

**Family and Consumer Sciences**  
Grades 9-12



Office of Curriculum and Instructional Support  
Albany, New York 12234  
2008

## Acknowledgements

Many Family and Consumer Sciences educators from across New York State contributed to the development of the original Food and Nutrition Core curriculum guide. Since then, many efforts have been made to maintain the integrity of the curriculum guide while updating the accompanying learning experiences. This revision brings the Food and Nutrition Core into alignment with all educational requirements and recommendations at the state and national levels. A special thank you goes to the writing team for their vision in updating this document, as we acknowledge the time, talents, and expertise of all who contributed to the development of this course.

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## Foreword

This publication provides guidance to help those responsible for planning, implementing, and assessing the commencement level Family and Consumer Sciences Food and Nutrition Core Course. Family and Consumer Sciences courses are designed to help students become competent, confident, and caring in managing their work, family and community lives. The commencement level core courses provide a seamless articulation between the middle level Home and Career Skills Course and the more specialized focus of the cluster courses. All Family and Consumer Sciences Core courses allow the students to apply the process skills of communication, leadership, management and thinking that were delivered in the Home and Career Skills Course in an experiential setting. Commencement level Family and Consumer Sciences courses offer minimal duplication among courses and integration of content in an applied context.

Family and Consumer Sciences Core Courses:

- Food and Nutrition
- Lifespan Studies
- Housing and Environment
- Clothing and Textiles

Food and Nutrition cluster courses:

- Food Preparation and Nutrition
- Nutrition, Health and Fitness
- Culture and Foods
- Gourmet Foods
- Entrepreneurship
- Commercial Food Program
- Food Science (may be used for 1 science credit)

Each Family and Consumer Sciences course promotes student attainment of the commencement level New York State Learning Standards in Family and Consumer Sciences and New York State Learning Standards in Career Development and Occupational Studies. Performance objectives and supporting competencies in core courses are based on the National Learning Standards in Family and Consumer Sciences. Family and Consumer Sciences education is one of the disciplines covered by the Career

Regulations and

NYSED policies developed for CTE programs and students apply to Family and Consumer Sciences.

## **Message to the Teacher**

The study of foods and nutrition has seen dramatic change as research evolves linking the preparation and consumption of foods to overall health and wellness. Advances in technology impact the production, processing, packaging and service of foods. Students are exposed to multiple messages designed to influence their perceptions of the importance of food choices in their lives. Because they will provide for the nutritional needs of themselves and others, students need to make informed decisions about food and nutrition now and in their future roles as family, community and career leaders and citizens.

The content topics in the Food and Nutrition Core course meet commencement level New York State Learning Standards for Family and Consumer Sciences as well as Career Development and Occupational Studies. In addition, they are aligned the National Family and Consumer Sciences Standards.

Students live in a rapidly changing and increasingly complex world. Our students are future family, community and career leaders, and citizens. As citizens of tomorrow, they need to be able to synthesize information, utilize prior knowledge, work cooperatively, and apply critical thinking skills as they progress along their divergent paths. The charge to Family and Consumer Sciences educators is to empower students by engaging them in experiential activities that will guide them into the future.

## **Curriculum Overview    Food and Nutrition Core**

### **1.    What is the prerequisite?**

The prerequisite for taking the Food and Nutrition Core course is the successful completion of Home and Career Skills at the middle level. The Food and Nutrition Core course is a suggested prerequisite for all other courses in the Foods and Nutrition cluster. The Food and Nutrition Core course is a twenty-week (one semester) course.

### **2.    Who can teach the Food and Nutrition Core?**

All Family and Consumer Sciences courses must be taught by a certified Family and Consumer Sciences teacher. Certified Family and Consumer Sciences educators may also teach the Career and Financial Management course required for Career and Technical Education majors. Tha

The process skills of communication, leadership, management and thinking which have been studied in depth in Home and Career Skills are not to be taught separately but rather applied throughout the course using the focus of essential questions.

**4. How does the Food and Nutrition Core curriculum relate to the Learning Standards?**

This course is a vehicle through which the New York State Commencement Level Learning Standards for Family and Consumer Sciences (Personal Health and Fitness, A Safe and Healthy Environment, and Resource Management) can be attained. It also addresses the New York State Commencement Level Learning Standards for Career and Occupational Studies (Career Development, Integrated Learning, and Universal Foundation Skills).

Standards delivered in the academic disciplines of Math, Science, Technology, English Language Arts, Social Studies, Languages Other Than English and the Arts are supported by the Foods and Nutrition Core course as it provides real-world opportunities in which to apply the key ideas and skills taught in those disciplines.

Food and Nutrition Core content topics align with the National Standards for Family and Consumer Sciences.

**5. Why is it important for students to study Foods and Nutrition?**

Food is a basic human need. Food and nutrition are linked to wellness and disease prevention (i.e. diabetes, heart disease, obesity and other eating disorders, etc.) Adequate nutrition contributes to longevity and to quality of life.

The food industry is the largest industry in the United States. This course will help students explore career opportunities in this field and help them develop skills needed for employment.

**6. What instructional strategies best support student learning in Food and Nutrition?**

The purpose of instructional strategies is to deliver the New York State Learning Standards in Family and Consumer Sciences and Career Development and Occupational Studies as well as applied academics. Teachers should select strategies and sample tasks that are aligned with the key ideas and performance indicators for each standard.

To be most effective, Foods and Nutrition should be taught using a hands-on, experiential approach in a laboratory setting. Guidelines for laboratory facilities and equipment can be accessed in the Family and Consumer Sciences Facilities Guide at <http://www.emsc.nysed.gov/cte/facse/fcfacilities.htm>.

**7. How can special needs students succeed in Food and Nutrition?**

Family and Consumer Sciences educators acknowledge the need to differentiate instruction, recognize multiple intelligences, and maximize the strengths of varied learning styles to accommodate all students. This can be accomplished through a variety of alternative instructional and assessment strategies. Information on adapting space and equipment for these students can be found in the Family and Consumer Sciences Facilities Guide at <http://www.emsc.nysed.gov/cte/facse/fcfacilities.htm>.

**8. How can student achievement of the New York State Family and Consumer Sciences Learning Standards through the Food and Nutrition Core be assessed?**

Students should be assessed on a regular basis. All students can demonstrate the acquisition of skills learned and apply those to real-world situations through the use of:

- Authentic assessments
- Laboratories
- Tests and quizzes
- Projects
- Math computations
- Public speaking
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Family, Career and Community Leaders of America (FCCLA) is an integral part of Family and Consumer Sciences education and an essential element in a complete Family and Consumer Sciences program. FCCLA is chartered by New York State, and is an ideal vehicle for realizing positive youth development. FCCLA is the only student organization of its kind focusing on family issues. FCCLA in secondary education Family and Consumer Sciences programs can be organized as a co-curricular and/or extra-curricular activity. The wide range of diverse activities, projects, programs, leadership opportunities and service learning experienced through FCCLA complement and augment the content topics of the Family and Consumer Sciences curricula.



# **Course: Food and Nutrition Core**

## Content Topics:

### **A. Influences on Food Choices (IFC)**

1. Cultural, Social, Psychological
2. Media
3. Biological
4. Governmental, Economic and Technological
5. Global and Local Conditions

### **B. Nutrition Principles and Applications (NPA)**

1. The Role of Food in the Body
2. The Nutrients
3. Dietary Recommendations
4. Nutrition Labels
5. Fitness and Nutrition
6. Special Dietary Needs

### **C. Science and Technology of Food (ST)**

1. Scientific and Technological Advances

### **D. Safety and Sanitation (SS)**

1. Safety Hazards
2. Emergency Procedures
3. Sanitation Principles
4. Food Borne Pathogens
5. Risk Management

### **E. Foundations of Food Production (FFP)**

1. Food Production Terminology
2. Recipe Interpretation and Modification
- 3.

## **G. Fruits and Fruit Products (F)**

1. Types and Characteristics of Fruits
- 2.

**A. Influences on Food Choices (IFC)** *How can I determine factors that influence food choices for individuals and families across the lifespan?*

### **Standards Connections**

**Influences on Food Choices supports**

- IFC.1.4. Describe how media influences food choices and nutrition practices
- IFC.1.5. Recognize individual biological needs that affect food choices and nutrition practices across the lifespan
- IFC.1.6. Identify governmental, economic, and technological influences on food choices and nutrition practices
- IFC.1.7. Recognize the impact of global and local events and conditions on food choices and nutrition practices

**B. Nutrition Principles and Applications (NPA)** *How can I analyze nutrition factors that influence wellness of individuals and families across the life span?*

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### **Standards Connections**

**Nutrition Principles and Applications supports the NYS Family and Consumer Sciences Learning Standards 1 Personal Health and Fitness and 3 Resource Management; and NYS Career Development and Occupational Studies Standard 3a Universal Foundation Skills**

## **Nutrition Principles and Applications Performance Objective 2**

### **NPA.2 Evaluate dietary and fitness practices that enhance individual and family well-being across the lifespan**

- NPA.2.1. Explain the relationship between energy needs, caloric intake and weight management
- NPA.2.2. Analyze the effects of physical activity and fitness on overall well-being
- NPA.2.3. Explain ways in which individual dietary needs are affected by health, age and lifestyle
- NPA.2.4. Investigate resources available to address a variety of nutrition and fitness issues

**C. Science and Technology of Food (ST)** *How will science and technology impact my decisions about food, nutrition, and wellness?*

**Standards Connections**

**Science and Technology of Food supports the NYS Family and Consumer Sciences Learning Standards 1 Personal Health and Fitness and 2 A Safe and Healthy Environment; and NYS Career Development and Occupational Studies Standard 3a Universal Foundation Skills**

**Rationale**

The purpose of this content topic is to investigate the impact of science and technology on food, nutrition, and wellness. Students will understand how scientific and technological advancements have impacted the nutritional content, availability and safety of foods. This content topic will provide opportunities for students to apply communication, leadership, management and thinking skills to the impact of science and technology on food.

**Key Ideas**

NYS FACS 1 - Students will have the necessary knowledge and skills to establish

**D. Safety and Sanitation (SS)** *How can I evaluate factors and practices that impact food safety from production through consumption?*

### **Standards Connections**

**Safety and Sanitation supports the NYS Family and Consumer Sciences Learning Standard 2 A Safe and Healthy Environment; and NYS Career Development and Occupational Studies Standard 3a Universal Foundation Skills**



**E. Foundations of Food Production (FFP)** *How can I demonstrate the ability to prepare nutritious food products?*

**Standards Connections**

**Foundations of Food Preparation supports the NYS Family and Consumer Sciences Learning Standards 2 A Safe and Healthy Environment and 3 Resource Management; and NYS Career Development and Occupational Studies Standard 3a Universal Foundation Skills**

**Rationale**

The purpose of this content topic is to identify, explain and apply the foundation skills used in food production. Students will define food terminology, interpret recipes and demonstrate the proper use of equipment used for food production. Using process skills, students will be able to prepare and evaluate a basic nutritious food product. This content topic will provide opportunities for students to apply communication, leadership, management, and thinking skills in developing the foundations of food production.

**Key Ideas**

NYS FACS 2 - Students will acquire the knowledge and ability necessary to create and maintain a safe and nurturing environment for themselves and others.

NYS FACS 3 - Students will understand and be able to manage personal resources of talent, time, energy, and money. They will know and access community resources.

NYS CDOS 3a1 - Basic S

**FFP.2 Identify and demonstrate proper use, care and storage of food production equipment**

FFP.2.1. Identify food production equipment

FFP.2.2. Model proper selection, use, care and storage of food production equipment in a laboratory setting

**F. Grains and Grain Products (G)** *How can I identify, select, prepare, and store grain and grain products for optimal nutritional value and appeal?*

### **Standards Connections**

**Grains and Grain Products supports the NYS Family and Consumer Sciences Learning Standards 1 Personal Health and Fitness, 2 A Safe and Healthy Environment and 3 Resource Management; and NYS Career Development and Occupational Studies Standard 3a Universal Foundation Skills**

### **Rationale**

The purpose of this content topic is to examine grains and grain products as they contribute to health and wellness. Students will select, prepare, and store grain products. This content topic will provide opportunities for students to apply communication, leadership, management and thinking skills to the

- G.1.3. Identify forms, preparation techniques, and nutritional content of pasta, rice, and grains
- G.1.4. Prepare grain products for optimal nutritional value and appeal
- G.1.5. Choose the correct methods of storage for grain products

**G. Fruits and Fruit Products (F)** *How can I identify, select, prepare, and store various fruits and fruit products for optimal nutritional value and appeal?*

### **Standards Connections**

**Fruits and Fruit Products supports the NYS Family and Consumer Sciences Learning Standards 1 Personal Health and Fitness, 2 A Safe and Healthy Environment and 3 Resource Management; and NYS Career Development and Occupational Studies Standard 3a Universal Foundation Skills**

### **Rationale**

The purpose of this content topic is to examine fruits and fruit products as they contribute to health and wellness.

Students will select, prepare, and store fruits and fruit products. This content

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- F.1.3. Prepare fruit products for optimal nutritional value and appeal
- F.1.4. Choose the correct methods of storage for fruit products

**H. Vegetables and Vegetable Products (V)** *How can I identify, select, prepare, and store various vegetables and vegetable products for optimal nutritional value and appeal?*

**Standards Connections**

**Vegetable and Vegetable Products supports the NYS Family and Consumer Sciences Learning Standards 1 Personal Health and Fitness, 2 A Safe and Healthy Environment and 3 Resource Management; and NYS Career Development and Occupational Studies Standard 3a Universal Foundation Skills**

**Rationale**

The purpose of this content topic is to examine vegetables and vegetable products as they contribute to health and wellness. Students will select, prepare, and store vegetables and vegetable products. This content topic will provide opportunities for students to apply communication, leadership, management and thinking skills to the preparation of vegetables and vegetable products.

**Key Ideas**

NYS FACS 1 - Students will have the necessary knowledge and skills to establish and maintain physical fitness, participate in physical activity, and maintain personal health.

NYS FACS 2 - Students will acquire the knowledge and ability necessary to create and maintain a safe and healthy environment.

NYS FACS 3 - Students will understand and be able to manage personal resources of talent, time, energy, and money. They will know and access community resources.

NYS CDOS 3a1 - Basic Skills  
NYS CDOS 3a2 - Thinking Skills  
NYS CDOS 3a3 - Personal Qualities  
NYS CDOS 3a5 - Technology

- V.1.2. Identify forms, preparation techniques, and nutritional content of vegetables and vegetable products
- V.1.3. Prepare vegetable products for optimal nutritional value and appeal
- V.1.4. Choose the correct methods of storage for vegetable products



**I. Milk and Milk Products (M)** *How can I identify, select, prepare, and store milk and milk products for optimal nutritional value and appeal?*

**Standards Connections**

Milk and Milk Products supports the NYS Family and Consumer Sciences Learning Standards 1 Personal Health and Fitness, 2 A Safe and Healthy Environment and 3 Resource Management; and NYS Career Development and Occupational Studies Standard 3a Universal Foundation Skills

**Rationale**

The purpose of this content topic is to examine milk and milk products as they contribute to health and wellness. Students will select, prepare, and store milk and milk products. This content topic will provide opportunities for students to apply communication, leadership, management and thinking skills to the preparation of milk and milk products.

**Key Ideas**

NYS FACS 1 - Students will have the necessary knowledge and skills to establish and maintain physical fitness, participate in physical activity, and maintain personal health.

NYS FACS 2 - Students will acquire the knowledge and ability necessary to create and maintain a safe and healthy environment.

NYS FACS 3 - Students will understand and be able to manage personal resources of talent, time, energy, and money. They will know and access community resources.

- NYS CDOS 3a1 - Basic Skills
- NYS CDOS 3a2 - Thinking Skills
- NYS CDOS 3a3 - Personal Qualities
- NYS CDOS 3a5 - Technology
- NYS CDOS 3a6 - Managing Information
- NYS CDOS 3a7 - Managing Resources
- NYS CDOS 3a8 - Systems

**Performance Objectives and Supporting Competencies of Milk and Milk Products**

**Milk and Milk Products Performance Objective 1**

- M.1 Integrate knowledge, skills and practices required for the identification, selection, preparation and evaluation of milk and milk products**
  - M.1.1. Identify nutrients found in milk and milk products
  - M.1.2. Identify forms, preparation techniques, and nutritional content of milk and milk products
  - M.1.3. Prepare milk and milk products for optimal nutritional value and appeal
  - M.1.4. Choose the correct methods of storage for milk and milk products

**J. Meat and Meat Alternatives (MMA)** *How can I identify, select, prepare, and store meat and meat alternatives for optimal nutritional value and appeal?*

**Standards Connections**

**Meat and Meat Alternatives supports the NYS Family and Consumer Sciences Learning Standards 1 Personal Health and Fitness, 2 A Safe and Healthy Environment and 3 Resource Management; and NYS Career Development and Occupational Studies Standard 3a Universal Foundation Skills**

**Rationale**

The purpose of this content topic is to examine meat and meat alternatives as they contribute to health and wellness. Students will select, prepare, and store meat and meat alternatives. This content topic will provide opportunities for students to apply communication, leadership, management and thinking skills to the preparation of meat and meat alternatives.

**Key Ideas**

NYS FACS 1 - Students will have the necessary knowledge and skills to establish and maintain physical fitness, participate in physical activity, and maintain personal health.

NYS FACS 2 - Students will acquire the knowledge and ability necessary to create

- MMA.1.3. Prepare meat, fish, fowl, and meat alternatives for optimal nutritional value and appeal
- MMA.1.4. Choose the correct methods of storage for meat, fish, fowl, and meat alternatives

**K. Meal Management and Preparation (MMP)** *How can I demonstrate the ability to plan, select, purchase, prepare, serve, and store nutritious and aesthetically pleasing foods for individuals and families across the lifespan?*

### **Standards Connections**

**Meal Management and Preparation supp, pur**

- MMP.1.2. Select foods based on factors including but not limited to: cost, availability and overall appeal
- MMP.1.3. Assess the skills necessary for food preparation
- MMP.1.4. Select required equipment to prepare a menu item
- MMP.1.5. Compare and contrast the use of convenience foods in relation to nutritional quality and use of time, energy, and money

**L. Food Product Marketing (FPM)** *How can I make informed consumer*

## **M. Food Service and Etiquette (FSE) How**

- FSE.2.2. Identify roles and responsibilities of hosts and guests
- FSE.2.3. Examine cultural differences in table etiquette

**Food Service and Etiquette Performance Objective 3**

**FSE.3 Compare and contrast various food service establishments**

- FSE.3.1. Describe restaurants in relation to cost, convenience, type of food, and formality
- FSE.3.2. Select restaurants which meet personal needs and interests
- FSE.3.3. Analyze different types of menus available in terms of nutritional and economic concepts
- FSE.3.4. Figure the total cost of a restaurant meal including tax and tip
- FSE.3.5. Analyze food service establishments for cultural diversity and nutritional options



**N. Career Pathways in Food and Nutrition (CP)** *What careers are available in the food, nutrition, wellness, and culinary fields? What is my suitability for careers in this path?*

### **Standards Connections**

CP.1.1. Determine roles and functions of careers in the food and nutrition field

## Appendix A

### FAMILY AND CONSUMER SCIENCES HIGH SCHOOL COURSES BEST PRACTICES RUBRIC

Indicators	1 Falls Below Expectations	2 Approaches Expectations	3 Meets Expectations	4 Exceeds Expectations
NYS FACS Learning Standards	Does not connect to NYS FACS Learning Standards.	Has limited evidence of connection to 1 NYS FACS Learning Standard.	Adequate evidence of connection to 1 more NYS FACS Learning Standard.	Evidence of strong connections to 2 or more NYS FACS Learning Standards.
NYS CDOS Learning Standards	Does not connect to NYSCDOS Learning Standards.	Has limited evidence of connection to 1 NYS CDOS Learning Standard.	Adequate evidence of connection to 1 more NYS CDOS Learning Standard including Standard 3b.	Evidence of strong connections to 2 or more NYS CDOS Learning Standards including Standard 3b.
NYS Academic Learning Standards	Does not connect to NYS Academic Learning Standards.	Has limited evidence of connection to 1 NYS academic Learning Standard.	Adequate evidence of connection to 1 more NYS academic Learning Standard.	Evidence of strong connections to 2 or more NYS academic Learning Standards.
Course Content Topics	Does not relate to Content Topics.	Addresses 1 Content Topic.	Integrates 2 Content Topics.	Integrates 3 or more Content Topics.
Process Skills	Does not integrate Process Skills.	Integrates 1 Process Skill.	Integrates 2 Process Skills.	Integrates 3 or more Process Skills.
Strategy	Instruction is dependent primarily on textbooks, lecture, paper, and pencil. Teacher driven.	Hands-on experiential learning is limited. Minimal student involvement.	Includes 75 percent hands-on experiential learning. Adequate student involvement.	Includes more than 75 percent hands-on experiential learning. Active student engagement. Teacher as facilitator.
Implementation	Does not flow in a logical sequence. Necessary resources would make implementation difficult.	Follows a logical sequence. Most necessary resources may make implementation difficult.	Follows a logical sequence. Some necessary resources may make implementation difficult.	Follows a logical sequence. All necessary resources make implementation easy.

## FOOD AND NUTRITION CORE BEST PRACTICES TEMPLATE

### NYS LEARNING STANDARDS

Family & Consumer Sci 1 \_\_\_\_\_  
 2 \_\_\_\_\_  
 3 \_\_\_\_\_

CDOS 1 \_\_\_\_\_  
 2 \_\_\_\_\_  
 3a \_\_\_\_\_  
 3b \_\_\_\_\_

### **FOOD AND NUTRITION CORE**

#### CONTENT TOPICS:

Influences on Food Choices \_\_\_\_\_  
 Nutrition Principles & App. \_\_\_\_\_  
 Science & Tech. of Food \_\_\_\_\_  
 Safety & Sanitation \_\_\_\_\_  
 Foundations of Food Prod. \_\_\_\_\_  
 Grains & Grain Products \_\_\_\_\_  
 Fruits & Fruit Products \_\_\_\_\_  
 Vegetables & Veg Products \_\_\_\_\_  
 Milk & Milk Products \_\_\_\_\_  
 Meat & Meat Alternatives \_\_\_\_\_  
 Meal Mgmt. & Preparation \_\_\_\_\_  
 Food Product Marketing \_\_\_\_\_  
 Food Service & Etiquette \_\_\_\_\_  
 Career Pathways in F&N \_\_\_\_\_

#### APPLIED PROCESS SKILLS

Communication \_\_\_\_\_  
 Leadership \_\_\_\_\_  
 Management \_\_\_\_\_  
 Thinking \_\_\_\_\_

#### APPLIED ACADEMICS

Circle Standard Number(s)

ELA 1 2 3 4  
 MST 1 2 3 4 5 6 7  
 Soc St 1 2 3 4 5  
 The Arts 1 2 3 4  
 LOTE 1 2

### TITLE: \_\_\_\_\_

### CONTENT TOPICS: (Complete only those that apply)

Influences on Food Choices (IFC)

- Performance Objective IFC
  - o Supporting Competency IFC

Application of Nutrition Principles (ANP)

- Performance Objective ANP
  - o Supporting Competency ANP

Science & Technology of Food (ST)

- Performance Objective ST
  - o Supporting Competency ST

Safety & Sanitation Management (SS)

- Performance Objective SS
  - o Supporting Competency SS

Food Production Equipment (FPE)

- Performance Objective FPE
  - o Supporting Competency FPE

Foundations of Food Preparation (FFP)

- Performance Objective FFP
  - o Supporting Competency FFP

Grains & Grain Products (G)

- Performance Objective G
  - o Supporting Competency G

Fruits & Fruit Products (F)

- Performance Objective F
  - o Supporting Competency F

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TITLE : \_\_\_\_\_

GOAL :

STRATEGY :

ASSESSMENT (Attach rubric): \_\_\_\_\_



## **D. Safety and Sanitation (SS)**

### **SS.1 Implement safety procedures in laboratory situations**

- SS.1.1. Identify safety hazards in the kitchen, and formulate procedures for their elimination
- SS.1.2. Explain emergency procedures to follow when accidents occur

### **SS.2 Apply management skills to the safe handling and storage of foods**

- SS.2.1. Use sanitation principles in the food laboratory environment based on current industry regulations
- SS.2.2. Investigate the source of food borne pathogens, symptoms of related illnesses and methods of prevention
- SS.2.3. Apply risk management procedures to food safety, food testing and sanitation





- FPM.2 Integrate knowledge, skills, and practices required to evaluate the significance of marketing strategies employed by food suppliers to influence consumer decisions**
- FPM.2.1. Recognize various food marketing strategies that influence food choices

**M. Food Service and Etiquette (FSE)**

**FSE.1 Identify and implement proper procedures for table service**

- FSE.1.1. Identify and describe plate, family, and buffet service
- FSE.1.2. Demonstrate the placement of table appointments including flatware, glassware, and dinnerware

**FSE.2 Identify and demonstrate acceptable behaviors in table etiquette**

- FSE.2.1.

## **Appendix C**

### **HOME AND CAREER SKILLS PROCESS SKILLS**

The information below is excerpted from the New York State Home and Career Skills Core Curriculum Guide 2005. It is appended here as a reference and a review of the process skills for high school Family and Consumer Sciences teachers. Family and Consumer Sciences high school core courses were designed to provide opportunities for students to apply communication, leadership, management, and thinking skills through each content topic they study.

#### **Introduction to Process Skills**

grounded in needs and issues of society and in developments in Family and Consumer Sciences education.

Achieving Necessary Skills (SCANS). Based on information gathered from businesses and industries across the country, the SCANS determined that process-

performance employer seek foundations and competencies harmonize closely with process skills developed through Family and Consumer Sciences. The New York State Education Department has adapted the SCANS skills into the Career Development and Occupational Studies (CDOS) Universal Foundation Skills.

Most process skills related to Family and Consumer Sciences can be categorized into four organizing skills:

- A. **Communication Skills (C)** *How can I develop effective communication skills to express thoughts, feelings, opinions, and information to enhance family, school, work, and community relationships?*

## **Performance Objectives and Supporting Competencies for Communication Skills**

### **Communication Skills Performance Objective 1**

#### **C.1 Demonstrate communication skills that contribute to positive relationships.**

#### **Communication Skills Objective 1 Supporting Competencies**

- C.1.1 Examine the roles and functions of communications in family, school, work, and community settings.
- C.1.2 Examine communication styles and their effects on relationships.
- C.1.3 Describe types of communication and characteristics of effective communication.
  - Verbal
  - Nonverbal
- C.1.4 Demonstrate verbal and nonverbal behaviors and attitudes that contribute to effective communication.
- C.1.5 Distinguish between hearing and listening.
- C.1.6 Demonstrate effective (active) listening and feedback techniques.
- C.1.7 Examine barriers to communication in family, school, work, and community settings.
- C.1.8 Demonstrate effective communication skills in a group setting to accomplish a task.
- C.1.9 Demonstrate effective communication skills in family, school, work, and community settings.



(Interpersonal Skills) Students will develop positive interpersonal qualities leading to team work and cooperation in large and small groups in family, social, and work situations.

(Managing Information) Students will access and use information obtained from other people, community resources, and computer networks.

(Managing Resources) Students will use resources to successfully carry out a planned activity.

## **Performance Objectives and Supporting Competencies for Leadership Skills**

### **Leadership Skills Performance Objective 1**

**L.1 Demonstrate teamwork and leadership skills in the family, school, workplace, and/or community.**

#### **Leadership Skills Objective 1 Supporting Competencies**

- L.1.1 Examine the roles and functions of teamwork and leadership in family, school, work, and community settings.
- L.1.2 Identify qualities of effective leaders.
- L.1.3 Identify qualities of effective team members.
- L.1.4 Create an environment that encourages and respects the ideas, perspectives, and contributions of all group members.
- L.1.5 Demonstrate strategies to motivate and encourage group members.
- L.1.6 Create strategies to utilize the strengths and limitations of team members.
- L.1.7 Demonstrate techniques that develop team and community spirit.
- L.1.8 Demonstrate ways to organize and delegate responsibilities.
- L.1.9 Create strategies to integrate new members into the team.
- L.1.10 Demonstrate processes for cooperating, compromising, and collaborating.
- L.1.11 Demonstrate leadership and teamwork in a group setting to accomplish tasks.
- L.1.12 Demonstrate leadership and teamwork in family, school, work, and community settings.

C. **Management Skills (M)** *How can I develop effective management skills in order to achieve goals for self, family, school, work, and community?*

### **Standards Connections**

**Management Skills support the NYS Family and Consumer Sciences Learning Standards 2 ±A Safe and Healthy Environment, 3 ±Resource Management and NYS Career Development and Occupational Studies Learning Standards 1 ±Career Development, 2 ±Integrated Learning, and 3a ±Universal Foundation Skills.**

### **Rationale**

Management process skills are used to carry out actions in order to meet individual, family, school, work, and community needs. They include goal setting, planning, implementing, evaluating, problem solving, and decision making. Management involves determining the goals that can be realistically accomplished; planning the steps to take and resources to use; carrying out the plan in an efficient and cost effective way; and evaluating the implementation process and the result. Students in Home and Career Skills classes practice managing resources such as time, talent, energy, and money, in order achieve goals for self, family, school, work, and community.

### **Key Ideas**

NYS FACS 2 - Students can provide a safe and nurturing environment for themselves and others.

NYS FACS 3 - Students will understand and be able to manage personal resources of talent, time, energy, and money, and make effective decisions in order to balance their obligations to work, family, and self. They will nurture and support positive relationships in their homes, workplaces, and communities. They will develop and use their abilities to contribute to society through pursuit of a career and commitment to long-range planning for their personal, professional, and academic futures. They will know and access community resources.

NYS CDOS 1 - Students will use communication skills to achieve personal goals.

NYS CDOS 2 - Students can use the essential academic concepts, facts, and procedures in applications related to life skills and the world of work.

NYS CDOS 3a - (Thinking Skills) Students will use thinking skills for problem solving, experimenting, and focused observation and apply the application of knowledge to new and unfamiliar situations.

(Personal Qualities) Students will develop competence in self-management and the ability to plan, organize, and take independent action.

(Interpersonal Skills) Students will develop positive interpersonal qualities leading to team work and cooperation in large and small groups in family, social, and work situations.

(Managing Information) Students will access and use information obtained from other people, community resources, and computer networks.

(Managing Resources) Students will use resources to successfully carry out a planned activity.

## **Performance Objectives and Supporting Competencies for Management Skills**

### **Management Skills Performance Objective 1**

**M.1 Explain the importance of effective management of resources in a variety of relevant life situations.**

#### **Management Skills Objective 1 Supporting Competencies**

M.1.1 Explain *management* as it relates to personal, family, and work life.

M.1.2 Compare ways in which different people make different choices in the same situation.

### **Management Skills Performance Objective 2**

**M.2 Explain how decision making, problem solving, and goal setting assist with management of resources (i.e. time, money, energy).**

#### **Management Skills Objective 2 Supporting Competencies**

M.2.1 Explain the interrelatedness of the decision-making, problem-solving and goal-setting processes.

### **Management Skills Performance Objective 3**

M.3 Explain how needs, wants, values, goals, and standards impact decision making, problem solving and goal setting.

#### **Management Skills Objective 3 Supporting Competencies**

M.3.1 Define *needs, wants, values, goals, and standards*.

M.3.2 Describe how needs, wants, values, goals, and standards influence decisions.

M.3.3 Examine how individuals and families make choices to satisfy needs and wants.

### **Management Skills Performance Objective 4**

M.4 Identify human, economic, and environmental resources that are available and appropriate to use in decision making, problem solving and goal setting.

#### **Management Skills Objective 4 Supporting Competencies**

M.4.1 Define *resources*



- M.4.2 Classify human, economic, and environmental resources.
- M.4.3 Identify human, economic, and environmental resources that are limited and/or expendable, and select those that are available and appropriate to the relevant life situation.
- M.4.4 Describe several ways to substitute or increase resources by combining them.
- M.4.5 Give examples and demonstrate how resources have credibility, change over the lifespan, and are influenced by changing needs and goals and availability.
- M.4.6 Determine individual and family responsibility in relation to the environmental trends and issues.
- M.4.7 Examine behaviors that conserve, reuse, and recycle resources to maintain the environment.

### **Management Skills Performance Objective 5**

M.5 Apply the decision-making process in a logical, sequential manner to relevant life situations involving a choice.

#### **Management Skills Objective 5 Supporting Competencies**

- M.5.1 Define *decision making*.
- M.5.2 State sequentially the basic steps in the decision-making process.
- M.5.3 Apply the steps sequentially to make a decision.
- M.5.4 Apply the decision-making process in family, school, work, and community settings.

### **Management Skills Performance Objective 6**

M.6 Use the problem-solving process to identify appropriate solutions, in a logical and sequential manner, and apply the solution chosen to real-life problem situations.

#### **Management Skills Objective 6 Supporting Competencies**

- M.6.1 Define *problem solving*.
- M.6.2 State sequentially the basic steps in the problem-solving process.
- M.6.3 Apply the steps sequentially to solve a problem situation.
- M.6.4 Apply the problem-solving process to solve problems in family, school, work, and community settings.
- M.6.5 Explain the appropriateness of alternative solutions.

### **Management Skills Performance Objective 7**

**M.7 Apply the goal-**

**M.8 Demonstrate management of individual and family resources, including food, clothing, shelter, money, time, and personal energy.**

**Management Skills Objective 8 Supporting Competencies**

- M.8.1 Apply management skills to organize tasks and responsibilities.
- M.8.2 Implement management skills in the planning, purchasing, preparing, serving, and storing of safe and nutritious food.
- M.8.3 Implement management skills in the purchasing, creating, and/or maintenance of clothing
- M.8.4 Implement management skills involving personal space, housing, and furnishings.
- M.8.5 Implement management skills involving money.
- M.8.6 Implement management skills involving time.
- M.8.7 Implement management skills involving personal energy.

**Management Skills Performance Objective 9**

M.9 Demonstrate management of individual and family resources in family, school, work, and community settings.

**Management Skills Objective 9 Supporting Competencies**

- M 9.1 Allocate individual and family resources to complete a task.



**T.1 Demonstrate creative and critical thinking skills in family, school, work, and/or community settings.**

**Thinking Skills Objective 1 Supporting Competencies**

- T.1.1 Examine the roles and functions of creative and critical thinking skills in family, school, work, and community settings.
- T.1.2 Describe creative thinking skills.
- T.1.3 Describe critical thinking skills.
- T.1.4 Demonstrate creative and/or critical thinking skills to accomplish a task.