



# Northern Collegiate Institute and Vocational School

940 Michigan Ave, Sarnia On. Tel. (519) 542-5545

## COURSE STATEMENT: MEL 4E

Welcome to MEL 4E. This is a summary sheet for parents / guardians and students which outlines our course evaluation and expectations.

### **Mission Statement**

Northern Collegiate exists to provide students with opportunities to maximize their potential, gain self-worth and develop as contributing members of the community. We will achieve this by:

- promoting pride and responsibility
- ensuring relevant programs
- communicating openly and clearly
- modeling ongoing learning
- forming community partnerships

<b>TEXT:</b>	<b>Mathematics 12 – Workplace and Everyday Life</b> , Etienne, et al; Nelson
<b>Course Name:</b>	<b>Mathematics for Work and Everyday Life, Grade 12, Workplace Preparation</b>
<b>Course Code:</b>	<b>MEL 4E</b>
<b>Credit Value:</b>	<b>1.0</b>
<b>Ministry Document:</b>	<b>The Ontario Curriculum Grades 11 and 12: Mathematics</b>
<b>Development Date:</b>	<b>2007</b>

### **Course Description:**

This course enables students to broaden their understanding of mathematics as it is applied in the workplace and daily life. Students will investigate questions involving the use of statistics; apply the concept of probability to solve problems involving familiar situations; investigate accommodation costs, create household budgets, and prepare a personal income tax return; use proportional reasoning; estimate and measure; and apply geometric concepts to create designs. Students will consolidate their mathematical skills as they solve problems and communicate their thinking.

Prerequisite: Mathematics for Work and Everyday Life, Grade 11, Workplace Preparation

### **Overall and Specific Curriculum Expectations:**

Refer to the Ministry of Education document entitled The Ontario Curriculum Grades 11 and 12: Mathematics which is available in the main office, from your teacher, or on the Ministry of Education website

<http://www.edu.gov.on.ca/eng/curriculum/secondary/math.html>.

### **Course Content:**

The Grade 12 workplace preparation course, Mathematics for Work and Everyday Life, extends the knowledge and skills developed in Grade 11. The gathering, interpretation, and display of one-variable data and the investigation of probability concepts are the main components of the Reasoning with Data strand. Topics in the Personal Finance strand address owning or renting accommodation, designing a budget, and filing an income tax return. A variety of problems involving metric and imperial measurement are presented in the Applications of Measurement strand. The expectations support the use of hands-on projects and other experiences that make the mathematics more meaningful for students.

### **Strands:**

**Reasoning with Data, Personal Finance, and Applications of Measurement**

### **Assessment and Evaluation:**

There are four achievement categories of knowledge and skills that encompass all the curriculum expectations in the Ontario Curriculum for MEL 4E. The four categories and their value for the term are as follows:

<b>Knowledge</b>	<b>35%</b>
<b>Thinking</b>	<b>15%</b>
<b>Communication</b>	<b>15%</b>
<b>Application</b>	<b>35%</b>

**Formative Assessment** will be ongoing and is intended to provide students with feedback for improvement.

The breakdown of your mark will be based on your level of achievement as follows:

**Term Work – 70%**

The above achievement categories will be used to evaluate assessment activities.

**Culminating Activity – 30%**

**Learning Skills**

Provincial Report Cards will be marked with each student's performance in the five Learning Skills areas:

1. Responsibility    2. Organization    3. Independent Work    4. Collaboration    5. Initiative    6. Self-Regulation

These Learning Skills will be assessed regularly by your teacher. They are an important statistic to understand how well students perform in the class. These are not considered in the determination of the final grade. For each of the Learning Skills one of the following achievement letters will be given:

E = Excellent    G = Good    S = Satisfactory    N = Needs Improvement

**Absences, Lates and Missed Assignments:**

Evaluation activities are due on the date or within the time frame specified by the teacher. If a student misses an evaluation, the missed evaluation will normally be due or completed on the day of the student's return to school. Extenuating circumstances may warrant an extension or assignment of an alternative evaluation activity at the teacher's discretion. **If an assignment is late, 10% may be deducted per school day, up to a maximum of 50%.** Where an extension is not warranted, a mark of zero may be assigned.

**ACADEMIC HONESTY**

Plagiarism is the act of using someone else's words or ideas as though they were one's own. Students must honestly and accurately acknowledge any use of the work and/or ideas of others, whether they use work directly, paraphrase it, or create new combinations. Professional judgment of the teacher is taken into account to determine the degree of academic dishonesty and appropriate consequences.

**Grade 9** – Students will be given the opportunity to rewrite the assessment to a maximum of up to 75%.

**Grade 10** – Students will be given the opportunity to rewrite the assessment to a maximum of up to 50%.

**Grade 11** - A mark of zero will be assigned. There will be no opportunity for the assessment to be re-evaluated.

**Grade 12** – A mark of zero will be assigned. There will be no opportunity for the assessment to be re-evaluated.

**Appeals Process:** Appeals will be requested through the teacher to the administration if the situation is not resolved.

**LATE POLICY**

The staff and students of NCIVS recognize that deadlines need to be in place to help students develop time management skills and strategies. Where in the teacher's professional judgment it is appropriate to do so, a number of strategies may be used to help prevent and/or address late and missed assignments. After many of these strategies have been implemented and documented the teacher may deduct marks for a late assignment.

Students are expected to submit all assignments within the time frame specified by the teacher. Teachers will consider extenuating circumstances when assignments are late. If an assignment is late, **10% MAY** be deducted per school day, up to a maximum of **50%**. Once assignments have been returned to students, any late submissions **MAY** receive a mark of zero or the student may be given an alternative assignment.

**Please sign and return this to your teacher by \_\_\_\_\_.** Should you have any questions or concerns, please contact the teacher at 519-542-5545.

<b>I have read and understand the handout on course expectations and evaluation policies.</b>	
Student Signature: _____	Parent/Guardian Signature: _____
Date: _____	Date: _____