



DISTRICT ADMINISTRATION OFFICE  
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EVERY CHILD,  
 EVERY OPPORTUNITY,  
 EVERY DAY...  
 STRIVING FOR SUCCESS

**Program Title (CIP Code)**  
**Culinary/Institutional Foods 12.0508**  
**Occupational Advisory Committee**  
**April 3, 2023 at 3:30**

- I. Call to Order: 3:30 PM
- II. OAC Attendance: **Bold -In Bus/Industry**  
 Program Description <https://www.education.pa.gov/K-12/Career%20and%20Technical%20Education/CIP%20Codes/CIP%20Code%2012.0508.pdf> Career Cluster: Hospitality and Tourism

x	<b>Sadie Mack</b>	x	<b>Terrance Tatum</b>
x	<b>Jerry Curreri</b>		
x	James Mack		
x	<b>Louis Prevost</b>		
x	Kristen Hamilton		
x	Pat Chappell		

- I. Approval of Fall 2022 Minutes - Sent via email to the OAC

Motioned	Louis Prevost	Seconded	Kristen Hamilton
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All in favor.

- II. Old Business:
  - a. Reminder that letters of support are needed annually. Thank you to those who have provided these. (Timeless Destination and Wellsboro House 2/2/2022 needed annually)
  - b. Must be dated, signed, on letterhead/business card. Mr. Mack was going to follow up on these.
- III. New Business:
  - a. Perkin's Monitoring Corrective Actions- The 16 corrective actions were provided and discussed. Mrs. Mack said she would share the need to involve CTE teachers for the following assurance:  
**Assurance 8. C.:** Teacher input was not present in all of the IEP's reviewed for the school. CTE teacher input must be included in every IEP for all students participating in Career and Technical Programs.

Mr. Mack shared that they are provided a survey to fill out that helps CTE teachers provide feedback for the IEP. Mrs. Mack followed up with an email to all CTE teachers on this assurance.

- b. Safety Checklist (D) All of the PDE Checklists will be sent via survey monkey link for each OAC members in the Spring. We will continue a Spring administration. The state requires us to have an “assessment tool” each year and this has been turned into a survey link below for the OAC.

<https://www.surveymonkey.com/r/2023Culinary>

- c. Lab/kitchen layout (D) Tour available anytime. Open house April 5-6, 2023/Parent Conference Time. OAC members are welcomed to schedule a time when it is convenient for them and Mr. Mack.
  - i. Equipment and Tools Needed (F)/3 year equipment list- Review and discuss for Perkin’s and other funding

Recommendation and approval of equipment lists presented

Perkins Budget Proposal 2023-2024

Budget Items	Projected Cost
2 Table Top Mixers	\$1600.00
Small Wares	\$800.00
Utensils	\$800.00
60-inch 6 burner range w/ 24inch flat top	\$6,000.00
60inch outdoor grill	\$2,500.00
OSHA-10 Certification	\$60.00
Serve Safe Certification testing	\$500.00
<b>Totals</b>	<b>\$13,160.00</b>

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Motioned	Louis Prevost	Seconded	Pat Chappell
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All in favor.

- d. Curriculum (POS and Maps) (B) [PDE POS](#)

Task Grids located under Institutional Food Worker/CIP 12.0508 under 2024. Linked to PDE POS.

- i. POS and Curriculum Maps

## Culinary Arts

CIP: 12.0508

SUBJECT	Grade 9	Grade 10	Grade 11	Grade 12
MATH	Any sequence of four credits of <u>Mathematics</u> .			
ENGLISH (4.0 Credits)	9 English or 9 CP English 9 Honors English	10 English or 10 CP or 10 Honors English	11 English or 11 CP 11 Honors English	12 English or 12 CP English or AP English and Comp
SCIENCE (4.0 Credits)	General Science or Keystone Biology	Keystone Biology or Chemistry	Chemistry or Science and Technology	1.0 Science Credit
SOCIAL STUDIES (4.0 credits)	Historical Perspectives I	Historical Perspectives II	Government & Economics Honors Government & Economics	1.0 Social Studies Credit
HUMANITIES (2.5 credits)	Music (.25)	Intro to Art (.5)		
PHYSICAL EDUCATION (2.0 Credits)	Health and Physical Education	Health and Physical Education	Health and Physical Education	Health and Physical Education
TECHNICAL		<b>Culinary Arts 1</b>	<b>Culinary Arts 2 Culinary Lab</b>	<b>Culinary Arts 3 Culinary Lab</b>

We must continue to remember: non trad indicator in culinary is males and there are no concerns on meeting the nontraditional indicator. We are not struggling with having 8 as a program minimum. We do struggle with OAC participation of 4 under Business and Industry B/I.

40 students requested culinary I when the 8<sup>th</sup> grade completed schedule requests. 70 in Culinary II.

- ii. Instructional Materials-
- iii. Field trips, on the job training, work-based experiences, guest speakers- students are working locally in restaurants.

Students have prepared faculty luncheons. Later in May they will have a Pizza week.

- e. Analysis of NOCTI test- Students will take at the end of April.
- f. Placement After Graduation (H): We have added a PCT Dual Enrollment PCT Course.

After graduating 6 students are at IUP for baking/pastry  
 Students are working at Penn Wells, Timeless Destination, Roost,  
 Papa V's, and the Broad Acres in food service.

[NEW Northern PA Regional College Workforce](#) Linked information. There are no opportunities in culinary. Courses are virtual and there is an opportunity in Elkland at NTSD.

g. Program Evaluation (H): Verification of Industry Standard and Student Competencies are being Achieved: Shared the PDE approved credentials

S/P2 - Culinary	S/P2	<input type="checkbox"/>
ServSafe Food Handler Certification	ServSafe	<input checked="" type="checkbox"/>
ServSafe Allergen Certification	ServSafe	<input type="checkbox"/>
<b>Valid for All Schools/All CIP Codes</b>		
<b>Industry Credentials</b>	<b>Credential Provider</b>	<b>Select</b>
OSHA Certification	CareerSafe	<input checked="" type="checkbox"/>
OSHA Certification	Occ Safety and Health Admin (OSHA)	<input type="checkbox"/>

Certified Culinarian (CC)	American Culinary Federation	<input type="checkbox"/>
Certified Pastry Culinarian (CPC)	American Culinary Federation	<input type="checkbox"/>
Certified Fundamental Cook (CFC)	American Culinary Federation	<input type="checkbox"/>
Certified Fundamental Pastry Cook (CFPC)	American Culinary Federation	<input type="checkbox"/>
Heartsaver CPR	American Heart Association	<input type="checkbox"/>
Heartsaver First Aid	American Heart Association	<input type="checkbox"/>
Allergen Management	Michael Foods	<input type="checkbox"/>
Food Safety Manager	National Registry of Food Safety Professionals	<input type="checkbox"/>
ServSafe/Manager Food Safety certification	National Restaurant Association	<input type="checkbox"/>
ProStart National Certificate	National Restaurant Association	<input type="checkbox"/>
ProStart National Certificate of Achievement	PA Restaurant & Lodging Association (PRLA)	<input type="checkbox"/>
Plant-Based Professional Certification	Rouxbe Cooking School	<input type="checkbox"/>
Professional Cook Certification	Rouxbe Cooking School	<input type="checkbox"/>

Improvement Plan: Industry Credential Indicator- built into the course work for the program is OSHA and ServSafe. 29 have taken OSHA and 10 ServSafe.

We must have “ServeSafe/Manager Food Safety and ProStart National Certificate checked in CAT’s above (in the PDE list).

- h. Employment Outlook/Co-op Opportunities- An updated, 2022 Local Employment Data packet was provided to all OAC members in the fall

Post-Secondary Indicator- Currently working towards as the PDE surveys were received on 4/3/23. This indicator is 1 of 3 in our improvement plan for the state. We are calling former students rather than mailing to improve the participation.

- IV. Other Business or Related Matter - **Next Meeting Tentatively planned for November 9, 2023. The format will be a large LAC/Stakeholder meeting and branch out to OAC meetings.**
- V. Adjournment- 4:30 PM

Motioned	Sadie Mack	Seconded	Jerry Curreri
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All in favor.