

LEARNING OUTLINE:

PRE-APPRENTICESHIP PROGRAM OVERVIEW: Work Based Learning + Related Instructional Hours

- School Food Institute (SFI): 4 courses: 20 hours (4 hours pre-read, 4 hours homework, 12 hours online learning)
- Virtual Learning Sessions: 3 hours (2 sessions, 1.5 hours each)
- Work-Based Learning: 84 hours (12 hours x 7 weeks)

WEEKLY SUMMARY

Preparation for Pre-Apprenticeship

Onboarding & Submission of Required Documents

Overview of ServSafe Requirement

Week One: 10/17 - 10/21

SFI: [School Food 101](#)

Work-based Learning in District

- Introduction to district and school food program: Overview of district enrollment, Free/Reduced lunch population, Average daily participation, other programs
 - Shadow Food Service Director: Tour of district kitchens and cafeterias, introduction to staff
 - General school food service operation support (e.g., meal prep, serving, cleaning, etc.)
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Week Two: 10/24 - 10/28

SFI: [Ingredients for Healthier Kids](#)

Work-based Learning in District

- Introduction to Recipes: How School Food Recipes break down to meet costing allocations and nutrition guidelines
 - General school food service operation support
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Week Three: 10/31 - 11/4

Work-based Learning in District

- Operations - Front of the House: Meal service in cafeteria, overview of how POS system works in school food
- General school food service operation support

VIRTUAL LEARNING SESSION: Why Scratch Cooking is so Important

Probationary Period Ends - Must have completed ServSafe certification

Week Four: 11/7 - 11/10

SFI: [Recipes and Menu Development](#)

Work-based Learning in District

- Introduction to Operations - Back of the House: Continuation of time working on production, overview of packout transportation and flow of food in program
 - Recipes/Production: Working on preparation of lunch recipes in kitchen and overview of how scheduling and production schedule works
 - General school food service operation support
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Week Five: 11/14 - 11/18

Work-based Learning in District

- Operations - Back of the House: Production
- General school food service operation support

VIRTUAL LEARNING SESSION: Incorporating Local Procurement & Sustainability into School Food

Thanksgiving Break: 11/21 - 11/25

Week Six: 11/28 - 12/2

SFI: [Salad Bars to Schools](#)

Work-based Learning in District

- Procurement: Spend time shadowing procurement employees. Learn how orders are placed, purchasing thresholds, vendors, commodities, etc.
 - General school food service operation support
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Week Seven: 12/5 - 12/9

Work-based Learning in District

- Marketing: Participate in a tasting/sampling event in school cafeteria
 - General school food service operation support
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