

## 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: 4/3 - 4/7**

**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.)
- 

#### **Week Two or Spring Break: 4/10 - 4/21**

**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
- 

#### **Week Three: 4/24 - 4/28**

#### 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: 5/1 - 5/5**

**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
- 

**Week Five: 5/8 - 5/12**

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

---

**Week Six: 5/15 - 5/19**

**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
- 

**Week Seven: 5/22 - 5/26**

Work-based Learning in District

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