



**STEEL CENTER**  
FOR CAREER AND TECHNICAL EDUCATION

# SYLLABUS

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## **Institutional Food Worker: CIP 12.0508**

**Chef Adam Mika • 2023 – 2024**

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**Program Description:** An instructional program that prepares students for employment related to commercial, institutional, self-owned food establishments or other food industry occupations. Instruction and specialized learning experiences include theory, laboratory and work experience related to planning, selecting, preparing and serving of quantity food and food products; nutritive values; use and care of commercial equipment; safety; and sanitation precautions. Instruction skills are provided to individuals desiring to become employed in all areas of the food service industry at entry level.

### **Primary Resources:**

Wayne Gisslen. *Professional Cooking, 9th Edition*. Print. And Virtual

*ServSafe Manager*. Chicago, IL: National Restaurant Association, 2018. Print.

Note: Students will not be assigned “take-home” copies of the course textbook. Under no circumstances are students to remove books from the classroom without permission from the teacher. An online version of the text book is available on our Canvas LMS

### **Secondary Resources:**

"Safety Matters. Don't Leave It to Chance." *S/P2 Safety & Pollution Prevention Training*. Web. 04 Feb. 2016. <<https://sp2.org/site/>>.

Computer-based application and content-related articles/materials selected upon teacher discretion.

### **Daily Required Materials/Items:**

- Be in class on time, with a positive attitude and ready to learn.
- Complete and clean chef uniform, **Every day** at the start of class.
- Pencil, Marker, Thermometer

### **Assessment and Evaluation:**

All forms of assessment will be graded using Steel Center’s grading system:

90 – 100%	A
80 – 89%	B
70 – 79%	C

60 – 69%	D
< 59%	F/E
Incomplete	I

### Measures of Achievement:

**Work Ethics (Daily) Grade** – this grade accounts for **34%** of the student’s total nine-week grade. It is based on safety, student behavior, preparation/participation, productivity or time on task, full professional uniform appearance, correct production and submission of their time card and extra effort. The grade range is 0 – 10.

**Skills (Task) Grade** – Is comprised of the evaluation and recording of lab activities that students are assigned each marking period. The grade range is 0 – 10.

**Knowledge (Test/Assignment) Grade** –This grade will include, but not limited to, homework assignments, written assessments/assignments, presentations, quizzes, tests, mid-term and final exams and research activities. Completion and submission of assignments are essential to the knowledge grade.

### Knowledge and Skill Grades Count For 66% of the students total nine-week grade

#### Assignments/Timeline:

- Quizzes/tests are assigned throughout the year and throughout units to measure understanding.
- Daily warmups, assignments, being changed for the day are to be completed promptly
- Homework will be assigned weekly, students are given class time to work on assignments. Students must complete any missed or late assignments on their own time.

#### Classroom/Shop Guidelines:

- Be a **team player**, especially when cleaning
- Be **cautious** and **communicate**
- Be **respectful**, to the instructor, each other, and all employees of Steel Center
- Be **attentive** and move safely in the classroom and the lab
- Be ready for **work** by dressing professionally, complete uniform.
- **Lock** your valuables in your locker
- Electronic devices are to be used at the **teacher’s discretion**
- **Respect** others personal space, keep your body to yourself
- Say things **nicely/professionally** – at the right time and volume
- **Respect** each other’s differences and eliminate the drama

#### Classroom/Shop Rules:

1. Be **Prompt**
2. Be **Prepared**
3. Be **Polite**
4. Be **Productive**
5. **Plus**, follow school rules

#### Consequences (in no particular order):

1. Verbal warning and/or points deducted from daily grade, Written Warning
2. Parental contact and point deduction
3. Office referral and point deduction
4. Parent/teacher conference

**STEEL CENTER for CTE**  
**PROGRAM OF STUDY TITLE**  
**INSTRUCTOR NAME**

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**SYLLABUS AND PROGRAM RULES**  
**ACKNOWLEDGEMENT SHEET**

**FOR STUDENT:**

With my signature, I acknowledge that I am fully aware of the rules, procedures, and expectations for my CTE program of study. I understand that my signature indicates awareness and not necessarily approval.

Student name: \_\_\_\_\_

Student signature: \_\_\_\_\_

Date: \_\_\_\_\_

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**FOR PARENT/GUARDIAN:**

With my signature, I acknowledge that I am fully aware of the rules, procedures, and expectations for my son's or daughter's CTE program of study. I understand that my signature indicates awareness and not necessarily approval.

Parent/Guardian signature: \_\_\_\_\_

Parent/Guardian signature: \_\_\_\_\_

Date: \_\_\_\_\_

Note: This document shall be filed and maintained by POS teachers. Unsigned or unreturned signature sheets are noted and filed accordingly.