



# Beaver Dam High School Syllabus

Department: Business Education School Year: 2014-2015 Course: Business and Personal Law Grade Level: 11 and 12 Required Materials: Pen/Pencil, Folder,		Course Resources: Glencoe Text Book – Business and Personal Law Real-World Connections  Prerequisites: Junior or Senior		
Course Description: Business and Personal Law is a 1 Term ½ credit class in which you will become familiar with basic legal principles related to origins of law, criminal and civil law, trial procedures, contract law, bailments and personal property, employment law, and marriage and divorce.				
Activities/Software: MS Office – Word, PowerPoint, Excel Internet Activities We will be taking a field trip during the term to the Dodge County Jail				
Summative Assessments: <ul style="list-style-type: none"> <li>• Quizzes</li> <li>• Tests</li> <li>• Projects</li> </ul>		Formative Assessments: <ul style="list-style-type: none"> <li>• Daily Assignments</li> <li>• Participation</li> </ul>		
Courses at BDHS run in a flexible schedule format. See selection to right for this course's format:	<u>One-Term 90</u> <input type="checkbox"/>	<u>Two-Term 45</u> <input checked="" type="checkbox"/>	<u>All-Year 45</u> <input type="checkbox"/>	<u>Other</u> <input type="checkbox"/>
School-wide Grading Procedures: <p>Assessments 85%</p> <ul style="list-style-type: none"> <li>• Formative 30% (of assessment grade)</li> <li>• Summative 70% (of assessment grade)</li> </ul> Cumulative Final 15%				
<p><u>Summative Assessments:</u> (this shall constitute 70% of the term grade)          Our goal is to assess what the students have learned from what we have taught. Summative assessments reflect the format and content of the formative learning opportunities.</p> <p><b>Make-up Policy for Summative Assessment:</b> Any student receiving a C- or lower may redo the summative assessment one time within one week after completing all formative tasks, and necessary additional learning. It is the student's responsibility to advocate for this opportunity and make the necessary arrangements. The highest grade they can receive on the retake is a 73%</p> <p><u>Cumulative Final:</u> At the end of the semester, there will be a cumulative final exam. Students will not be allowed to retake this assessment. This will comprise 15% of the semester grade.</p>				

School-wide Grading Scale:				Contact Information:	
A+	98-100	C+	77-79	Teacher Name: Mary Helgemoe	
A	93-97	C	73-76	Teacher Email: <a href="mailto:helgemoem@bdusd.org">helgemoem@bdusd.org</a>	
A-	90-92	C-	70-72	Teacher Phone: 920-885-7520 Ext. 2170	
B+	87-89	D+	67-69	Teacher Website:	
B	83-86	D	63-66	<a href="http://www.beaverdam.k12.wi.us/faculty/helgemoem/">http://www.beaverdam.k12.wi.us/faculty/helgemoem/</a>	
B-	80-82	D-	60-62	Beaver Dam High School	
				500 Gould St.	
				Beaver Dam, WI 53916	
				<a href="http://www.beaverdam.k12.wi.us">www.beaverdam.k12.wi.us</a>	
				(920)885-7520	

# Career Education Classroom Expectations

Expectations	Entering & Leaving Classroom	Work Time	Food, Snacks, Cleanliness	Electronics
<i>Responsible</i>	Sign out/in	Stay on task	Leave No Trace All liquids must be in a closed container	Report all problems Last class of the day turns off computers
<i>Respectful</i>	Stay in seats until dismissed	Print only what you need Print school appropriate materials	Push in chair when done	Put away electronic devices Log off when you are done Head phones required Ask teacher permission
<i>Safe</i>	Must have planner to travel No travel first and last 10 minutes of class	Use school-appropriate websites	Student Allergies	Appropriate volume Authorized on-line activity only
<i>On Time</i>	In your seat at the bell	Return to tables when prompted		At the Bell

