

Spring 2018 Advisory Committee Minutes

Culinary Arts

April 5, 2018

Location of Meeting - 565 Maple St. Hathorne, MA 01937 - Culinary Arts Shop

Guests Present

Evan Menesale - Essex Tech Instructor (Program Facilitator)

Joseph DeSando - Essex Tech Instructor

Paula Cloutman - Essex Tech Instructor

John Bickerstaff - Essex Tech Instructor

Members Present

Joseph Baker - Industry Representative - Island Creek Oyster Bar

Nicole Grace - Essex Tech Instructor/Academic Integrator

Matthew Sirois - Industry Representative/Parent - Delaware North

Bryan Jalbert - Industry Representative/ Instructor - Peabody Veterans Memorial High School

Caroline Sirois - Student - Essex Technical High School

Members not Present

Gary Boutchie - Industry Representative - Shaheen Brothers - Committee Chairperson/General Advisory Committee Representative

Agenda Items

Approval of Minutes - Fall 2017 Meeting

The minutes of the Fall 2017 Advisory Committee Meeting were reviewed and approved by the committee.

Quality Assessment Tool

The committee reviewed the document as a group and briefly discussed the contents. The committee was made aware that we will be completing the assessment tool this year.

Curriculum Bias Form

The committee reviewed the curriculum bias form and was suggested that the form be given to the students to complete, as they would be more prepared to answer the form as opposed to the committee members.

Programmatic Review Form

The entire committee participated in reviewing and completing the programmatic review form.

After reviewing the Fall meeting minutes, it was suggested by the committee again that:

- Lighting be improved in the kitchen
- We acquire covers for the emergency shut-offs
- Maintenance needs to label and zone the emergency shut-offs
- The 60-qt mixer needs a safety guard
- We obtain another opinion/quote to fix the ventilation system in culinary that is currently on the 3rd year of the 5-year-plan.

Membership Form

The membership form was updated.

Update on Program

- Refrigerator on the restaurant line needs a compressor replaced. The unit is only 4 years old and was found to not be under warranty.
- Older Robot Coupe was damaged beyond repair and a new one has been ordered.
- The Cutting Boards on the restaurant line are being replaced with custom cut white poly boards.
- The Combi-Oven is on order. It is a single stack oven with racks underneath on casters. We are presently waiting on a delivery date from the manufacturing/install company.
- We have 5 seniors on co-op. It was discussed with the members that most of the students have jobs after school, but like the social aspect of school too much to go on co-op.
- An update was given to the committee on the Massachusetts ProStart Invitational that four juniors competed in, but were unsuccessful in placing due to going passed the 60-minute time limit.
- An update was given on the ServSafe Certification. We had a 100% pass rate with the senior class. The junior class is presently being taught the ServSafe Curriculum for testing in the spring.

Adjournment

There being no other items on agenda or any other items presented to the board to be discussed, all members were in favor of the meeting adjournment at 8:00PM.

Respectfully Submitted,

Evan Menesale
Joseph DeSando
Paula Cloutman
John Bickerstaff

