code **REQUIRES** all food handlers to wear appropriate clothing. This means you will be **required** to wear neat and clean clothing. You must wear your hair (chin length or longer) restrained. (I do not provide hair ties, bring your own!)

No jackets or loose sweaters are allowed. All shirts must have sleeves.

You must also wear **CLOSED TOED SHOES! (NO FLIP FLOPS, SANDALS, or CROCS)** You will not be allowed to cook if you are not properly dressed. **If you are not properly dressed, you will not be allowed in the lab and will lose all lab and professionalism points for the day.**

MAKE UP LABS:

Make up labs can be completed two separate ways.

1. Catering events- these events are random by nature and are not always available throughout the school year. 1 hour of catering = 10 points
2. Office hours lab make up - these labs will need to be completed within the current unit as we will most likely not have the necessary ingredients on hand. Completed lab = 10 points

THE DEVILS KITCHEN(CULINARY CLUB):

All students are encouraged to become a member of The Devils Kitchen. The club will consist of building leadership skills, relationship building, and most of all participating in Arizona FCCLA competition, where students will compete with other high school students in the state of Arizona. This is another great opportunity for students who wish to pursue a career and/or advance their learning in knife skills, chicken butchery, hot food production as well as baking and pastry. Club members will be required to attend club meetings, fundraisers, social club activities, and possible competitions.

CTE Travel Eligibility Policy:

To be eligible for CTE-related travel, students must maintain a **70% or a grade of C or higher in all classes.**

Grades will be reviewed at noon on the day prior to travel to determine eligibility.

ARIZONA TECHNICAL STATE ASSESSMENT (TSA):

This course will prepare students to take the Arizona Test State Assessment (TSA). The Arizona state assessment test will be administered during year 2 of culinary arts. This test will identify students as completers in culinary arts and students will be awarded an Arizona state certificate and an honor cord for students to wear during graduation. TSA is a state standardized test that is given to all students in a completer level CTE course.

CLASSROOM POLICIES:

- **Dress Code** - For safety concerns all students are expected to dress appropriately and professionally, meaning while in the kitchen closed toed shoes, apron or chef coat, jeans or shorts as well as hair chin length or longer restrained.
- **Personal Electronic Devices** - Cell phones, headphones and other personal electronic devices are a determinant to the learning environment. Cell phones will be stored in the lock box by the door. Earbuds, and other personal electronic devices must be stored in a student's backpack for the duration of instructional time. IF personal electronics are out or not stored properly during instructional time I will have the student place them on my desk for the remainder of the class period, and will submit an ODR to the dean's office. Below is the three strike policy Page High School will be following for the 26/27 school year in regards to personal electronic devices.
 - 1st offense - Staff will review school wide expectations, and the student will be directed to place their phone in the phone box.
 - 2nd offense - phone will be confiscated and held until the end of the day by an administration..
 - 3rd offense - Phone will be confiscated and parents/guardians must come pick up the electronic device from the school as well as the student will be assigned lunch detention.
 - 4th offense - Phone is confiscated, student is assigned Afterschool detention(ASD) and parent/guardian must pick up the phone.
 - 5th offense - The student will be required to turn their phone into the office when they arrive on campus in the morning. The duration of the time will be determined by administration.

If a student is found using their cellphone in the hallway during instructional time, the device will be confiscated and held until the end of the day.



- **Food & Drinks** - Drinks with lids are the only permitted items in the kitchen and classroom.
- **Restroom/Water/Hall policy** -Students may use the restroom during class as needed. Restroom use will follow the school handbook policy, which allows each student up to five restroom passes per week.
- **Attendance:** Chronic absenteeism is a major issue and detriment to student learning. Students that are absent (UNVERIFIED, TRUANT, VERIFIED) for 12 days or more in the semester will not earn credit for the semester. Students will be afforded the opportunity to make up missed time through office hours.
- **Tardy Policy**

A student who is not in their assigned location when the bell rings at the end of class change is considered tardy. Students who are tardy should report directly to class; the teacher should administer the following consequences:

Tardies are disruptive to the learning environment. They break the momentum of learning in the classroom. Likewise, they often make the teacher stop and change the completed attendance. If you are tardy to class, it will be treated as a minor incident and following steps will be taken by both the teacher and the student:

Tardy Intervention Chart	
1 - 2 Tardies (in a class)	● Teacher records the tardy (include the tardy #), ● Teacher communicates expectation to the student (re-teach) and utilizes classroom management procedures to reinforce expectation. ● Teacher may call home. ● Student assigned to lunch detention.
3-4 Tardies (in a class)	● Referral (tardy ODR) completed by teacher. ● Student participates in a truancy round-up. ● Student assigned to lunch detention.
5+ Tardies (in a class)	● Referral (tardy ODR) completed by the teacher. ● Students assigned to lunch detention and/or After-School Detention (ASD) to make-up missing academics.
Excessive Tardies (15+ minutes)	● Student receives lunch detention. Any unexcused tardy over 30 minutes may be determined a truancy.
Habitual tardiness	● Students who are deemed habitually tardy despite interventions will then receive multiple days of lunch detention and/or after school detention. ● Parent conference with administration.
<i>The tardy count starts at zero at the beginning of each semester.</i>	

- **Sand Devil Way** - This class will consistently recognize and reinforce The Sand Devil Way at Page High School. These expectations ensure that the learning environment is set up to increase student learning. Students are expected to follow all school rules in this classroom. These rules can be found in your Student Handbook. The following classroom expectations will help you be successful in this class and help maintain a positive learning environment:
 - Be On-Time: In the classroom, when the bell rings is on time.
 - Be Prepared: Come to class prepared with all materials and ready to learn from bell to bell. Students are expected to not wait by the door for the bell to ring.
 - Be Respectful: Respect other students, teachers, school property, and yourself. Respect those around you the way you would like to be respected.
 - **Be Kind, Get Involved, Work Hard!!!**

The Sand Devil Way	Classroom Expectations
Be Kind	• Respectful Comments, body language and facial expressions • Help and encourage others
Get Involved	• Actively participate • Ask questions
Work Hard	• Attend all classes, on time, every day • Complete your best work on time • Overcome challenges

MODIFICATION:

The Instructor reserves the right to add, delete, or modify the syllabus with reasonable notification.

PLEASE SIGN THIS PAGE AND RETURN ONLY THIS PAGE AS SOON AS POSSIBLE:

Student Name (Print) _____

CULINARY ARTS I, II

Please sign and return as soon as possible.

I have received and read this Syllabus for Mr. Swinton's Culinary Arts Class.

_____ Parent/Guardian signature

_____ Student signature

_____ Phone Number

_____ Address (P.O. Box)

Parent email address _____

_____ Date

The above information will be used to contact either parent or student for educational purposes regarding this class and the CTE department only. I would like to keep you posted on your student's progress in my class. Thanks, your cooperation is greatly appreciated!!!

Student Name: _____

Dear Parent/Guardian:

The Culinary Arts classes will periodically be walking to Safeway to purchase food items needed for lab work in the class. Students will learn to plan menus and to purchase the necessary items for dishes. Students will be under the supervision of their teacher, Mr. Swinton, at all times.

With my signature, I consent to my student, _____, walking to Safeway to purchase needed items for the Culinary Arts Class. I also certify that I will not hold Page Unified School responsible for injuries or accidents my child might occur while participating in this activity, when good judgment has been used by the teacher.

_____ Parent/Guardian _____ Date

_____ Student

_____ Address _____ Phone