

PERSONAL FINANCE COURSE SYLLABUS

Chamblee High School

Teacher: Iris C. Staten
Room Number: 4006 (Penthouse Level)
Semester: Spring
Textbook: AMSCO *Personal Finance*

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Tutorial: (by appointment)
Website: <http://statencchs.weebly.com>

Course Description: This course will provide students with an introductory examination of the basic concepts, principles and methods central to **personal finance skills – including managing and balancing budgets; understanding and building credit; protecting against identity theft and consumer protections; and understanding tax forms, student loan applications, and pay stubs, with a specific focus on how students can apply that knowledge to their own personal finances.**

Course Prerequisites: None

Course Outline:

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|----------------|--|-----------------|------------------------------------|
| Week 1: | Intro/Financial Planning Basics | Week 10: | Investing for the Future |
| Week 2: | Financial Planning Basics | Week 11: | Using Credit Wisely |
| Week 3: | Financial Planning Basics | Week 12: | Using Credit Wisely |
| Week 4: | Working and Earning | Week 13: | Using Credit Wisely |
| Week 5: | Working and Earning | Week 14: | Using Credit Wisely /Managing Risk |
| Week 6: | Budgeting, Banking, and Money Management | Week 15: | Managing Risk |
| Week 7: | Budgeting, Banking, and Money Management | Week 16: | Managing Risk |
| Week 8: | Budgeting, Banking, and Money Management | Week 17: | Economic Decision Making |
| Week 9: | Investing for the Future | Week 18: | Economic Decision Making |

Grading Scale

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| Tests (Summative Assessments) | 30% |
| HW/Projects (Guided/Group Practice) | 45% |
| Quizzes/Participation (Assessment During Learning) | 25% |

NAVIGATING THE COURSE



Class website: The class calendar, links, and other important information, including a copy of this document, can be found by clicking this icon. The website address is: <http://statencchs.weebly.com/>



Canvas will be the platform used for graded assignments. **All assignments must be uploaded/submitted to this platform.** Additionally, assessments in Canvas are timed and cannot be paused. Late assignments are subject to point deduction.



email.

Conferences/Tutorials: Parents and students can make appointments at this link located on the Home page of my website as well as the Class Resources page in Canvas. The link to join the conference will be included in the confirmation



Infinite Campus: All stakeholders are strongly encouraged to download the student/parent infinite campus app and **set alerts to receive notifications when grades are posted.** My goal is to have all assignments graded and posted in IC within 2-3 days, **please understand that in order to do this and provide students with an adequate number of opportunities to improve their grade, it is essential that assignments are completed on time.** Current assignments are always a priority, please do not contact me regarding make-up assignments, they will be added at my earliest convenience.

****In the rare case a mistake is made and there is a discrepancy with what is listed in Infinite Campus, please take a screenshot of the grade in Canvas and send it to me via Remind, no other dialogue is needed. This method should not be used in the case of makeup work, just mistakes.**

COURSE EXPECTATIONS

- ❖ My courses are preparatory courses for individuals about to enter adulthood. While you are not expected to be perfect, I do expect a certain degree of maturity and accountability. Your grade is your responsibility and at this point, if issues should arise, you should be the person to communicate those issues. Again, you're not expected to be perfect, but you are expected to try.
- ❖ Being late to class is disruptive and annoying for both me and the person that has to open the door. I get it, sometimes being late cannot be avoided, but for many of you, it's a pattern that requires adjustment. I will extend you 1 "no explanation needed" tardy, however, assessments and homework checks will be set to begin at the start of the class period and close after the time allotted has expired. If you have an unexcused tardy or absence, you will not be given extra time to complete the timed assessment and will have to utilize the time remaining. You will also not be allowed to make up assessments during class time, you must come after school. Furthermore, you will not be granted additional days to make up the assignment. See the scenarios below for more explanation:
 - You are late, but it's only your 1st or 2nd tardy – you must come after school day of, or following day to makeup the assignment or a zero will be given, no exceptions.
 - You have more than 2 tardies -- same as above, however you will be given an alternative assessment.
 - You decide to just skip and come after school to take the assessment.
 - without a pink pass (excuse) from the office, see the previous stipulations.
 - The makeup policy is the same in regards to excused absences, you have 2 days to make up the assignment, however, please expect parental follow-up in the case of multiple "excused" absences or tardies. Ultimately, I just need to be able to teach and maintain some degree of structure and efficiency within the classroom, none of these policies are designed to be punitive for the sake of being punitive.
 - Important: long term assignments must be turned in on or before the due date for credit.
- ❖ Make an effort to comprehend the material, stay current with the assignments, and let me know if you need help while there's time to address the issue is advised. I teach and test conceptual thinking rather than rote (memorization without comprehension.) Stay on task, work hard, listen carefully (can't stress that part enough), and ask for clarification when necessary.
- ❖ By participating in class and group discussions, you will not only be more successful, but the class will be more interesting. It is my sincere hope that you will enjoy and benefit from this class, so I encourage your active participation in class discussions.
- ❖ All students are required to sign up for Remind updates. This will be our primary mode of communication, only parents should send emails.
 - [Remind link for Personal Finance](#)
 - you can also text # **81010** and in the subject add the class code (make sure to include the @)
Please use your first and last name (no nicknames please)
code: h282d4
- ❖ Students and parents should not expect grade curves or "desperation" extra credit assignments, however, I do offer a few special opportunities for students to improve their grade throughout the semester and students must take advantage of these opportunities when they are offered. I

also consider class participation, regular attendance, and adherence to expectations (guidelines) if your final grade is a borderline situation.

- ❖ Parents may contact me via email to confer about any concerns related to your child. My email address is: Iris_C_Staten@dekalbschoolsga.org. As always, progress reports will be distributed each 4 ½ weeks and course grades can be monitored online via Infinite Campus <https://campus.dekalb.k12.ga.us>
- ❖ If you adhere to these guidelines, expect good things to happen. Veteran Staten students who have made high grades in my courses typically have four things in common: They regularly attend class, complete all assignments, and seek help when necessary. They also tend to participate in class discussions. Consistency is extremely important.
- ❖ The teacher reserves the right to make any changes to the course and grading procedures if and when necessary. The students will be notified of any such changes and asked to include them in their notes.

The final requirement of this course: Enjoy yourself and have fun. ☺

This syllabus is a contractual agreement and students and parents are expected to be aware of its contents. Please review it carefully and complete the required syllabus signature page on my website stating that you have read and understand these guidelines. This [syllabus link](#) can be accessed here or on the specific course page by clicking the tab marked 'syllabus confirmation link' or by typing the following link: <http://statencchs.weebly.com/course-syllabus.html>