



# Mission Valley ROP

CAREER TECHNICAL TRAINING CENTER

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**Culinary Arts 1 Syllabus: 2024-2025**

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## Overview

This competency-based course introduces students to the Hospitality and Food-Service Industry. Focus areas include:

- Food History and Culture
- Safety and Sanitation
- Regional/Seasonal Cuisine
- Culinary Terminology
- Basic Weights and Measures
- Small Ware Identification
- Fundamental Cooking Techniques
- Fundamental Baking Techniques
- Breakfast Cookery
- Soups/Stocks/Sauces
- Meat & Poultry Fabrication
- Demonstration Fish Fabrication
- Food Cost Control
- Product ID/Storage
- Herbs & Spices
- Nutrition
- Plate Presentation
- Employability Skills
- Front of House/Customer Service
- Hospitality Standar

Integrated throughout the course are career preparation standards such as basic academic skills, communication, interpersonal skills, problem-solving, and employment literacy. **The primary goal is to prepare students for the professional workplace.**

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## Required Text and Materials

- All textbooks, handouts, worksheets, cookbooks, magazines, and recipes will be provided.
  - Students will receive a notebook for recipes, which must be replaced if lost along with all recipes/notes/tables inside.
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## Attendance Policy

Attendance is crucial for success in this course and future employment. Make-up assignments are given for excused absences only (medical, legal, or bereavement circumstances). Arrangements must be made on the first day back. Failure to complete make-up assignments will affect grades negatively.

- **On-time:** Be seated with sanitized table, cookbook open, pen in hand when the bell rings.
- **Tardiness:** More than 5 tardies in a semester may disqualify you from receiving a course Certificate.
- **Absences:** More than 7 unexcused absences or 12 total absences in a semester may disqualify you from receiving a course Certificate.
- **Excessive Absences:** May result in being dropped from the program.

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## Grading Policy

- **Homework/Projects (including leadership hours):** 30%
- **On-time Assignments:** 10%
- **Employability Skills (punctuality and being on-task):** 20%
- **Tests and Quizzes:** 30%
- **Cookbook:** 10%
- **Grade Scale:**
  - A: 90 – 100%
  - B: 80 – 89%
  - C: 70 – 79%
  - D: 60 – 69%
  - F: 0 – 59%

**Homework:** Announced and posted on Google Classroom. Due dates must be adhered to strictly. Late submission policy:

- On-time: 100%
- Following Monday: 75%
- Following Wednesday: 60%
- After that: Zero (except for excused absences)

**Employability Skills:** Regular review meetings with Chef. Graded on punctuality, phone usage, and task focus. Below-standard performance requires a plan involving counselors, parents, and APs.

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## California State Food Handler's Card

All students will be required to take and pass the online class for sanitation. Students are not required to pay the \$15 for printing the certificate; they just have to prove that they passed the test. This will be covered in class. The Food Handler's Card is required statewide for any employee who handles food. This is an incredibly valuable part of one's resume/portfolio; many students have said that showing this during an interview got them their job.

## Portfolio

Each student must complete a portfolio including a resume, sample business letters, etc. Completion is mandatory for receiving a Certificate of Completion.

## Safety and Sanitation Protocols

Safety and sanitation are critical. Non-compliance may result in removal from the program. All students are required to pass the California State Food Handler's Card online class.

## Clothing/Shoes

For safety reasons, students are to wear protective clothing EVERY DAY. Pants, full-length skirts, and dresses that go down to the ankle are acceptable. Shoes must completely cover the toes and heels. Many students keep a pair of sweats and old sneakers in their locker so they are prepared but can wear other clothes during the day. Exceptions must be approved ahead of time (for birthdays and similar occasions). Failure to be properly prepared for class will result in not being allowed to cook, which may negatively affect your grade.

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## Additional Policies

- Behavior Expectations: Respect and professionalism are mandatory. Disrespect, unsafe behavior, or non-compliance with class rules may result in disciplinary action.
  - Cheating: Mission Valley ROP is committed to preparing students for the workforce. This preparation includes technical skills as well as business ethics. Mission Valley ROP does not condone Cheating. Any student caught cheating on an exam or copying work from other students will be given one warning and a failing grade on that assignment. Any subsequent incident may result in the termination from his/her Mission Valley ROP program, a failing grade, and loss of credits.
  - Extra Credit: Available only to students maintaining a C or above. Opportunities will be announced during the course.
  - Artificial Intelligence: The use of artificial intelligence (AI) tools, such as chatbots or content generators, to complete or assist with assignments is strictly prohibited unless explicitly permitted by the instructor. Any use of AI to plagiarize, cheat, or misrepresent one's own work will result in disciplinary action, which may include a failing grade on the assignment, a failing grade for the course, and/or further action as outlined in the school's academic integrity policy.
  - Home Cooking Assignments: Required at least seven times during the year. Accommodations available for students with issues regarding home cooking.
  - Bathroom Passes: No passes during class time except for emergencies.
  - Our school suggests parental permission for your student to view movies and video clips that are used in our curriculum, or that are selected by me. This content, along with our hands-on activities such as labs, in-class discussions, and projects, give students a well-rounded opportunity to discover ethics. I am notifying you that we may watch a film/video in class with a rating above the PG-13 rating to illustrate a particular curricular-related concept.
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## Required Supplies

- Daily pencil/pen
  - ½" New 3-Ring Binder for Portfolio (second semester)
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## Mission Valley ROP Student Learning Outcomes (SLOs)

Upon successful completion, students will demonstrate:

- **Workplace Basic Skills and Behaviors:**
    - Apply skills learned in class
    - Analyze information and make decisions
    - Communicate verbally and in writing
    - Work independently and as a team member
    - Work reliably, responsibly, and ethically
  - **Career Technical Skills:**
    - Demonstrate occupational competencies
    - Use appropriate technology
    - Practice occupational safety standards
    - Understand business functions
  - **Job Employment Skills:**
    - Develop a career plan
    - Use effective job search strategies
    - Appreciate lifelong learning
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## Student and Parent Agreement 2024/2025

The syllabus and course policies outlined above are subject to change at the discretion of the course instructor or program coordinator. Any modifications will be communicated to students promptly.

By enrolling in the program, students acknowledge that they have read and understood the course syllabus and agree to abide by the requirements and expectations stated herein.

**Please sign and return this form to the instructor by \_\_\_\_\_**

**Student Agreement: I, \_\_\_\_\_ (print name), have read and understand the policies and procedures listed in the Pharmacy Technician course syllabus. I agree to:**

- Come to class on time and prepared.
- Abide by the rules and policies.
- Be courteous and respectful to ensure a positive learning environment for my classmates and myself.

**Signature: \_\_\_\_\_ Date: \_\_\_\_\_**

**Parent/Guardian Agreement (if applicable): I, \_\_\_\_\_ (print name), have read and understand the policies and procedures listed in the Culinary Arts 1 course syllabus. I support my child's commitment to this program.**

**Signature: \_\_\_\_\_ Date: \_\_\_\_\_**

**Parent's Email: \_\_\_\_\_ Phone: \_\_\_\_\_**

**Any food allergies? \_\_\_\_\_**