

Guidelines for the Vicksburg Community Schools Proposal Form

All Forms of Proposals are due by February 26, 2010

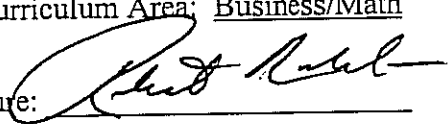
Use the Vicksburg Community Schools Proposal Form and the form outline as indicated. This form will be used as your cover sheet. Check each item as you edit or create your final draft.

- Proposal Background & Overview – Write a narrative that includes:
 - ✓ Relevant background/history.
 - ✓ Problem or other basis for the proposal (i.e. student needs, etc.).
 - ✓ Reasons for making the change.
 - ✓ Targeted students and District/Building/Curriculum Area Goals.
- Complete Description of Proposed Change(s):
 - ✓ List all major changes, components and/or strategies of the proposal.
 - ✓ Give rationale for each change (base the rationale on research or best practice information).
 - ✓ Include new course/textbook title, course/textbook replaced, credit, and prerequisite(s).
 - ✓ Attach the current benchmarks/EPS, course outline, and/or general syllabus (models available upon request – contact curriculum office – VAB)
- Implementation Plan
 - ✓ Give a full explanation of the implementation timeline, action items, and responsibilities for implementing.
 - ✓ *Itemize, in detail, all proposal costs. Include 1st year costs and a budget to maintain the proposal after implementation. Include resource needed to support change. (texts, soft/hardware, consumables, substitute cost, training, equipment, personnel). Use resource expenditures worksheet to itemize all costs.
- Anticipated/Expected Impact
 - ✓ Explain the anticipated proposal outcomes. Describe how the proposal will impact students, staff, and the instructional program. Include expected gains in student success. Include how this proposal articulates with other courses/levels in this subject area & across the curriculum (scope and sequence) and, strategies for coordinating with other departments/levels.
- Proposal Evaluation Plan and Student Achievement
 - ✓ Explain the means of assessment & grading (semester project, term paper, objective-based tests, surveys, workshop feedback).
 - ✓ Explain how this proposal will be evaluated, the timeline used, what data is to be collected (survey results, district assessments), and how the evaluation will be reported.

Name: Scott Wills

Department and Curriculum Area: Business/Math

Building: High School

Principal's Signature: 

Title of Proposal: Business Math Class

Committee Chair: Scott Wills

Committee Members: Scott Wills, Terri Secord, Rob Kuhlman, John O'Toole

Dates of Board Review and Action: _____

*Include Attachment

Business Math Proposal Guidelines 3/8/2010

BUSINESS MATH PROPOSAL

PROPOSAL BACKGROUND & OVERVIEW

Business Math would be a more practical, real world Math for students that would focus on concepts related to being a customer or an employee. It would fulfill a need for students to obtain a 4th Math credit for the Michigan Merit Curriculum.

COMPLETE DESCRIPTION OF PROPOSED CHANGE(S)

The new course will be a year long course and would require one teacher section per year. The textbook would be Business Math from South-Western. It would be a 1 credit class.

IMPLEMENTATION PLAN

The implementation of this proposal would be for the 2010-2011 school year. Board approval would be needed in the spring of 2010, so that students could begin scheduling for the following year. This cost for textbooks and workbooks for the first year is \$2938.00, with a yearly cost of \$667.50 for consumable workbooks.

ANTICIPATED/EXPECTED IMPACT

The course would allow students to fulfill their 4th Math credit in the Michigan Merit Curriculum. The practical math taught in this course will be useful for students in their everyday lives.

PROPOSAL EVALUATION PLAN AND STUDENT ACHIEVEMENT

The means of assessment and grading of the students will be through tests, quizzes, work habits, assignments, homework, and projects. The proposal will be evaluated by getting input from Guidance Counselors relating to the MMC, Math Department teachers in terms of content; as well as feedback from students about the class obtained from student surveys given upon completion of the course. This will allow us to continue to alter the program as needed to best meet the demands of students.

RECOMMENDATION FOR COURSE CHANGES/ADDITIONS

Dept. and Curriculum Area: Business Department/Math Curriculum (MMC)

New Course Title: Business Math

Replaces Course: N/A (new course)

Credit: ☒ One credit ☐ Half Credit Required for Graduation? ☒ Yes ☐ No

☐ Honors Level ☐ Advanced Placement ☐ Remedial/Retrieval

Targeted students (grade level, special populations, restrictions)

Seniors who need a 4th Math credit under the Michigan Merit Curriculum

Prerequisite(s) none

Reasons for Making Change (What student needs will this course address?)

This course will address the need of providing students with alternatives by giving them another choice for a 4th Math credit under the Michigan Merit Curriculum.

Course Description (attach course outline & general syllabus)

How does the course articulate with other courses/levels?

✍ In this subject area: It combines Business and Math by providing students with Math that will help them as an employee and a consumer.

✍ Across the curriculum? It satisfies the criteria for a 4th Math credit under the Michigan Merit Curriculum.


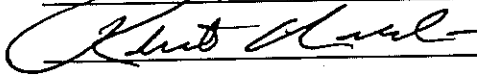
Meets the Following Student **Michigan Merit Curriculum** expectations (Attach a listing of **MMC** that will be assessed for this course or program.)

Means of Assessment & Grading (e.g., semester project, term paper, objective-based tests, etc.) tests/quizzes, work habits, assignments/homework, and projects.

Special Instructional Features (lab, lecture, self-pacing, computer assisted, action research, etc.) A combination of lecture, demonstration, and cooperative learning will be used.

Rationale for Honors Course Designation (if applicable):

N/A

Person Submitting Proposal

Principal/Administration Liaison

Superintendent

word/tlc/changes.doc

BUSINESS MATH

Syllabus

COURSE DESCRIPTION

Business Math is a 1 credit course that will be helpful to any student by focusing on real world math concepts that they might encounter as a customer or an employee. This course can be used as a Math credit in the Michigan Merit Curriculum. This class will focus on these areas:

- Gross Pay
- Net Pay
- Banking
- Credit Cards
- Loans
- Owning a Car or Home
- Insurance and Investments
- Budgets
- Business Costs
- Sales and Marketing
- Managing People and Inventory
- Business Profit and Loss
- International Business

ASSESSMENT

Grades will be determined based on the following criteria:

Tests/Quizzes = 25%

Work Habits = 25%

Assignments/Homework = 25%

Projects = 25%

BEHAVIORAL EXPECTATIONS

- NO LATE WORK WILL BE ACCEPTED!!! In the event of an absence, a student is responsible for obtaining and making up any missed work and is allowed an extra day to complete the assignment. If a student is absent on a due date, the assignment is due the day a student returns.
- To keep students informed of their progress, each week a progress report will be posted by student number. This report will indicate your grade for each assignment as well as your overall grade in the class.
- It is your responsibility to inform the teacher if corrections need to be made. A detailed progress report is available for you or your parents upon request.
- Time spent on homework will vary from day to day and week to week. Homework could include: reading text, studying for quizzes, defining vocabulary, and answering questions from the reading.

VICKSBURG COMMUNITY SCHOOLS
SINGLE TEXTBOOK PROPOSAL FORM


1. Title of textbook recommended: Business Math
 Proposed for (class(es) or grade levels): Business Math
 Publisher: Cengage Learning Edition: 17th Copyright: 2010
 Publisher's Catalog Number: 9780538448734/0538448733
 - a. Have you contacted publisher to insure delivery of STATED text: Yes
 - b. Name/Phone number of company representative who was contacted:
Dalynne Adams Phone (269) 353-3944
 - c. Date of catalog or price sheet: February 16, 2010
2. Textbook to be replaced/or updated: N/A (new class)
 Publisher: _____ Edition: _____ Copyright: _____
 Inventory and condition: (enter number on each line)
 Good _____ Fair _____ Poor _____
3. Cost Factor: (Be specific as to projected numbers, cost totals)
 - a. Initial cost of textbooks: Number of texts 30 @ 67.25 = \$ 2,017.50
 - b. Yearly cost of consumable texts: 30 @ 22.25 = \$ 667.50
 - c. Cost of other materials (records, filmstrips, additional AV equipment if necessary to implement, etc.) Specify below:

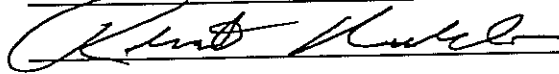
Exam View @ 140.00 = \$140.00
 - d. Total cost:

= \$ 2,825.00
 10% S/H = \$ 113.00
 TOTAL COST = \$ 2,938.00
4. Curriculum Alignment:
 - a. Has recommended text been reviewed with respect to the current curriculum and assessments? yes
 - b. Will a change in current curriculum and assessments be necessary?
no

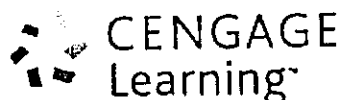
- c. Briefly outline major deviations from current curriculum. Be specific and include grade levels where appropriate. Also state rationale for proposed curriculum and/or assessment changes.

Class will be used to count for a 4th year Math credit under the Michigan Merit Curriculum.





Person Submitting Proposal
Principal/Administration Liaison
Superintendent

**Quote Prepared For:**

Mr. Scott Wills
VICKSBURG HIGH SCHOOL
 501 E Highway St
 Vicksburg, MI 490971338
 (616) 321-1110

Quote Prepared By:

Dalynne Adams

(269) 353-3944
dalynne.adams@cengage.com

Ordering Information and Processing:

Cengage Learning
 ATTN: Order Fulfillment
 P. O. Box 6904
 Florence, KY 41022-6904
 (800) 354-9706
 FAX: (800) 487-8488

Quote: Business Math

Created: 2/16/2010

Prices in quote are effective until: 8/31/2010

Qty	Product	Price	Quoted Price	Total
30	Business Math , Hansen; 17th Edition [Professional and Educational, 2010] 9780538448734 / 0538448733	\$67.25	\$67.25	\$2,017.50
1	Instructor's Resource CD-ROM for Hansen's Business Math, SCHULTHEIS/KACZMARSKI; 17th Edition [Professional and Educational, 2010] 9780538448741 / 0538448741	\$150.00	\$0.00	No Charge
1	Web Site for Hansen's Business Math, HANSEN/SCHULTHEIS/KACZMARSKI; 17th Edition [Professional and Educational, 2010] 9780538450089 / 0538450088	\$28.00	\$0.00	No Charge
1	Instructor's Wraparound Edition for Hansen's Business Math , SCHULTHEIS/KACZMARSKI; 17th Edition [Professional and Educational, 2010] 9780538448857 / 0538448857	\$112.50	\$0.00	No Charge
0	Digital Data Activities CD-ROM for Hansen's Business Math, SCHULTHEIS/KACZMARSKI; 17th Edition [Professional and Educational, 2010] 9780538448826 / 0538448822 <i>Interactive study guide template that includes activities and projects used for assessment of chapter topics. Windows/Mac. Site License.</i>	\$161.75	\$161.75	Optional
1	Instructor's Edition Workbook for Hansen's Business Math, SCHULTHEIS/KACZMARSKI; 17th Edition [Professional and Educational, 2010] 9780538448802 / 0538448806	\$35.00	\$0.00	No Charge
30	Workbook for Hansen's Business Math, Hansen; 17th Edition [Professional and Educational, 2010] 9780538448840 / 0538448849	\$22.25	\$22.25	\$667.50
1	ExamView® for Hansen's Business Math, SCHULTHEIS/KACZMARSKI; 17th Edition [Professional and Educational, 2010] 9780538448833 / 0538448830	\$140.00	\$140.00	\$140.00

Sub-Total: \$2,825.00
+ Tax (0%): \$0.00
+ Estimated Shipping Amount: \$113.00
TOTAL: \$2,938.00

Requested By: September 2010

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