

# BUSINESS COURSES

## **ACCOUNTING (9001)**

*Open to Grades 9, 10, 11, 12*

40 weeks - 1 credit (*currently not approved NCAA course*)

College credit through SUNY Erie

This is a full-year course designed to develop occupation skills in Accounting. This course is also strongly recommended for any student who is seeking a business/management post-secondary degree or who may want to own their own business. The course content encompasses the complete accounting cycle and provides opportunities for incorporation of computer utilization into the instruction. Students will complete two separate business simulations as well as use of QuickBooks accounting software.

*This course may be used to fulfill the 3<sup>rd</sup> unit of the math requirement.*

## **ADVANCED ACCOUNTING (9002)**

*Open to Grades 10, 11, 12*

40 weeks - 1 credit (*currently not approved NCAA course*)

**Prerequisite:** Accounting

This course is an extension of the Accounting 1 course. The introduction of additional topics involving more complex accounting applications significantly extends the basic accounting concepts and skills.

## **BUSINESS MATHEMATICS (9003)**

*Open to Grades 9, 10, 11, 12*

40 weeks – 1 credit (*currently not approved NCAA course*)

Topics covered provide a broad introduction to the business content and terminology that will be studied in greater detail in advanced business classes. Some of the topics are: Basic Mathematics; The Paycheck (overtime pay, fringe benefits); Money Records (checkbook, bank statements); Home Expenses (your first apartment); Transportation (car insurance); Borrowing Money (college); Budgeting and Buying; Owning a Small Business.

## **CAREER AND FINANCIAL MANAGEMENT 1 (9026)**

*Open to Grades 9, 10, 11, 12*

20 weeks – 1/2 credit (*currently not approved NCAA course*)

This course will allow students to explore a variety of careers, learn the skills and competencies needed for success in the workplace, as well as developing life-long economic goals. Students will also gain an understanding of, and develop the skills and knowledge needed to be successful in a rapidly changing financial world. Topics include career exploration, employability skills, interviewing, presentation skills, college major exploration, networking and job market exploration.

**CAREER AND FINANCIAL MANAGEMENT 2 (9028)***Open to Grades 9, 10, 11, 12*20 weeks – 1/2 credit (*currently not approved NCAA course*)**College credit with SUNY Erie- BU 233 for grades 10-12**

This course is designed to help the student better understand the financial world in which they live today. Topics will enhance one's ability to make personal financial decisions which will include establishing an individual's financial goals, making decisions on saving money, making investments, buying a car, acquiring insurance and budgeting. Upon completion, students will be able to prepare personal financial plans and budgets and understand how to manage basic assets such as cash, savings, automobiles and housing. Important discussions will include financial decisions that are made from teenage years to the first years of employment.

**CAREER EXPLORATION INTERNSHIP PROGRAM (CEIP) (9017)** *Open to Grades 11, 12*20 weeks – 1/2 credit (*currently not approved NCAA course*)

The Career Exploration Internship Program (CEIP) is an experiential-based learning environment designed to assist students with understanding the linkages between school and work. The objectives of the program are:

- (1) Provide students out-of-school opportunities to obtain an awareness of a variety of occupations within a broad career cluster. (54 hours)
- (2) Provide students the opportunity to obtain first hand understanding and appreciation of the knowledge, skill, and education requirements necessary for various occupations.
- (3) Introduce students to positive adult role models who can help instill, reinforce, and equate to successful employment the importance of behaviors such as: a positive attitude, integrity and ethics, human relations, teamwork, timeliness, good study habits, and other related positive behaviors.

The components of the program require that students complete an application for the program, make arrangements to meet with their instructor on a regular basis, and complete all required forms by the end of the semester. Students must complete the required (54) hours of worksite involvement to get credit for the course.

***Please note: A student can enroll and complete 1- internship class (9017) for a .5 credit. Students may also complete a 2<sup>nd</sup> internship/shadowing experience, earning another .5 credit, as long as the 2<sup>nd</sup> experience is in a different career cluster than the previous internship.***

**GENERAL EDUCATION WORK EXPERIENCE PROGRAM (GEWEP) (9018)**20 weeks-1/2 credit (*currently not approved NCAA course*)*Open to Grades 9, 10, 11, 12*

The **GEWEP** program is open to any student that has a job. Students will receive all the benefits of the CEIP program with 2 differences. The job does not have to be in a career area of interest and the student needs to complete 150 hours in the semester. Just as stated in the CEIP program, a student can enroll in a 2nd internship and receive another .5 credit. The same criteria apply. A student must complete 150 hours of work within the time frame of the semester.

**COLLEGE SUCCESS SKILLS (9027)***Open to Grade 12 Fall*20 weeks – 1/2 credit (*currently not approved NCAA course*)**College credit through SUNY Erie- GS 111**

This course is designed to allow students to practice and engage in skills that successful college students use. Students will learn how to manage and cope through changes that college brings. Students will learn effective study tips, how to manage the schedule of a college curriculum, practice successful financial tips, and prepare to learn in diverse environments. Topics include filling out their FAFSA form, developing their common application, and applying for scholarships in class time.

**ENTREPRENEURSHIP (9005)***Open to Grades 9, 10, 11, 12*40 weeks – 1 credit (*currently not approved NCAA course*)**College credit through SUNY Erie**

This course is designed to introduce students to the important role that entrepreneurship and small business plays in our economic system. In this course, students will take an in-depth look at how to start a business, strategies involved, ethics and developing a business plan. Other topics covered will be business opportunities, sales, marketing, managing employees and website development. Students will participate in the Iroquois “Shark Tank” competition, with the winners receiving scholarship money toward college.

**INTRODUCTION TO BUSINESS AND CAREERS (9010)***Open to Grades 9, 10, 11, 12*20 weeks – 1/2 credit (*currently not approved NCAA course*)**College credit through SUNY Erie**

This course will provide opportunities to learn and experience a variety of topics in the field of business. Students are exposed to various economies, their role in our economy, marketing, finance, human resources, career exploration, skills for success, and business etiquette. This course is a great way for all students to have a better understanding of their role in our free-enterprise economy, their future work life, and is especially great for students interested in studying potential business fields.

**INTRODUCTION TO MARKETING (9013)***Open to Grades 9, 10, 11, 12*20 weeks – 1/2 credit (*currently not approved NCAA course*)**College credit through SUNY Erie**

Students find out what it takes to market a product or service in today’s fast-paced business environment. They learn the fundamentals of marketing using real-world business examples. They learn about **buyer behavior, marketing research principles, demand analysis, distribution, financing, pricing, product management** and social media marketing.

**PERSONAL LAW (9020)***Open to Grades 9, 10, 11, 12*20 weeks – 1/2 credit (*currently not approved NCAA course*)**College credit through SUNY Erie- PA 101**

This course is designed to provide the student with a general understanding of the law and our legal system. The textbook, classroom lectures and other material will provide the student with the essential background in the law that any undergraduate should have. The intent is to cover the basic fields of law such as property rights, contracts, torts, civil actions and criminal law in the business setting.

**SPORTS AND ENTERTAINMENT MARKETING (9014)***Open to Grades 9, 10, 11, 12*20 weeks - 1/2 credit (*currently not approved NCAA course*)**College credit through SUNY Erie****Prerequisite:** Introduction to Marketing

This course focuses on marketing and management functions/tasks that can be applied in amateur or professional sports or sporting events, entertainment or entertainment events, selling or renting of supplies and equipment (other than vehicles) used for recreational or sporting purposes, products and services related to hobbies or cultural events, or businesses primarily engaged in satisfying the desire to make productive or enjoyable use of leisure time.

# **Iroquois Business Academy**

**“a school within a school”**

## **Vision:**

To offer a sustainable, and prestigious academy in which students can develop business and professional skills related to their personal interests and career goals.

## **Business Academy Graduates Will:**

- Develop transferrable skills such as communication, interpersonal, business etiquette, leadership, personal responsibility, work ethic, adaptability, and persistence.
- Complete an internship in an area of interest to a degree of teacher and employer success.
- Have an opportunity to earn college credit through select business courses.
- Create a network within the local professional community to advance their future goals.

## **Benefits for Students**

- Opportunity to earn college credits
- Opportunity to explore professions through internships and job shadows
- Students will build a professional portfolio
- Student experiences such as business field trips, etiquette luncheon, networking event, and guest speakers

## **Application Process**

- After the 1<sup>st</sup> business class, students may submit application with two references
- Applicant must have a minimum 80% overall average and an 85% average in business classes
- Applicants will submit a letter of intent as part of their application
- Applications due by the end of the 1<sup>st</sup> semester and then students will be notified of acceptance by February 15<sup>th</sup>

## **Business Academy Member Requirements**

- Completion of the required business classes with an 85% or higher
- Participation in a minimum of 5 academy events or meetings per year
- Completion of internship or job shadows

## **Business Advisory Board:**

Advisory Boards are the essential bridge between schools and the workplace. Partnering with the Iroquois High School Business Academy, local businesses, community leaders and parents will boost learning opportunities for students to be successful in pursuing their college and career plans. The Iroquois advisory board meets three times per school year. This allows members to be actively engaged with students, and to create more opportunities for student success. Typical activities of the advisory board include participating as guest speakers, career coaches or project judges, providing job shadows, workplace tours, and internships.

## **Current Advisory Board Members**

| <b>Last Name</b> | <b>First Name</b> | <b>Company</b>                  |
|------------------|-------------------|---------------------------------|
| Andersen         | Rick              | Andersen Cuddihy Inc.           |
| Argauer          | Rosemary          | Bank of America                 |
| Sturman          | Victoria          | East Aurora Chamber of Commerce |
| O'Rourke         | Andrew            | Bariatric Fusion                |
| Bostaph          | Kay               | Moog Aircraft Group             |
| Kelly            | Jim               | Frederick Machine               |

**Iroquois Business Academy**  
 "a school within a school"

**Business Academy Pathway**

**Access meets opportunity**

**Primary Level Member**

**-- 4.5 credits required (levels below)**

**Platinum Level Member**

**-- 6+ credits required (levels below)**

|                                      |                                                        |                                                                                    |                                                         |                                                                                                  |                           |
|--------------------------------------|--------------------------------------------------------|------------------------------------------------------------------------------------|---------------------------------------------------------|--------------------------------------------------------------------------------------------------|---------------------------|
| Level One<br>(Choose 1)              | 9 <sup>th</sup> or 12 <sup>th</sup> grade respectively | Introduction to Business*<br>(.5 Cr.)                                              | College Success Skills*<br>(.5 Cr.)                     |                                                                                                  |                           |
| Level Two<br>(both classes required) | 9 <sup>th</sup> - 12 <sup>th</sup> grade               | Career & Financial Management 1<br>(.5 Cr.)                                        | Career & Financial Management 2*<br>(.5 Cr.)            |                                                                                                  |                           |
| Level Three<br>(Choose 3-5 credits)  | 9 <sup>th</sup> - 12 <sup>th</sup> grade               | Entrepreneurship*<br>(1 Cr.)                                                       | Accounting*<br>(1 Cr.)                                  | Advanced Accounting<br>(1 Cr.)                                                                   |                           |
|                                      |                                                        |                                                                                    | Introduction to Marketing*<br>(.5 Cr.)                  | Sports & Entertainment Marketing*<br>(.5 Cr.,<br>Pre-requisite-<br>Introduction to<br>Marketing) | Personal Law*<br>(.5 Cr.) |
|                                      |                                                        | Courses taught in other departments to be applied towards Business Academy credit: | Advanced Financial Algebra I<br>(.5 Cr.,<br>Math Dept.) | Public Speaking<br>(.5 Cr., ELA Dept.)                                                           |                           |
| Level Four<br>(Choose 1)             | 11 <sup>th</sup> – 12 <sup>th</sup> grade              | Internship Experience<br>(.5 Cr.)                                                  | Job Shadows<br>(0 Cr., 2-3 required)                    |                                                                                                  |                           |

**-- 2 job shadows or internship required**

**-- 3 job shadows or 1 internship  
 -- NYS Business and Marketing Honor Society**

**\*College Credit bearing courses**