

ENTERPRISE Village

Curriculum Guide

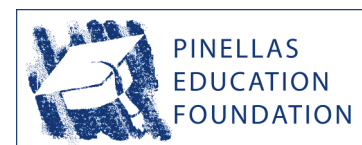
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STAVROS
INSTITUTE

A program of Pinellas County Schools and the Pinellas Education Foundation



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Overview

Enterprise Village encompasses important elements of work readiness, entrepreneurship, and financial literacy, providing students with a solid foundation of business, economics, and free enterprise education. Furthermore, the program content augments students' core curriculum in social studies (e.g., citizenship, government), reading, writing, and mathematics. Throughout the program, students are encouraged to use critical thinking skills to learn about key economic concepts as they explore and enhance their understanding of free enterprise.

Through daily lessons, hands-on activities, and active participation in a simulated community designed to support differentiated learning styles, students develop a strong understanding of the relationship between what they learn in school and their successful participation in a local economy. Enterprise Village helps prepare students for a lifetime of learning and academic achievement.

Goals

Enterprise Village meets the needs of a diverse group of students by providing engaging, academically enriching experiential lessons.

Following participation in the Enterprise Village experience, students will be able to:

- Discuss the roles they, as citizens, play in their community as workers and consumers and relate these personal roles to the free enterprise system.
- Discuss the importance of citizens' rights and responsibilities in a community.
- Demonstrate a basic understanding of the free enterprise system.
- Understand the importance of nonprofit organizations in our communities.
- Build money management skills through a practical knowledge of economic concepts and banking practices.
- Develop an understanding of basic business practices and responsibilities.
- Display the soft skills necessary for successful participation in the world of work.

Curriculum

The Enterprise Village curriculum is designed to minimize lesson preparation time through an efficient lesson organization. The lessons are designed as a framework and can be adapted to meet the special needs and interests of students in the classroom. However, students should complete required lessons to ensure that they have the background knowledge necessary to fully participate in the Enterprise Village experience. In addition, enhanced learning opportunities, which will allow teachers to provide optional activities that complement the core curriculum, will be available. Teachers can choose, at their discretion, to have students participate in some, all, or none of these activities.

Following their participation in the Enterprise Village simulation, students participate in debriefing lessons to ensure a well-rounded learning experience. These lessons allow students to reflect on their Enterprise Village experience and further identify the relevance of classroom learning to their future plans and goals.

Getting Started

Teaching Strategies

In an effort to address multiple learning styles, various teaching strategies are included throughout the curriculum, including (but not limited to) concept definitions, cooperative learning activities, role play, writing prompts, webbing, and various other contemporary strategies to actively engage students in the learning process.

Curriculum Materials

Note: This Enterprise Village Curriculum Guide and all accompanying non-consumable classroom kit materials are the sole property of Pinellas County Schools and are on loan to you and your school for the express purpose of being used in the teaching of the Enterprise Village curriculum. Because of their intellectual value, as well as their dollar value, all are inventoried by the Gus A. Stavros Institute and if lost or damaged for any reason you may be charged a fee to replace the kit.

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Curriculum Guide

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Teacher Checklist

The following must be completed prior to your class trip to Enterprise Village.

1. Send both Enterprise Village parent letters (**Enterprise Village Information & Parent Volunteer Letter**) and the field trip permission form home with all students. They should be completed, signed and returned to you.



2. All returned **Parent Volunteer Response Forms** must be sent to your school's Community Liaison as you receive them. Remember, there has to be time for the names to clear. (You will want to make a copy of the names for yourself.)



3. Send a copy of your list of volunteer names to Enterprise Village via fax, interschool mail (pony) or postal service two weeks prior to your visit date.



4. Each student should turn in lunch money (current price of regular school lunch) to you and sign a signature sheet. All collected money should be turned in to your school bookkeeper. You will be invoiced for your school lunches on the day of your visit.



5. Students' Debit Cards and Checkbook Registers have been completed.



6. Business Workbooks have been completed and reviewed for accuracy.



7. Materials are packed and ready to bring to Enterprise Village. (Pencils, Debit Card/Checkbook Registers, Name Tags and Business Workbooks)

Gus A. Stavros Institute
12100 Starkey Rd.
Largo, FL 33773
727-588-3746 Fax: 727-588-3748



Lunch Information

(Pinellas County Public Schools)

Teachers:

Enterprise Village will offer a student lunch from McDonald's for the current price of a regular school lunch.

Please send the enclosed **Enterprise Village Information Letter** to parents as you begin to teach the curriculum so that students will have ample time to bring in their lunch money. It would be wise to include the field trip permission form with this letter.

Additional lunch information:

- Students will eat lunch during their third break period.
- It is hoped that free and reduced lunch students will be able to bring the money to buy lunch for this one day. Please encourage it. The school should pay for any students who can not pay using the disadvantaged student funds. See your school secretary for this.
- All students will receive the same food!
- It is preferred that students not bring their lunch, unless there is a dietary restriction.
- Remind your school cafeteria manager of your scheduled visit to Enterprise Village at least two weeks in advance.
- Only collect lunch money for students.
- Teachers and volunteers will pay for their lunch at the reception desk when they arrive.





Gus A. Stavros Institute
Enterprise Village Finance Park Career Cove

Program of Pinellas County Schools and the Pinellas Education Foundation

Phone: 727-588-3746

12100 Starkey Road, Largo, Florida 33773

Fax: 727-588-3748

Dear Parents:

Your child's fifth grade class will soon begin a new curriculum dealing with Free Enterprise Education. As a very important part of this unit, they will be visiting Enterprise Village for a day. Enterprise Village, a Pinellas County economic education program, is located along with Finance Park at the Gus A. Stavros Institute on Starkey Road, one mile south of Ulmerton Road. Enterprise Village will provide a hands-on follow-up to our popular fifth grade program.

The Enterprise Village curriculum, a six week integrated unit for all Pinellas County fifth grade social studies students, will introduce students to new concepts concerning free enterprise, community goods and services, banking services and how to run a business. At the culmination of this study, students will visit Enterprise Village to actually experience first hand working a job, earning a salary and managing their money, along with gaining a better understanding of the roles of producers and consumers.

We are looking forward to your child's participation and would like to take this opportunity to inform you of some of the steps you can take to help your child be successful with this unit of study. Please do the following:

- Consider being a volunteer on the day of your child's visit. Volunteers are an important and necessary part of the students' experience at Enterprise Village. A training session is necessary and will be held the morning of the visit prior to the student's arrival.
- Talk to your child about your own personal money management and ask about his/her classroom experiences.

Students will eat a McDonald's lunch (hamburger, 5 chicken nuggets, cookies and milk). The cost will be the same as a regular school lunch. Please send money directly to your child's teacher as soon as possible.

The date of your child's visit is _____.

Student lunch money is being collected from _____ to _____.

Amount due for lunch: _____

Thank you very much for your help in making this an exciting and valuable unit of study for your child. We look forward to his/her visit. If you have any questions, please contact your child's teacher or visit us at www.stavrosinstitute.org.

Sincerely,

Patricia Jeremiah, Director
Gus A. Stavros Institute

www.stavrosinstitute.org



Volunteer Plan

To Teachers:

There is a need for **at least 27-40** adult volunteers on a typical day at Enterprise Village. These volunteers can be either parents, grandparents, school aides or community volunteers. It will be their job to provide guidance and assistance to the students during the day. They are an important part of your students' success on the day of their visit.

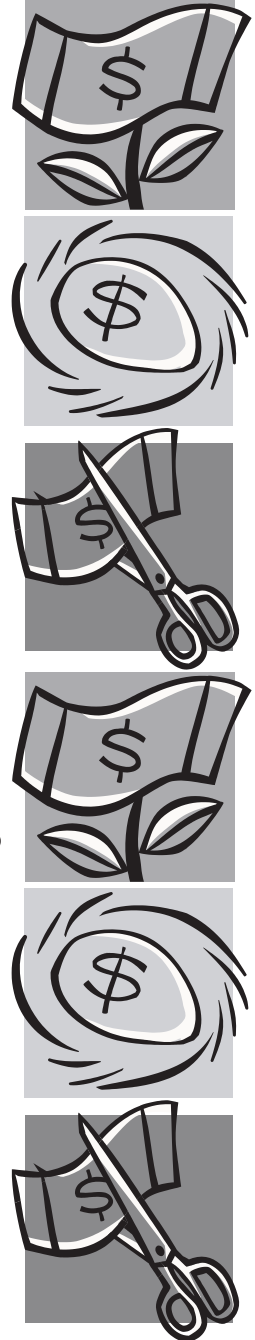
The number of volunteers needed will be determined by the number of students your school brings on a single day's visit. Each business requires a minimum of one volunteer. Please check your "Teacher Information Sheet", sent approximately 10 weeks before your visit day, for the number of volunteers you will need.

The Enterprise Village staff will provide a **necessary volunteer training session** on the morning of your school's visit. Volunteers need to arrive prior to the students. Please note the Volunteer Arrival time found on your "Teacher Information Sheet".

In this section of the curriculum notebook, you will find two letters to help you secure your volunteers. **Please use the letter found on pg 11 for the 2010-2011 school year as it does provide effective communication between you, the parent volunteer and Enterprise Village. With the updates we need ALL volunteers to attend training.** Make a copy of this black line master, complete the appropriate sections with necessary information, and send the letter home to parents. You have another letter, pg 12, to use as a backline master for future use. Parents should then return the response form found at the bottom of the letter to you. Do not hesitate to contact us at the Stavros Institute, 727-588-3746, should you have any questions concerning volunteers.

Thank You!

The Enterprise Village Staff



Parent Volunteer Letter

Date _____

Dear Parents,

On _____, our class will be going to Enterprise Village. This trip is a required part of the Free Enterprise curriculum taught to Pinellas County fifth grade students. Enterprise Village is a part of The Gus A. Stavros Institute located at 12100 Starkey Road, one mile south of Ulmerton Road in Largo.

On that day, each student will become an Enterprise Village citizen and assume a job in one of the Village businesses. Citizens will experience economics first hand by selling products and services, earning salaries, shopping in the Enterprise Village stores with Enterprise Village money and managing a checking account.

We need _____ volunteers to assist us at Enterprise Village. **We need your help!**

The role of the volunteer at Enterprise Village will be to provide guidance and assistance to the students as they operate their business during the day. The volunteer training is held the morning of your child’s visit. This training will acquaint you with the program and your responsibilities as a volunteer. **This morning training is required.** May we count on you to be one of our volunteers? Your child’s success is greatly enhanced by your attendance and assistance. You will enjoy the day and have an opportunity to see your child in a rewarding educational experience. For more information, please visit our website. (www.stavrosinstitute.org) **You must be a registered volunteer.** Contact your school’s Community Liaison to confirm your eligibility.

We look forward to your participation in this exciting educational experience. Please complete the form below and return by _____.

_____ Teacher _____ Volunteer Arrival Time _____ Volunteer Dismissal Time

Tear on dotted line and return the bottom portion to school. Keep the top for future reference.



Enterprise Village Response Form

Name: _____

Child’s Name: _____

Teacher/School: _____

_____ I will volunteer at Enterprise Village on _____ and will attend the mandatory training to be held on _____ @ _____.

Due to the new updates in the Enterprise Village Curriculum, ALL volunteers need to attend Volunteer Training. Please arrive 10 minutes prior to the start of training for check in and business placement.

Parent Volunteer Letter

Date _____

Dear Parents,

On _____, our class will be going to Enterprise Village. This trip is a required part of the Free Enterprise curriculum taught to Pinellas County fifth grade students. Enterprise Village is a part of The Gus A. Stavros Institute located at 12100 Starkey Road, one mile south of Ulmerton Road in Largo.

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We look forward to your participation in this exciting educational experience. Please complete the form below and return by _____.

_____ Teacher _____ Volunteer Arrival Time _____ Volunteer Dismissal Time

Tear on dotted line and return the bottom portion to school. Keep the top for future reference.

Enterprise Village Response Form

Name: _____

Child’s Name: _____

Teacher/School: _____

_____ I will volunteer at Enterprise Village on _____ and will attend the mandatory training to be held on _____ @ _____.

_____ I will volunteer at Enterprise Village and have been trained within the last year. My arrival time is 15 minutes after the school’s starting time.



Gus A. Stavros Institute

Enterprise Village Finance Park Career Cove

Program of Pinellas County Schools and the Pinellas Education Foundation

Phone: 727-588-3746

12100 Starkey Road, Largo, Florida 33773

Fax: 727-588-3748

Date: _____

Dear Parents,

Thank you for agreeing to volunteer for our trip to Enterprise Village on _____. Please remember, Enterprise Village is part of the Gus A. Stavros Institute located at 12100 Starkey Road, one mile south of Ulmerton Road in Largo. A map is printed below for your convenience.

You need to arrive at the Stavros Institute before _____ for the required training session. Your role as a volunteer at Enterprise Village is to provide guidance and assistance to the students as they run a village for a day. This necessary guidance is impossible without the knowledge and information gained during the required morning training. Your child's success will be greatly enhanced by your attendance and assistance.

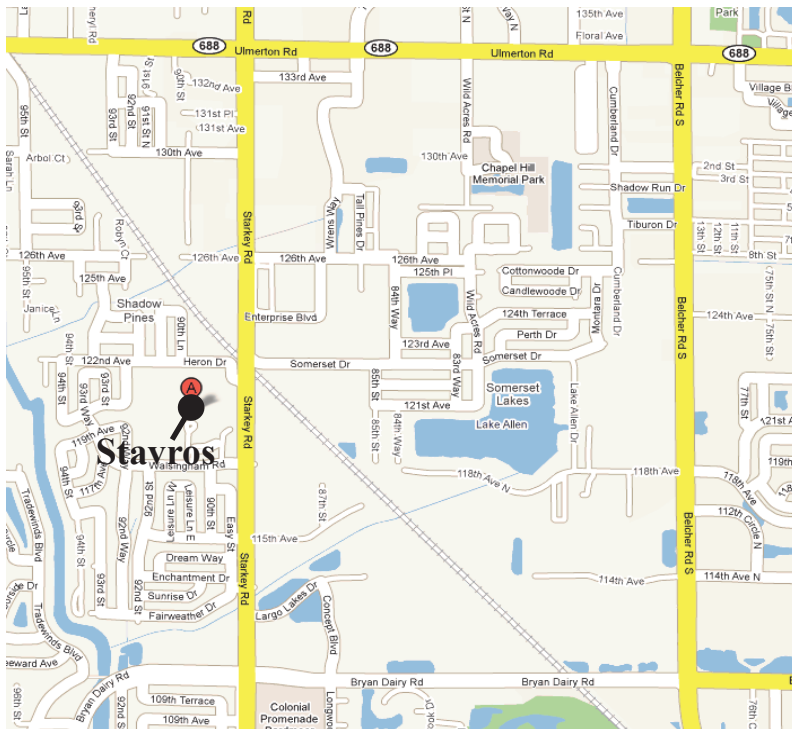
Lunch may be purchased at the reception desk when you arrive to volunteer.

For lunch you may:

- purchase a hamburger lunch for the price of a school lunch.
- purchase a small side salad. (The salads are limited and are sold on a first come-first serve basis.)
- bring your own lunch.

Thank you again for your help in making this a successful and exciting day for the children. If you have any questions, please feel free to contact me.

Classroom Teacher



Stavros Institute
12100 Starkey Road
Largo, Florida 33773
727-588-3746

North County Directions:
Take US19 South to SR688 (Ulmerton Road) go west on Ulmerton to Starkey Road then south on Starkey until you cross the railroad tracks. Take the 1st right after the RR tracks.

South County Directions:
Take I275 North to exit #28 (Gandy Blvd). Veer left, go westbound at the light. Continue west to Starkey Road, head north on Starkey. Turn left BEFORE the RR tracks.



ENTERPRISE

Village

Certificate of Appreciation

presented to

For contributing to our student's success through your volunteer services.

School

Teacher

Date



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