



**Coronado High School**  
**Course Syllabus**  
**Accounting 2 (ACCT 2)**

<b>Instructor:</b> Coach Brent Chamberlain	<b>Room:</b> 211
<b>Phone:</b> 806-219-1112	<b>Periods:</b> 2 <sup>nd</sup> & 4 <sup>th</sup>
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**Course Description**

In this course, students will be introduced to the Accounting Cycle through the eyes of a Merchandizing Business from the start of the company to closing entries. We will also look at Special Journals, Payroll, and Taxes. We will touch on businesses that have inventory and sell products. Students that excel in accounting 2 could be asked to compete on the UIL Accounting Team. (Since 2015, 9 State Appearances and 2 State Champions. Over \$95,000 in scholarships given over this time. \*No State over the COVID year...would have been another State Championship Team.)

**Topics Covered**

- |                                                                 |                                                                        |                                                            |
|-----------------------------------------------------------------|------------------------------------------------------------------------|------------------------------------------------------------|
| <input checked="" type="checkbox"/> Purchases and Cash Payments | <input checked="" type="checkbox"/> Sales and Cash Reports             | <input checked="" type="checkbox"/> Transactions w/GJ      |
| <input checked="" type="checkbox"/> Payroll Records             | <input checked="" type="checkbox"/> Payroll and Taxes                  | <input checked="" type="checkbox"/> Uncollectible Accounts |
| <input checked="" type="checkbox"/> Adjusting entries/Corp.     | <input checked="" type="checkbox"/> Closing Entries/Post Closing Corp. |                                                            |

**Supplies Needed**

- ☒ Attendance      ☒ Work Ethic

**Grading (per nine weeks)**

- ☒ Grades (100%) – **Minimum of 9 per nine weeks**

Examples: Tests      Projects      Presentations

- ☒ Tutoring is available after school on Mondays from 7:30AM-8:00AM
- ☒ After school appointments must be made in advance. (Coaching)
- ☒ I will miss due to Coaching. I will almost guarantee what I leave with the sub will be entered as a grade. NO days off!



**Attendance / Tardies**

- ☒ You are expected to come to class on time.
- ☒ Work must be completed in the lab. Difficult to pass the class with poor attendance.

**Class Restroom Pass**

- ☒ Only 1 person will be allowed to go to the restroom at a time. Be quick other could be waiting on you.
- ☒ No passes will be issued during lecture times. (Excluding emergencies)
- ☒ If you have a medical need, please let me know. These students will be allowed to go at any time.



**Make-Up Work**

- ☒ All students are responsible for completing all assignments given.
- ☒ The student is responsible for receiving any make-up work if he/she has been absent.
- ☒ **You have the same number of days you missed to make-up the assignment. (Ex. If you miss 1 day, you have 1 day to make-up the assignment.)**
- ☒ A day is defined as the next class period the student is present
- ☒ All IEP's and IAP's that include the accommodation of extra time must be followed

**Late Work Policy**

10 points will be deducted for assignments 1-4 days late

Assignments more than 5 days late = Max grade of 50

### Digital Citizenship/Acceptable Use Policy (as stated in the Student Handbook)

- ☑ Students will use the computers to conduct research and/or complete assignments as needed.
- ☑ All students are responsible for reading and understanding what is contained this policy.
- ☑ **Minor Offenses (see Class Expectations & Student Code of Conduct)**
  - 1<sup>st</sup> Offense – Warning
  - 2<sup>nd</sup> Offense – Parent Contact; Lunch Detention
  - 3<sup>rd</sup> Offense – Parent Contact; Loss of computer privileges for 3 days
  - 4<sup>th</sup> Offense – Discipline Referral; Parent Contact
- ☑ **Serious behaviors or offenses will result in an automatic referral. This includes fighting, repeated insubordination, and severe disruptive behavior.**

### Cell Phones/Electronic Devices (\*STATE LAW\*)

- ☑ **HB 1481** - states that school districts shall adopt, implement, and ensure the district or school complies with a written policy prohibiting a student from using a personal communication device while on school property during the school day. The policy must establish disciplinary measures to be imposed for violating the prohibition and may provide for the confiscation of the personal communication device.
  - ☑ 1<sup>st</sup> Offense – Verbal (This happens walking onto Campus)
  - ☑ 2<sup>nd</sup> Offense – Teacher notifies administration (NO Verbal Warning From Teacher) teacher will document in Review 360 as an Office Referral
  - ☑ 3<sup>rd</sup> Offense – same as 2<sup>nd</sup> and The administrator will meet with the parent or guardian and explain to them the sequence of consequences that will occur if the student continues to bring the device to school. The administrator will also bring to the parent/guardian's attention the student code of conduct and confirm their original electronic signature.  
**From 3rd offense forward, the parent/guardian will have to pick up the phone from the office.**
  - ☑ 4<sup>th</sup> Offense – 1 Day of ISS
  - ☑ 5<sup>th</sup> Offense – 2 Days of ISS
  - ☑ 6<sup>th</sup> Offense – 3 Days of ISS and *The administrator will deliver the second notification - a letter to the Parent/Guardian stating that **All Devices** will remain at home for the remainder of the school year and that the next offense will result in a disciplinary conference with a recommendation for a DAEP placement.*
    - ☑ 7<sup>th</sup> Offense- DAEP Placement not to exceed 10 days, and all devices will remain at home for the remainder of the year.
    - ☑ Continued offenses will result in OSS and consideration for a DAEP placement with a longer placement.
- Any refusal to surrender a personal communication device when requested will be considered a violation of the SCC and could result in either a suspension or placement at DAEP. The Campus Behavior Coordinator must use their administrative discretion to make the best disciplinary decision based on the student's disciplinary history.***



### Other Key Expectations

- ☑ Lab seating is choice... **FOR NOW**. Please do NOT make me have to do assigned seating. You are responsible for reporting problems or issues with the computer at your station. Please let the teacher know immediately if there is a problem...students will be held responsible for damage to computer equipment, lab furniture, textbooks, and lab materials.