Madison Public Schools

Personal Finance Grades 11-12

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Course Overview

Description

Beginning with the Class of 2020, Personal Finance is a mandatory, one semester elective that students will take during their sophomore, junior or senior year in order to meet the New Jersey state financial, economic, business and entrepreneurial literacy requirement. Personal Finance is a practical and relevant course for students that introduces them to a variety of financial concepts and strategies. Students will acquire an elevated level of financial competency and sophistication which they will be able to apply to their daily lives.

The course is structured in a manner in which basic financial concepts are initially introduced to form a foundation from which later, more complex and sophisticated concepts will build. This course ultimately provides a comprehensive look at financial topics in great depth.

The course utilizes an interactive, activity-driven curriculum, designed to engage students in practical, real-world scenarios. Topics covered include; Budgeting, Banking Services, Investing, Credit, Taxes and Risk Management. The ultimate goal of the business education curricula is to deepen students' personal financial literacy knowledge, including the skills necessary to effectively manage personal finances by the time they graduate, as well as to promote understanding of the foundational concepts in economics, including student understanding of how the economy works and their own role in the economy. This goal for business curriculum is communicated in the State of New Jersey's Financial Literacy Requirement (2009).

Goals

This course aims to improve the student's ability to:

- Develop an understanding of budgeting and how to effectively manage money
- Elevate awareness and understanding of a variety of banking services including savings accounts, checking accounts, money market accounts, certificates of deposit, safe deposit boxes and loans
- Analyze a variety of investment alternatives including real estate, stocks, bonds and mutual funds and understand risk and reward of the various investment options
- Embrace the notion of diversification within an asset portfolio to help mitigate risk
- Research and analyze public companies to determine whether they are viable options for investment
- Actively manage an investment stock portfolio with the objective of growing the portfolio throughout the semester
- Understand the concept of credit, the mechanics of how it works, its significance in the world and to the individual, and the advantages and potential pitfalls of using credit
- Decipher the difference between "gross" and "net" income
- Understand the concept of tax, including entities that tax individual's' income, the impact of income tax on one's salary, how property tax is calculated, what property tax is used for, and the significance of property tax in NJ vs other states
- Comprehend the benefits of insurance to transfer risk while providing financial protection for various assets
- Interpret the components & provisions of auto insurance policies

• Understand basic insurance terminology including; premiums, deductibles, coverage, exclusions and beneficiary

Resources

Suggested activities and resources page (add link)

Modifications and Adaptations for Special Needs Learners

(Gifted and Talented Students, English Language Learners, Special Education Students, At-Risk Students)

Unit 1 Overview

Unit Title: Budgeting

Unit Summary:

The first unit will introduce the students to the understanding of how to manage your money. Using Microsoft Excel as a tool, the students will create a monthly budget which will include both their monthly income, along with their projected expenses. Additionally, using Excel the student will create an expense tracker to help them track their daily expenses. By making the students accountable each day to keep track of all of their expenses until the next class, the students will become more aware of how they spend their money. At the end of each month, the students will reflect on how they managed their money for the month by comparing their actual expenses (from the expense tracker) to their budgeted expenses (from the monthly budget).

Suggested Pacing: 6 lessons

Learning Targets

Unit Essential Questions

- What is a budget, and why is it important to make a budget?
- How do you determine what your monthly income and expenses are going to be?

Unit Enduring Understandings:

- Budgets are an essential part of a business's management of their finances and equally important for individuals and families.
- Pre-planning your income and expenses is essential to financial security and soundness.
- In order to achieve financial goals in life, you must have a plan, which includes a budget.

Evidence of Learning

- Students will create their own monthly budgets using Excel
- Students will create their own monthly expense tracker using Excel
- Students will successfully complete an activity titled "John Doe/Sue Sample Budget" requiring them to create a hypothetical budget given a variety of income and expense items

Suggested Assessments	Standards (NJCCCS CPIs, CCSS, NGSS)	Pacing
	9.1 Personal Finance Literacy 9.1.12.B.2 Compare strategies for saving and investing and the factors that influence how much should be saved or invested to meet financial goals.	2 Lessons
sential ent/Skills nagement, ncome, and	ent/Skills Assessments nagement,	nagement, acome, and 9.1 Personal Finance Literacy 9.1.12.B.2 Compare strategies for saving and investing and the factors that influence how much should be saved or

Create and analyze a monthly budget and expense tracker Use Excel as a planning tool to create a monthly budget of income and expenses	Microsoft Excel, including formatting tools and the use of formulas	Create an individual Expense Tracker using Excel Create an individual Monthly Budget using Excel Create a budget using Excel for a fictitious person (John Doe) given a combination of expenses and income items.	9.1 Personal Financial Literacy: 9.1.12.B.3 Construct a plan to accumulate emergency "rainy day" funds. 9.1.12.B.6 Design and utilize a simulated budget to monitor progress of financial plans. Career Ready Practices: CPR3: Attend to personal health and financial well-being CPR11: Use technology to enhance productivity NJ Core Curriculum Content Standards - Technology: 8.1.12.A.4 Construct a spreadsheet workbook with multiple worksheets, rename tabs to reflect the data on the worksheet and use mathematical or logical functions, charts and data from all worksheets to convey the results 8.1.12.A.5 Create a report from a relational database consisting of at least two tables and describe the process, and explain the report results	4 Lessons

Unit 2 Overview

Unit Title: Banking Services

Unit Summary: Within this unit, students will explore the various types of services/products that banks offer including; Savings Accounts, Checking Accounts, Money Market Accounts, Certificates of Deposit, Mortgages and Auto Loans. Along the way, we will compare and contrast the pros and cons of each. Students will also be required to compare the differences between banks. Additionally, students will learn how to calculate the interest earned on a CD as well as, how to research to find the best interest rate. Similarly, students will learn how to research to find the best mortgage and auto loans rates, then calculate the monthly cost of each after first buying both a home then separately buying a car.

Suggested Pacing: 10 lessons

Learning Targets

Unit Essential Questions:

- What are the benefits of each type of service that a bank offers?
- Are all banks the same?
- How do you calculate monthly mortgage payments and auto loan payments?

Unit Enduring Understandings:

• It is important to shop around because not all banks offer the exact same products or interest rates.

- By comparison shopping, you can save yourself a lot of money on your mortgage and auto loan payments.
- In order to grow your money, there are better options than savings accounts.

Evidence of Learning

- Students will complete a Bank Comparison Sheet, exploring different services that each has to offer.
- Students will complete an activity that will require them to research to compare/find the best interest rates on Certificate of Deposit.
- Students will complete an activity that will require them to research to purchase a home, then find the best mortgage rate and calculate the monthly mortgage payment on the house.
- Students will complete an activity that will require them to research to purchase a car (both new and used), then find the best auto rate and calculate the monthly auto loan payment on these cars.

Objectives (Students will be able to)	Essential Content/Skills	Suggested Assessments	Standards (NJCCCS CPIs, CCSS, NGSS)	Pacing
Understand the different banking services that are offered by banks and the pros/cons of each Compare and contrast the banking services of 2 different banks	Different banking services that are available and how not all banks are exactly the same in what they offer	Complete a Bank Comparison Sheet using the internet as a research tool	9.1 Personal Financial Literacy 9.1.12.B.9 Research the types and characteristics of various financial organizations in the community. 9.1.12.C.1 Compare and contrast the financial benefits of different products and services offered by a variety of financial institutions. 9.1.12.D.5 Justify the use of savings and investment options to meet targeted goals. 9.1.12.D.7 Explain the risk, return, and liquidity of various savings and investment alternatives. 9.1.12.D.10 Differentiate among various investment products and savings vehicles and how to use them most effectively	3 Lessons
Research to find the best interest rates on Certificates of Deposit	Interest rates on a Certificate of Deposit	Complete a worksheet that requires students to use Bankrate.com to find Certificate of Deposit interest rates	9.1.12D.5 Justify the use of savings and investment options to meet targeted goals. 9.1.12.D.7 Explain the risk, return, and liquidity of various savings and investment alternatives.	3 Lessons
Research to find home prices on homes for sale, then research to find the best mortgage rates and finally calculate to determine the monthly mortgage expense	Researching to find a home, finding the lowest mortgage rate, calculating the monthly mortgage payment	Complete a worksheet that requires students to use the following websites to determine monthly mortgage expenses; Trulia.com, Bankrate.com	9.1.12.B.8 Describe and calculate interest and fees that are applied to various forms of spending, debt, and savings. 9.1.12.C.4 Compare and contrast the advantages and disadvantages of various types of mortgages. 9.1.12.C.2 Compare and compute interest and compound interest and develop an amortization table using business tools.	2 Lessons
Research to find car prices, then research to find the best auto loan rates and	Researching to find a car, finding the lowest auto loan rate, calculating to	Complete a worksheet that requires students to use the following websites to	9.1.12.B.8 Describe and calculate interest and fees that are applied to various forms of spending, debt, and savings.	2 Lessons

finally calculate to	the monthly auto loan	determine monthly	9.1.12.C.2 Compare and compute interest
determine the monthly	payment	mortgage expenses;	and compound interest and develop an
auto loan expense.		Trulia.com, Bankrate.com	amortization table using business tools.

Unit 3 Overview

Unit Title: Check Writing and Reconciliation

Unit Summary: Within this unit, students will learn the basics of checking accounts and check writing. Along the way, students will learn the "parts of a check" and how to properly write a check and then post it into the Checkbook Register. After which, students will learn the importance of reconciliation at month's end. Included in this unit is the understanding of various terminology such as; stop payment, certified check, cashier's check, post dated check, restricted endorsements, full endorsement, overdrafts and floating a check.

Suggested Pacing: 5 lessons

Learning Targets

Unit Essential Questions:

- What are the benefits to writing checks (as a form of payment)?
- Why do you post the transaction into your checkbook register?
- What is the significance of reconciliation?

Unit Enduring Understandings:

- Writing out a check is an essential life skill.
- Receiving a personal check as a form of payment can be risky (vs a certified or cashier's check).
- Balancing your checkbook (reconciliation) is important and can save you money from overdraft fees.

Evidence of Learning

- Students will complete an activity that will have them practice writing out checks and posting the transactions into the checkbook register.
- Students will complete an activity that will require them to reconcile their checkbook register after one month's worth of transactions.
- Students will take an end of unit assessment (quiz).

Objectives (Students will be able to)	Essential Content/Skills	Suggested Assessments	Standards (NJCCCS CPIS, CCSS, NGSS)	Pacing
Understand the parts of a check, what the checkbook register is used for and different checking terminology including; cashier's check, certified check, bouncing a check, voided check, stop payment, restrictive endorsement and full endorsement	Parts of a check, cashier's check, certified check, bouncing a check, voided check, stop payment, restrictive endorsement and full endorsement		9.1 Personal Financial Literacy 9.1.12.E.1 Evaluate the appropriateness of different types of monetary transactions(e.g. Electronic transfer, check certified check, money order) for various situations.	1 Lesson
Properly write out a check and enter it into their checkbook register	Check writing, checkbook register	Check writing activity (handout)		2 Lessons
Balance/reconcile their checkbook	Balancing a checkbook, reconciling	Reconciliation activity (handout)	9.1.12.E.3 Determine how objective, accurate, and current financial information affects the prioritization of financial decisions.	2 Lessons

Unit 4 Overview

Unit Title: Investing

Unit Summary: Within this unit, students will be introduced to the world of investing by exploring the mechanics of investing in the stock market. We will begin by learning about the difference between private and public companies, why some private companies elect to become public, and what being public means/entails. Students will then explore the process of becoming public and learn about such concepts as; IPO, stock, stock symbols, stock exchanges, what influences the price of a stock, dividends, stock splits and performance metrics. Additionally, students will learn about mutual funds and the pros and cons as an investment option.

Suggested Pacing: 20 Lessons

Learning Targets

Unit Essential Questions:

- What is the stock market and how does it work?
- Why is it important to have some of your money invested in the stocks and bonds?
- What are 401k and IRA plans and what benefits do they provide?

Unit Enduring Understandings:

- It is beneficial to have some of your money invested in the stock market to ensure diversification and to outpace inflation.
- It is important to have diversification within your investments.

• Investing in 401k and/or IRA's provide tax sheltered, long term growth opportunities.

Evidence of Learning

- Students will complete an activity that requires them to research various companies(stocks) and gather relevant information about each including; stock symbol, exchange, current price, YTD return %, 10 year return %, corporate location and CEO.
- Working with a partner, students will research and select a portfolio of stocks to invest in given comprehension research parameters. Throughout the remainder of the semester, there will be designated "trading days" where students will sell/buy stocks with the objective of maximizing their portfolio returns.
- Students will learn how to navigate Vanguard's website to research various aspects of mutual funds.
- Students will take an end of unit assessment(quiz).

Objectives (Students will be able to)	Essential Content/Skills	Suggested Assessments	Standards (NJCCCS CPIS, CCSS, NGSS)	Pacing
Understand and synthesize how key economic concepts affect their planning and decision making as it relates to investing	Bedrock principles; inflation, liquidity, interest rates(Fed), how a bank makes money and compounding interest		9.1 Personal Financial Literacy 9.1.12.B.2 Compare strategies for saving and investing and the factors that influence how much should be saved or invested to meet financial goals. 9.1.12.B.5 Analyze how changes in taxes, inflation, and personal circumstances can affect a personal budget. 9.1.12.D.5 Justify the use of savings and investment options to meet targeted goals. 9.1.12.D.2 Assess the impact of inflation on economic decisions and lifestyles. 9.1.12.D.3 Summarize how investing builds wealth and assists in meeting long and short term financial goals.	2 Lessons
Comprehend various investing terms and concepts including 401k plans, IRA's, public v private companies, IPO's, stock prices, dividends, stock splits, bonds, performance metrics and mutual funds Research to gather and evaluate different stocks' information, prices and performance metrics	Why a company decides to go public, the mechanics behind this process and how to evaluate a stock's performance over time	Stock Research Sheet (worksheet)	9.1.12.D.7 Explain the risk, return, and liquidity of various savings and investment alternatives. 9.1.12.D.15 Analyze how savings, retirement plans and other investment options help shift the current income for the purpose of tax reporting and filing.	10 Lessons
Research, analyze and purchase stocks in a mock stock portfolio	Researching and evaluating stocks and making sound investment decisions based on their research	Stock Portfolio activity (Excel spreadsheet)	9.1.12.D.1 Calculate short and long term returns on various investments. 9.1.12.D.10 Differentiate among various investment products and savings vehicles and how to use them most effectively.	8 Lessons

	Career Ready Practices: CPR3: Attend to personal health and financial well-being CPR11: Use technology to enhance productivity	
	NJ Core Curriculum Content Standards - Technology: 8.1.12.A.4 Construct a spreadsheet workbook with multiple worksheets, rename tabs to reflect the data on the worksheet and use mathematical or logical functions, charts and data from all worksheets to convey the results 8.1.12.A.5 Create a report from a relational database consisting of at least two tables and describe the process, and explain the report results	

Unit 5 Overview

Unit Title: Credit

Unit Summary: Within this unit, students will be introduced to the concept of credit - what is it and why is it important. We will first explore the significance of credit from a global perspective, after which, we will drill down to identify the significance of credit on a personal level. Along the way, students will learn about various forms of credit including; mortgages, student loans, auto loans and credit cards. Discussions will identify the advantages and potential pitfalls of managing credit. Other concepts covered include; how do credit card companies make money, the consequences of only paying the minimum on your credit card balance, FICO scores and bankruptcy.

Suggested Pacing: 8 Lessons

Learning Targets

Unit Essential Questions:

- What is credit and why is it important both globally and personally?
- What are the benefits and potential pitfalls in using credit?
- How can someone responsibly manage credit?

Unit Enduring Understandings:

- If responsibly managed, using credit can increase your purchasing power and standard of living.
- Paying the minimum monthly payment on a credit card will significantly increase your debt.
- Maintaining a high credit score(FICO) is significant and can benefit you in many ways including; lower interest rates, loan approval, renting an apartment, getting a job.

Evidence of Learning

Unit Benchmark Assessment Information:

• Students will complete an activity using bankrate.com to determine the consequence of paying the minimum on their credit card.

- Students will complete an activity to determine the debt ratio of a fictitious family to determine whether or not the family would be approved for the loan. Students will take an end of unit assessment(quiz).

Objectives (Students will be able to)	Essential Content/Skills	Suggested Assessments	Standards (NJCCCS CPIS, CCSS, NGSS)	Pacing
Understand what credit is and its significance both globally and on a personal basis Identify the different forms/kinds of credit and compare and contrast Understand the pros and cons of using credit (and potential pitfalls)	What credit is and the different forms/types of credit including; auto loans, mortgages, student loans and credit cards.	Class discussion	9.1 Personal Financial Literacy 9.1.12.C.1 Compare and contrast the financial benefits of different products and services offered by a variety of financial institutions.	2 Lessons Lessons
Determine the process by which credit is extended Comprehend what a credit score is and how it is calculated Appreciate the importance of maintaining a high credit score	The 3 C's of Credit and how to calculate the Debt Ratio	Debt Ratio worksheet	9.1.12.C.5 Analyze the information contained in a credit report and explain the importance of disputing inaccurate entries.	2 Lessons
Calculate the financial consequences of not paying your credit card on time.	Specific financial consequence of paying less than the full amount on your credit card	True Cost of Paying the Minimum worksheet	9.1.12.C.2 Compare and compute interest and compound interest and develop an amortization table using business tools. 9.1.12.C.3 Compute and assess the accumulating effect of interest paid over time when using a variety of sources of credit.	2 Lessons
Understand the difference between personal and corporate bankruptcy and their purposes.	Chapter 11 v Chapter 7 v Chapter 13, what obligations are not protected/forgiven under bankruptcy		9.1.12.C.9 Evaluate the implications of personal and corporate bankruptcy for self and others	2 Lessons

Unit 6 Overview

Unit Title: Taxes

Unit Summary: Within this unit, students will learn about various forms of taxes including; income, sales and property taxes. While discussing income tax, students will learn what entities tax their income, the difference between gross and net income, how to lower your taxable income and how the government spends the tax revenues. Additionally, students will gain an understanding of how federal tax is the same from state to state, yet the state income tax varies widely by state. When discussing property tax, we will analyze the components of property tax to determine how this tax is calculated, as well as, compare property tax rates across the country.

Suggested Pacing: 8 Lessons

Learning Targets

Unit Essential Questions:

- What is the difference between gross and net salary?
- What are the different forms of tax that an individual will pay and what entities are taxing them?
- What are the tax revenues used to pay for?

Unit Enduring Understandings:

- Income tax significantly affects your take home pay(net income).
- New Jersey has the highest property tax in the United States.
- There are legal ways to lower your taxable income(deductions).

Evidence of Learning

- Students will complete an activity comparing the difference between gross and net income (after Federal and State tax) between a single vs married couple within New Jersey.
- Students will complete an activity calculating the net income(after Federal and State tax) of various gross salaries across multiple states to see the difference among them.
- Students will calculate disposable income after factoring in federal and state taxes, along with mortgage expense.
- Students will take an end of unit assessment(quiz).

Objectives (Students will be able to)	Essential Content/Skills	Suggested Assessments	Standards (NJCCCS CPIs, CCSS, NGSS)	Pacing
Comprehend the difference between gross salary (income) and net income within New Jersey Understand what entities tax their income Calculate the amount of taxes taken out of their income as a NJ resident	Entities that tax your income, tax brackets, calculating both Federal and New Jersey State taxes	Gross v Net - NJ worksheet	9.1.12.B.7 Explain the meaning of income tax, describe how it is calculated, and analyze its impact on one's personal budget. 9.1.12.D.14 Evaluate how taxes affect the rate of return on savings and investments. 9.1.12.F.6 Explain the concept and forms of taxation and justify the use of taxation to fund public activities and initiatives.	3 Lessons

Understand the difference in state income taxes Calculate the amount of taxes taken out of different salaries and compare among different states Understand how both the Federal and State governments utilize the tax revenues	Differences in income tax rates by states, calculating both Federal and State taxes and analyzing the difference between states	Gross v Net - States worksheet	9.1.12.A.11 Explain the relationship between government programs and services and taxation. 9.1.12.A.12 Explain how compulsory government programs provide insurance against some loss of income and benefits to eligible recipients.	2 Lessons
Understand other forms of taxes that individuals pay including; sales and property tax Determine how property tax is calculated	Sales tax, what items are taxed (and exempt from taxes) and how sales tax varies by state Property tax, how it is calculated, how property tax varies by state and what the tax revenue is used for	Disposable Income worksheet	9.1.12.A.1 Differentiate among the types of taxes and employee benefits.	2 Lessons
Understand how to file their taxes and ways to help minimize the taxes that you pay	Why and how to file your taxes, ways to lower your taxable income and what a deduction is		9.1.12.A.10 Demonstrate how exemptions and deductions can reduce taxable income.	1 Lesson

Unit 7 Overview

Unit Title: Risk Management

Unit Summary: Within this unit, student will learn about various forms of insurance and the importance of financially protecting your assets and income. Along the way, students will come to appreciate the role insurance plays in the transfer of risk to the insurance company. The unit will specifically cover the following kinds of insurance; auto, home (renters), life, medical and umbrella. Students will become familiar with the mechanics of how insurance works and some key terminology including; premiums, deductibles, beneficiary, claim, coverage and exclusions. Students will learn how to handle an accident and the steps they should take to in order to protect themselves while providing the insurance company with all the necessary information to process a claim.

Suggested Pacing: 4 Lessons

Learning Targets

Unit Essential Questions:

- What is insurance and why is it an important part of your financial planning?
- What are premiums and deductibles and what is their relationship?
- What are different types of insurance to consider?

Unit Enduring Understandings:

- Insurance allows you to transfer financial risk and protect and preserve assets and income.
- You can lower your premium by increasing your deductible.
- Insurance is a critical component of financial planning.

Evidence of Learning

Unit Benchmark Assessment Information:

- Students will engage in a variety of simulations demonstrating the importance of insurance.
- Working in small groups, student will be assigned different scenarios to determine the proper amount of insurance coverage and the process by which to file a claim and be reimbursed.
- Using a participation rubric, students will be evaluated based on their engagement and contribution to the group's solution.

Objectives (Students will be able to)	Essential Content/Skills	Suggested Assessments	Standards (NJCCCS CPIs, CCSS, NGSS)	Pacing
Appreciate the importance of insurance as a critical component to financial planning Understand the mechanics of how insurance works Understand the different types of insurance available	How to read your auto insurance policy and understand your coverage How to determine the proper amount of coverage necessary How to lower your premiums	Participation Rubric	9.1 Personal Financial Literacy 9.1.12.G.1 Analyze risks and benefits in various financial situations 9.1.12.G.2 Differentiate between property and liability insurance protection 9.1.12.G.3 Compare the cost of various types of insurance for the same product or service, given different liability limits and risk factors	4 Lessons

Unit 8 Overview

Unit Title: Final Project

Unit Summary: Within this unit (semester-end activity), students will combine all the knowledge they gained throughout the course into one final activity. This activity's goal is to simulate the students as independent adults, responsible for themselves and all the financial responsibilities that go along with this. Students will have the autonomy to make their own decisions given a variety of options available to them while trying to ensure their expenses do not exceed their income after taxes and 401k savings. Incorporated in this activity are previous, learned skills that the students will have to use in order to complete the simulation (i.e. researching then calculating monthly mortgage payments and auto loan payments). The project ties all of the previous units together in one cumulative, real world activity and provides the students with insight into the financial challenges and responsibilities that await them as adults.

Suggested Pacing: 2 Lessons

Learning Targets

Unit Essential Questions:

- What are the challenges that students will face once they become independent and are responsible for managing all of their expenses?
- How much money will be left over (discretionary income) after accounting for taxes, 401k savings, mortgage payments, auto loan payments, insurance and other common, monthly expenses?

Unit Enduring Understandings:

- Making financial decisions must be made within the context of your disposable income after taxes and 401k savings.
- Different states/cities have lower costs of living.
- New Jersey has a very high cost of living.

Evidence of Learning

Unit Benchmark Assessment Information:

• Students will complete an activity that requires them to make 17 financial decisions, both income and expenses, in a real-world simulation that emulates financial decisions that independent adults must make which ultimately determines their discretionary income after taxes, 401k savings, mortgage payments, auto loan payments, student loan payments and other monthly expenses.

Objectives (Students will be able to)	Essential Content/Skills	Suggested Assessments	Standards (NJCCCS CPIs, CCSS, NGSS)	Pacing
Understand the challenges that come with making financial decisions within the context of ones after tax income	Financial responsibility and making decisions within the limitations of one's after tax income	Final Activity worksheet	<u>9.1 Personal Financial Literacy</u> Incorporates all of the prior standards from previous units.	2 Lessons