

Fall 2017 Advisory Committee Minutes

Culinary Arts

October 30, 2017

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

Drew Sweeney- Essex Tech Para-Professional

Members Present

JP Arselinian-Industry Representative-TriMark United

Joseph Baker- Industry Representative-Island Creek Oyster Bar

Gary Bouchie- Industry Representative-Shaheen Bros. (Committee Chairperson)

PJ Currier- Industry Representative

Andrea Manni- Parent/Industry Representative--General Manager-Hotel

Buckminster

Sophia Manni- Student

Brian Jalbert- Peabody Veterans Memorial High School Culinary Arts Instructor

Jeff Reaves- Industry Representative-Burton's Grill General Manager

Members Not Present

Matt Sirois-Parent/Industry Representative-Food & Beverage Manager-Delaware North-General Advisory Committee Representative.

Agenda Items

Approval of Minutes - Spring 2017 Meeting

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

Quality Assessment Tool

All committee members were given a copy of the quality assessment tool. We reviewed the document as a group and briefly discussed the contents. The committee was made aware that we will be trying to complete the assessment tool this year.

Curriculum Bias Form

The committee completed the curriculum bias form to the best of their ability. Mrs. Manni suggested that the curriculum bias 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.

It was suggested by the committee 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 60qt mixer needs a safety guard
- we get 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 - Curriculum

The committee was informed of the updated ProStart (NRAEF) Foundations Level 1 Curriculum and the ServSafe Manager's 7th Edition Curriculum that is being implemented for the 2017-2018 school year.

Program Updates on Coop- 1 student at Salem Country Club. Have 8 students waiting to go on coop. The expectations of the administration is that all seniors will participate in the coop program.

Equipment Needs - Repairs/Replace

- Salad unit has depreciated past its useful life. We have received quotes for a new salad unit. The unit is 20 years old and came from North Shore Tech. Mrs. Manni offered to look around for someone to donate a salad unit.
- The double stack convection ovens in the culinary lab have depreciated past their useful life. They are at least 18 years old and came from North Shore Tech. The committee has suggested replacing the convection ovens with a combi-oven.
- Remove the steam kettle in the culinary lab and replace with a char-broiler for use in the culinary lab.

Adjournment

There being no other items on the agenda or any others items presented to the board to be discussed, all members were in favor of the meeting adjournment at 3:45PM.

Respectfully Submitted,

Evan Menesale
Joseph DeSando
Paula Cloutman
John Bickerstaff
Drew Sweeney