

Money Doesn't Grow on Trees

Real Money Talk for Grades 9-12+

Notebook Journal



Money Doesn't Grow on Trees– *Real Money Talk for Grades 9-12+* Copyright © 2013 Knowledge Box Central www.KnowledgeBoxCentral.com

ISBN#

CD Format: 978-1-62472-115-4

Printed Format: 978-1-62472-116-1 -1

Ebook Format: 978-1-62472-117-8

Publisher: Knowledge Box Central http://www.knowledgeboxcentral.com

All rights reserved. No part of this publication may be reproduced, stored in a retrieval system or transmitted in any form by any means, electronic, mechanical, photocopy, recording or otherwise, without the prior permission of the publisher, except as provided by USA copyright law.

The purchaser of the eBook or CD is licensed to copy this information for use with the immediate family members only. If you are interested in copying for a larger group, please contact the publisher.

Printed format is not to be copied and is consumable. It is designed for one student only.

All information and graphics within this product are originals or have been used with permission from its owners, and credit has been given when appropriate. This book contains graphics used from www.iclipart.com and www.graphicstock.com.

This book is dedicated to my family. Thank you for being patient with me and allowing me the time to work.

♥ Love you all!! ♥

Table of Contents

Note to Parents/Teacher	6
Introduction	9
Saving	
52-Week Savings Challenge	11
The Envelope System	13
Earning	
What You Need to Know	21
Finding and Applying for a Job	25
Job Application	28
The Resume	34
The Interview	41
After the Hire	47
W-4	48
The Paycheck	51
Your Money	
Banking	57
Cashing the Paycheck	57
I have cash, now what?	58
The Savings Account	59
The Checking Account	64
The Bank Statement	65
Reconciliation	68

Table of Contents

	Online Banking	70
	The Checkbook	73
	The Check Card	79
Budge	eting	
	Inflation	82
	Understanding Inflation	82
	Then and Now	
	Real Life	88
	Necessity or Luxury? No, really!	87
	Budgeting and Relationships	90
+	Smart Budgeting	92
Bills		VI
	What You Need to Know	97
	Debt	99
	What You Need to Know About Debt	99
	Paying Utilities	99
	Credit	102
	Credit Report	102
	Credit Score	106
	Identity Theft	109

Table of Contents

Bills	(continued	I)
-------	------------	----

Loans	112
Co-signing a Loan	114
Loans to Watch Our For	115
Loan Consolidation or Credit Counsel	ing?116
Financial Disaster	118
Automobile Scenario	121
Bankruptcy	124
The Credit Card	126
Financing College	132
Investing	136
Conclusion	142
Financial Responsibility Pledge	143
Resources	144
Contact the Author	147

NOTE TO PARENTS/TEACHER

This book has been written because of a need for realistic learning materials about money management and instilling financial responsibility values for our high school students. The Money Doesn't Grow on Trees series of learning materials is very different from other 'money' books you will find on the market. These books provide parents with the opportunity to not only teach about money and money management, but to teach financial responsibility values.

What are financial responsibility values? I can answer that question with another question. Do you know what the 'Generation of Entitlement' is? Chances are that question just sparked a memory of a few teens/young adults in your own life, maybe even your own children. The Generation of Entitlement is a generation of seemingly spoiled and ungrateful people, who are the way they are because they never learned the true value of money, and of earning their own.

Let me explain further. It's easy to blame parents for raising a generation that seems focused more on what is given to them, that on what they can earn for themselves. However, blame is not the point. Learning to break the cycle, is the point. Parents of teenagers learned from *their* parents how to deal with money matters, or rather, how not to.

For generations, parents did not talk to their children about money, and they especially did not include them in any discussion about the family finances. The attitudes of generations in the past was that the family finances were not the business of the children. Fear of the children sharing what the parents earn with others and wanting to shield the children from knowing of any struggle has done nothing to teach them about money and the responsibilities related to it. Children do not need to know all of the details and amounts. They do need to be taught the basics of what it costs to run a household and to provide for them and the family.

To make matters worse, parents who grew up during simple times wanted to give their children what they 'never had'. This has been another factor that has contributed to children missing out on appreciating things that are given to them. Children have not learned

the 'behind the scenes' stuff involved in giving them the extras. Children used to be given gifts on special occasions, and maybe a treat here and there. Nowadays, children are showered with so much 'stuff' that they don't even think twice about receiving gifts, and they are much less appreciative. Have you ever been stunned or felt hurt when you gave a gift from the heart to a child/teen when they acted like it was nothing?

Moving on. In today's world, we see more and more young adults that have unrealistic expectations when they leave the nest. Teenagers expect a brand new car for their 16th birthday or graduation present. How many know and appreciate the hard work behind the gift, if parents are financially able to buy them one? How many understand when parents are not financially able to buy them one?

Nowadays, a lot of young couples that get married expect to have the things in a very short time that their parents have gained over 25+ years of marriage and hard work, and then when money is tight, they expect their parents to just give them money along the way. This is called the Generation of Entitlement. Normally, if we wait until the junior high and high school ages, it will be too late to instill financial responsibility values. By the time this journal is completed, your teen should have gained a better understanding of real world money issues, and, therefore, they should be on their way to personal financial responsibility.

You are preparing your children to 'leave home'. Prepare them along the way, and they will be ready to face a future with realistic expectations. Please keep in mind that you are your children's best example. We can teach children over and over what we want them to do, but if they see us being irresponsible with our finances, then the likelihood of them doing the same is great. If you have trouble managing your own money, then this series of books could be a learning tool for your entire family. The study guide in this journal is written directly to the student, however, I encourage you to be involved and involve your whole family in teaching this book. Adults who have a problem with saving or managing money can also benefit from this book.

You may wonder why the first lesson in this book is about saving. Bear with me, I want your children to learn to save quickly, while they are working through this journal. At

Real Money Talk for Grades 9-12

The lessons following the first one will focus on your teen's journey to getting a job, earning money, and teaching them to be financially responsible adults so that they don't turn out to be one of the many young adults that are being dubbed the 'Generation of Entitlement', that will expect *you* to be financially responsible for them well into their adulthood. It is our job, as parents, to always be there to help our children when the need arises, when we can help. It is NOT our job to support our children when they are adults. It is our job to teach them how to be financially independent, and financially responsible adults.

If you have younger children, take a look at our lapbooks for them. They are:

Money Doesn't Grow on Trees: Basic Money Talk for Grades K-6

Money Doesn't Grow on Trees: Money Essentials for Grades 5-8

**You may want to take your younger teen's age or maturity level into consideration for this series. If you feel that he/she needs to learn the skills in the book for Grades 5-8, then start with that book.

INTRODUCTION

Students:

At this age, you are probably thinking about things like getting a job, what you might do after high school, college, career, etc. You may be wondering what you need this book for. You may be planning to get a job, or maybe you are already somehow earning some money of your own. If you are able to walk into a store and make a purchase on your own, then you may think that is all you need to know. You may be able to manage a small amount of money quite well. If so, then you have a good start on being responsible. But there is so much more to being financially responsible than earning a few bucks and then spending it on something that you want.

If there is ONE thing that you learn from this book, I hope it is what it means to have financial VALUES. The definition of 'values' is a person's principles or standards of behavior; one's judgment of what is important in life. Learning this definition is so important. Most people have a basic understanding of the word. For instance, you probably have an understanding of your own family's values on certain topics, such as stealing. If you have been taught by your parents that stealing is wrong, then they have instilled that 'value' in you. Parents instill so many values in us. Sometimes, though, parents don't realize that they have missed instilling values about money into their children. Some of the reasons for this are:

- Parents love you so much that they want you to have things that they didn't have when they were growing up, so they buy you a lot of things without you having to earn them.
- Giving you an 'allowance' for doing things around the house that you should be doing without getting paid to do it, because you live there and are a part of the family unit.
- Letting you spend that allowance on whatever you want, without teaching you to save and give part of it. Sometimes you are taught to save and give, but you don't really know why it's important to do so.
- Parents do not normally talk to you about their own money issues, such as how much they make, or their struggles to pay all of the necessary bills, mostly because they grew up the same.
- It is hard for parents to realize that you are not learning anything about money when they tell you that they can't afford something.

It may seem, from that list, that parents are to blame for a society of teens and young adults who never learned to be responsible with money and value what they earn. However, it is not my intention to cause any hard feelings. Parents did not learn what you are about to learn from this journal when they were growing up. Therefore, it is NOT their fault. Nor is it the fault of anyone in generations past who were caught up in the same cycle. Rich or poor, a family did not talk about the finances with their children. It's time to break that cycle.

Instead of boring you with details about how mom and dad used to trudge through the snow and rain to walk a mile up hill to walk to school, (yeah, right!), we'll just start learning what it means to have financial responsibility values!

No eye-rolling...when you finish this journal you will be well on your way to having peace in your adult life. To be able to make and manage money in your adult life will bring you peace. So many people don't have this kind of peace. They are always trying to juggle bills, trying to decide what to pay this payday, and which bill has to be let go until next time, and wondering why they never learned to save some money. This leads to a stressful life, not a peaceful life.

The first lessons in this journal are about saving money. The reason that these lessons are first is because you need to learn to save before you have anything to save. It is much harder to start saving money after you have tasted the 'make money, blow money' lifestyle. It is much more tempting to spend money on frivolous things now, and worry wishing you had saved a lot of that money for something later. When the time comes to obtain your own car, or home, you will wish that you had been taught how important it is to save. Enter, this book. You can thank me later.

As you work your way through this journal, you will run across places that say 'look it up!'. This is because one of the skills you need to develop, if you haven't already, is the ability to find out things that you don't know, need to know, or want to know, on your own. Being able to find out what you need to know when you need to know it is key to learning. Never stop learning!

Whether you are a work-bound teen, or a college-bound teen, eventually you will be working and making your own money. Be sure to involve your whole family in the things you are learning, you may just bring some enlightenment into your family!

LESSON 1-SAVING

PART 1: 52-WEEK SAVINGS CHALLENGE

There are 52 weeks in a year. How would you like to have \$1378.00 saved up this time next year? How would you like to have almost \$7000.00 saved up in five years? Almost \$14000.00 in 10 years? You may already be earning a little money of your own, and I want you to learn a really cool way to save some right away. The 52 WEEK SAVINGS CHALLENGE will teach you a really cool way to start saving money right away. What are you going to save for is not the point right now, although you maybe thinking about what each of those amounts could buy. That can be decided later. If you have money in your possession at this minute, go get it and return to this journal. If you don't have any money, ask your parents if you can do something for them to earn some, or if you have a job, wait until you get paid to start the challenge.

The 52 Week Savings Challenge can be started with only \$1.00! Let me explain. You start with saving \$1.00 this week, and you add \$1.00 each week, for 52 weeks. For instance, for Week 1 you will save \$1.00. For Week 2 you will save \$2.00. Week 3 you will save \$3.00, and so on. The most you will save for any week is \$52, and that will be your last week of the challenge.

Now, imagine if you decided to really challenge yourself (or someone you know and would like to actually challenge in a savings contest) and DOUBLE your savings. At the end of a year you will have saved \$2756.00!! If a 14 year old started saving now, that would be a really nice down-payment on a car, or maybe even BUY a car by age 17!! You can also start the challenge backwards, that way it gets easier with less money to save each week.

The chart for this challenge is on the next page. Cut out the chart and hang in a visible place to remind you to add to your savings once a week, and how much to add. In the next lesson, you will learn about splitting the money you earn into spending, saving, and giving. Always add the money that you save into your 'SAVE' envelope, that you will learn about in that lesson.

Real Money Talk for Grades 9-12

		52 Week Savi	ngs Cha	llenge	
Week	Deposit Amount	Account Balance	Week	Deposit Amount	Account Balance
1	\$1.00	\$1.00	27	\$27.00	\$378.00
2	\$2.00	\$3.00	28	\$28.00	\$406.00
3	\$3.00	\$6.00	29	\$29.00	\$435.00
4	\$4.00	\$10.00	30	\$30.00	\$465.00
5	\$5.00	\$15.00	31	\$31.00	\$496.00
6	\$6.00	\$21.00	32	\$32.00	\$528.00
7	\$7.00	\$28.00	33	\$33.00	\$561.00
8	\$8.00	\$36.00	34	\$34.00	\$595.00
9	\$9.00	\$45.00	35	\$35.00	\$630.00
10	\$10.00	\$55.00	36	\$36.00	\$666.00
11	\$11.00	\$66.00	37	\$37.00	\$703.00
12	\$12.00	\$78.00	38	\$38.00	\$741.00
13	\$13.00	\$91.00	39	\$39.00	\$780.00
14	\$14.00	\$105.00	40	\$40.00	\$820.00
15	\$15.00	\$120.00	41	\$41.00	\$861.00
16	\$16.00	\$136.00	42	\$42.00	\$903.00
17	\$17.00	\$153.00	43	\$43.00	\$946.00
18	\$18.00	\$171.00	44	\$44.00	\$990.00
19	\$19.00	\$190.00	45	\$45.00	\$1,035.00
20	\$20.00	\$210.00	46	\$46.00	\$1,081.00
21	\$21.00	\$231.00	47	\$47.00	\$1,128.00
22	\$22.00	\$253.00	48	\$48.00	\$1,176.00
23	\$23.00	\$276.00	49	\$49.00	\$1,225.00
24	\$24.00	\$300.00	50	\$50.00	\$1,275.00
25	\$25.00	\$325.00	51	\$51.00	\$1,326.00
26	\$26.00	\$351.00	52	\$52.00	

LESSON 1-SAVING

PART 2: THE ENVELOPE SYSTEM

In Part 1 of Lesson 1, you were given the 52 Week Savings Challenge Chart. In Part 2 of Lesson 1 you will learn where to put that saved money, and how to responsibly decide what to do with the rest of the money that you earn, using The Envelope System. Simply put, this is called 'budgeting'. You will learn a lot about budgeting later.

What is The Envelope System?

The Envelope System is a simple tool to use to keep track of your money, and to teach self-discipline where money is concerned. Self-discipline means "the ability to pursue what one thinks is right, despite temptations to abandon it." This means that you will have the ability to choose the *right things* to do with your money, no matter how hard it is to do so. For example, say you have \$100, but you know you should save part of it, and a relative has a birthday coming up that you need to buy a gift for, but you really, really want to buy something that you have had your eye on that costs \$98.00. You have enough to buy the item, but you won't have enough to buy a gift, and there won't be anything to save. What do you do?

If you have self-discipline, you will do the right thing. You will save part of it, you will buy that birthday gift, and you will still have money left-over to save. You won't have enough for the item you wanted, but what you will have is a sense of pride and accomplishment that comes with saving, and the joy you will experience from gift-giving. Those are far more valuable than the item you wanted to purchase, and will last a lot longer than whatever you might have bought. And besides, you will be able to save for the item, and build your self-discipline at the same time.

The Envelope System consists of three envelopes, with three main components: Spending, Saving, and Giving. Later, when you learn about budgeting, you may break the main components down even further. For instance, in the Spending category, you may have categories like clothing, gas, and food. Even later, when you have bills to pay, you will add more categories, like utility bills, auto insurance, and much more.

For now, we are going to focus on setting up the Envelope System. Please use the envelope template provided on the next page, and the sheet of inserts on the following page goes with them.

Assemble Envelope

The Envelope template is at the end of this lesson. If you purchased this book in the printed version, you will need to copy the page, and print 3 copies. If you purchased the eBook version, print 3 copies. You will need to do the same for the page of inserts, only print extras to have on hand for later use. After printing them, cut out along the outer black line edges and assemble the envelopes following the directions on the template.. The envelope should look like this:

Next, write SPEND, SAVE, and GIVE on the outside of the envelopes. Place an insert into the front pocket of the envelope. You are now ready to learn how to use this valuable, although simple, tool!

Decide and Divide

Anyone can spend money, but we need to know how to spend it *wisely* so that we will know where it went, and how to save for what we want. Sometimes people get their paycheck, and within a couple of days they are out of money and don't really know where it went and have nothing to show for it. Sometimes people buy things that they want, and then they don't have the money for the things that they need. The envelopes will let you be able to keep track of your money, and be in control of your finances. All of these envelopes are important. You might think that saving money to give isn't as important as the money you need to save. Quite the contrary. The money that you save to give, is MORE important than the money that you save for a material possession, or even for hard times ahead.

When we give, we feel a sense of joy that can only come when we know we have helped someone in need, or made someone else happy. This is more important than anything you could ever buy for yourself, and you form a habit of giving, which is a very important component in developing financial responsibility values. We don't give in order to feel good ourselves, but it is a positive by-product of giving.

In order to spend wisely, first you will have to decide exactly how you will divide your money to go into each envelope. The first envelope of your system is the SPEND envelope. You know that you have some expenses to spend money on. What are those expenses? How much will you need for the expenses? Simply put, the SPEND envelope is for money to be spent.

The remainder of your money should be split evenly and added to the GIVE and SAVE envelopes. More often than not, the SPEND envelope will have at least half of the total money that you started with. The rest of the money will be split between the GIVE and SAVE envelopes. You might find yourself wishing that you had put more into the SPEND envelope, and less into the other envelopes. This is why the Envelope System is such a great tool to use for budgeting. You will learn by trial and error how much you spend unnecessarily, and how important it is to save and give.

Documenting Every Penny

To use the insert forms, write in the amount that you add to each envelope at the top. Notice that there is a space for Week # at the bottom. This works well with the 52 Week Savings Challenge if you are doing that. You can simply add the amount of the challenge into the envelope for that week. Or you can use it for weekly budgeting. The space for a custom date is provided. You would use this for something like a pay period. For instance, if you work and get paid weekly on Friday, you would put the date you get paid, and the ending date before you get paid again. (Friday to Thursday). Or you can use whatever dates you need to.

Start with writing in the amount that you are putting in the envelope at the top. This is your 'starting balance'. Under Item Description, you will list anything that you take money out of the envelope for. Across from that, in the Amount column, you will list the amount that you took out of the envelope for that item. Next, you will subtract that amount from the previous amount (balance) in the envelope. For instance, if you put \$50.00 in the envelope (starting amount at the top), and you needed \$10.00 to buy a shirt, you would put 'shirt' under description, and \$10.00 in the 'Amount' column. Then you would subtract \$10.00 from your starting amount of \$50.00. You would put the amount left (balance) in that column, which would be \$40.00. This allows you to see exactly where your money is going, and how much you have left.

You will use the same process for all of your envelopes. You can also use the Amount column for ADDING more to the envelope. Simply write in where you got the money from paycheck, allowance, gift, etc.) in the description column, write in the amount you are adding in the Amount column, and **add** the amount to the previous balance to get your new balance.

Trial and Error-Developing Self-Discipline

You might find yourself wishing that you had put more into the SPEND envelope, and less into the other envelopes. This is why the Envelope System is such a great tool to use for budgeting. You will learn by trial and error how much you spend unnecessarily, how important it is to save and give, and how important it is to responsibly distribute your money.

It can take several weeks, or sometimes even months, to master the Envelope System. This is NOT because it is a hard system. It is because of the self-discipline you will be building within yourself. It can be hard to choose to put money into the give or save envelopes when you want to buy something NOW. Temptation can be a hard thing to overcome, but it is not an impossible thing to overcome.

One of the first things that you need to know is that it is OK to use some money for MAD MONEY. Everybody needs to be able to use some of their hard-earned money to spend on nothing but fun! Work for a purpose, but make sure that you always work to have some fun. Otherwise, work becomes such drudgery when you work just to give your money to someone else and you never have money to have fun on. If you are working to pay for a car, but you only budget for the car payment, insurance, and gasoline, then you are not enjoying the car if it only sits outside of your workplace all the time. Make sure that you responsibly decide how much you can afford to spend on fun, and put it in the spend envelope. The key to this system is documenting what goes into the envelopes, and what comes out, so that YOU are responsibly in control of your finances.

The Empty Envelope

One thing that you will encounter from time to time is the 'empty envelope'. This most often becomes an 'issue' when it is your SPEND envelope. You will be tempted to 'borrow' money from the other envelopes. This is absolutely fine, once you become self-disciplined enough to actually replace the money. We all find ourselves 'short' from time to time. However, you have to be responsible enough to decide if borrowing from the other envelopes is worth it. You need to take on the 'when it's gone, it's gone' mentality for the most part, especially if you are thinking of borrowing the money for frivolous purchases. This will help you in your day-to-day spending decisions. Sometimes it takes having nothing to make you realize what you need to do to make sure that you are not left with nothing again.

Building Your Envelope System

As you become a 'pro' at executing your Envelope System, you will want to add more envelopes, to categorize spending for budgeting. You will want to start splitting up your money into more detailed categories. For instance, the SPEND envelope may turn into several envelopes, marked as different categories, like groceries, gas, clothing, mad money, and anything else you will spend money on. The same goes for the SAVE and GIVE envelopes. You will decide how much money is needed per week/month for the category, and place that much money into that envelope, and document purchases the same as before.

This will allow you to further keep track of the purchases, and cause you to think about trying to save money while making the purchases. Finding ways to save money, such as sales and using discounts and coupons, will help to keep more money in the envelope. This becomes easier and easier to do when you physically see the money coming out, and going in. Before you know it, you will be well on your way to responsibly managing your own money, and you will be encouraging everyone you come in contact with to start their own Envelope System! Answer the questions on the following page.

^{*}In a later lesson, we will be learning more about budgeting. The Envelope System is a great tool for budgeting, so it will be used in that lesson, also.

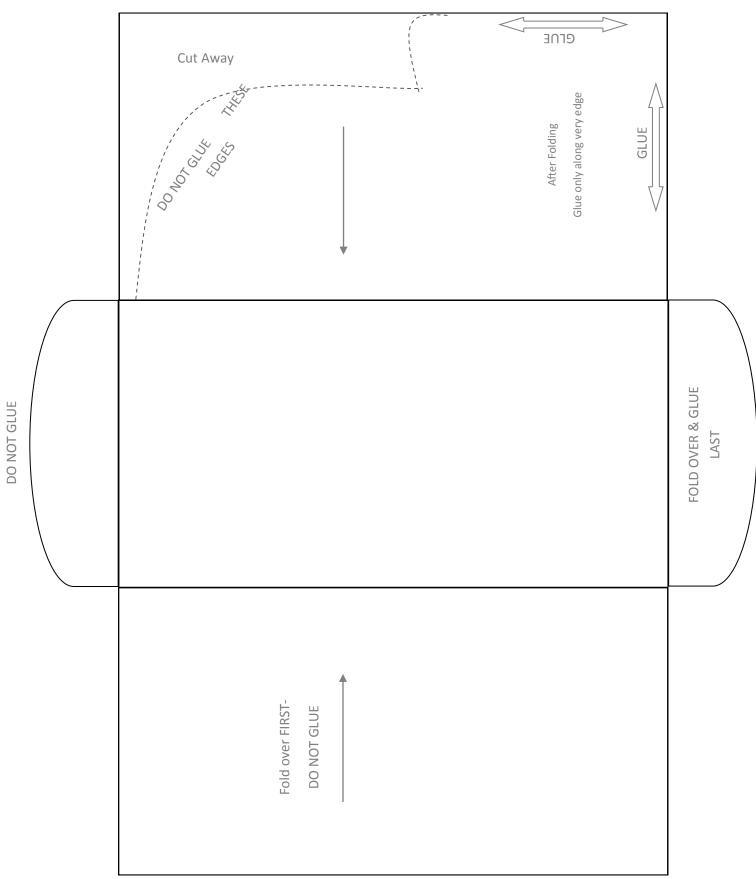
^{**}There are envelope apps available for smart phones. You can use one of them with your Envelope System to help you stay on track when you are out and about.

Real Money Talk for Grades 9-12

C	Questions:
1.	The Envelope System is:
2.	What is self-discipline?
3.	Why is it important that you develop self-discipline?
4.	Why is the money that you save to <i>give</i> more important than the money that you save to spend?
5.	Why should you make sure that you set aside some MAD money?
6.	When is it OK to borrow money from another envelope?
7.	What is the mentality that you need to take on for an empty envelope?

Envelope Template

**You will need 3 Envelopes for this lesson, however, please print extras for use later, and for use in an upcoming lesson about budgeting. Then follow the instructions on the envelope to make.



Envelope Inserts

Cut each insert out individually. You will have 3 inserts. Print more copies now to have on hand for later use, and to use in an upcoming lesson on budgeting.

