

VIRGINIA

Daily Attendance Register

AND

Record of Class Grades

FOR


Shepherd

School

In the County or City of

Bedford

For Year 19~~30~~-19~~31~~

 Read the Introduction Before Making any Entries in this Register

Lydia Markham

Teacher

ISSUED BY
SUPERINTENDENT OF PUBLIC INSTRUCTION
Richmond, Virginia

Record of Class Grades

For month, semester, year

For Grade III with enrollment of 10

Month	Department	Department								Community Study	History	History	Civics	Geography	Hygiene	Phys. Education	Music	Drawing	Home Economics	Agriculture	Industrial Arts	Aver. Scholarship	
		5 Reading	6 Spelling	7 Writing	8 English	9 Mathematics	10	11	12														13
1	Name	Jennifer Sumner																					
2	Parent or Guardian	Richard Sumner																					
3	Residence	R. 3 Bedford, Va.																					
4	Grade when enrolled	III																					
5	Promoted to Grade (Month)	IV (Apr. 1931)																					
6	Exam.	90	92		70	98																	
7	Avg.	B	B	A	B	A	A																
8		B	B	A	B	A	A																
9		A	B	A	B	A	A																
10	Exam.	93 102 89 90																					
11	Avg.	95 99 90 90																					
12	Fin. Gr.																						
1	Name	Nellie W. Wade																					
2	Parent or Guardian	John Wade																					
3	Residence	R. 3 Bedford, Va.																					
4	Grade when enrolled	III																					
5	Promoted to Grade (Month)	IV (Apr. 1931)																					
6	Exam.	85	88	80	80																		
7	Avg.	A	B	B	B																		
8		A	B	B	B																		
9		A	B	B	B																		
10	Exam.	85 88 80 80																					
11	Avg.	85 88 80 80																					
12	Fin. Gr.																						
1	Name	Sarah Adams																					
2	Parent or Guardian	John Adams																					
3	Residence	R. 3 Bedford, Va.																					
4	Grade when enrolled	III																					
5	Promoted to Grade (Month)	IV (Apr. 1931)																					
6	Exam.	60																					
7	Avg.	A C B B B																					
8		Present only 3 days																					
9		B C C B C																					
10		Failed to take exams																					
11	Exam.																						
12	Avg.																						
13	Fin. Gr.																						
1	Name	Marilyn Robertson																					
2	Parent or Guardian	J. Robertson																					
3	Residence	R. 3 Bedford, Va.																					
4	Grade when enrolled	III																					
5	Promoted to Grade (Month)	IV (Apr. 1931)																					
6	Exam.	100	100		88	70																	
7	Avg.	A	A	A	A	A																	
8		B	B	A	B	A	B																
9		A	A	A	B	B	B																
10	Exam.	91 100 92 84																					
11	Avg.	96 100 93 90																					
12	Fin. Gr.																						

Record of Class Grades

For month, semester, year

For Grade III with enrollment of 10

Month	Department	Department								Community Study	History	History	Civics	Geography	Hygiene	Phys. Education	Music	Drawing	Home Economics	Agriculture	Industrial Arts	Aver. Scholarship	
		5 Reading	6 Spelling	7 Writing	8 English	9 Mathematics	10	11	12														13
1	Name	Rachel Skimmel																					
2	Parent or Guardian	Rush Skimmel																					
3	Residence	R. 3 Bedford, Va.																					
4	Grade when enrolled	III																					
5	Promoted to Grade (Month)	IV (Apr. 1931)																					
6	Exam.	73	62		85	75																	
7	Avg.	B	B	B	C	C																	
8		B	B	B	B	B																	
9		B	B	B	B	B																	
10	Exam.	86 92 90 91 74																					
11	Avg.	90 91 90 91 90																					
12	Fin. Gr.																						
1	Name	Evelyn Wade																					
2	Parent or Guardian	John Wade																					
3	Residence	R. 3 Bedford, Va.																					
4	Grade when enrolled	III																					
5	Promoted to Grade (Month)	IV (Apr. 1931)																					
6	Exam.	85	76		90	80																	
7	Avg.	A	B	A	B	B																	
8		B	B	B	B	B																	
9		B	B	B	B	B																	
10	Exam.	86 92 90																					
11	Avg.	89 94 90																					
12	Fin. Gr.																						
1	Name																						
2	Parent or Guardian																						
3	Residence																						
4	Grade when enrolled																						
5	Promoted to Grade (Month)																						
6	Exam.																						
7	Avg.																						
8																							
9																							
10	Exam.																						
11	Avg.																						
12	Fin. Gr.																						
1	Name																						
2	Parent or Guardian																						
3	Residence																						
4	Grade when enrolled																						
5	Promoted to Grade (Month)																						
6	Exam.																						
7	Avg.																						
8																							
9																							
10	Exam.																						
11	Avg.																						
12	Fin. Gr.																						

Retained

Record of Class Grades

For month, semester, year

For Grade V with enrollment of 1

Name	Month	Department					Community Study	History	History	Civics	Geography	Hygiene	Phys. Education	Music	Drawing	Home Economics	Agriculture	Industrial Arts	Aver. Scholarship
		5	6	7	8	9													
Methylene Williamson	1	A	B	A	B	A				C	A								
Parent or Guardian	2	A	B	A	B	A				C	A								
Residence	3	A	B	A	B	A				C	A								
Grade when enrolled	4	A	B	A	B	A				C	A								
Promoted to Grade (Month), 19	5	A	B	A	B	A				C	A								
Remarks:	Exam.	87	76	92	92	60				60	70								
	Avg.																		
	6	B	A	B	A	B				C	B								
	7	B	A	B	A	B				C	B								
	8	B	A	B	A	B				C	B								
	9																		
	10																		
	Exam.	72	70	88	87	60				72	79								
	Avg.	76	77	90	73	65				73	90								
	Fin. Gr.																		

Name	1
Parent or Guardian	2
Residence	3
Grade when enrolled	4
Promoted to Grade (Month), 19	5
Remarks:	Exam.
	Avg.
	6
	7
	8
	9
	10
	Exam.
	Avg.
	Fin. Gr.

Name	1
Parent or Guardian	2
Residence	3
Grade when enrolled	4
Promoted to Grade (Month), 19	5
Remarks:	Exam.
	Avg.
	6
	7
	8
	9
	10
	Exam.
	Avg.
	Fin. Gr.

Name	1
Parent or Guardian	2
Residence	3
Grade when enrolled	4
Promoted to Grade (Month), 19	5
Remarks:	Exam.
	Avg.
	6
	7
	8
	9
	10
	Exam.
	Avg.
	Fin. Gr.

Record of Class Grades

For month, semester, year

For Grade VI with enrollment of 5

Name	Month	Department					Community Study	History	History	Civics	Geography	Hygiene	Phys. Education	Music	Drawing	Home Economics	Agriculture	Industrial Arts	Aver. Scholarship
		5	6	7	8	9													
Rice J. Franklin	1	A	B	B	B	C				C	C								
Parent or Guardian	2	A	B	B	B	C				C	C								
Residence	3	A	B	B	B	C				C	C								
Grade when enrolled	4	B	C	B	B	C				C	C								
Promoted to Grade (Month), 19	5	B	C	B	B	C				C	C								
Remarks:	Exam.	77	84	70	78	70				70	72								
	Avg.																		
	6	B	C	B	B	C				C	B								
	7	C	B	B	B	C				C	B								
	8	D	B	B	B	C				C	B								
	9																		
	10																		
	Exam.	68	84	80	80	65				77	74								
	Avg.	77	90	82	80	73				80	75								
	Fin. Gr.	77	90	83	80	73				80	70								

Name	1
Parent or Guardian	2
Residence	3
Grade when enrolled	4
Promoted to Grade (Month), 19	5
Remarks:	Exam.
	Avg.
	6
	7
	8
	9
	10
	Exam.
	Avg.
	Fin. Gr.

Name	1
Parent or Guardian	2
Residence	3
Grade when enrolled	4
Promoted to Grade (Month), 19	5
Remarks:	Exam.
	Avg.
	6
	7
	8
	9
	10
	Exam.
	Avg.
	Fin. Gr.

Name	1
Parent or Guardian	2
Residence	3
Grade when enrolled	4
Promoted to Grade (Month), 19	5
Remarks:	Exam.
	Avg.
	6
	7
	8
	9
	10
	Exam.
	Avg.
	Fin. Gr.

Record of Class Grades

For month, semester, year

For Grade VI with enrollment of 5

Table with columns for Department (Reading, Spelling, Writing, English, Mathematics, Community Study, History, Civics, Geography, Hygiene, Phys. Education, Music, Drawing, Home Economics, Agriculture, Industrial Arts, Aver. Scholarship) and rows for Name, Parent or Guardian, Residence, Grade when enrolled, Promoted to, Exam., Avg., and Fin. Gr. for student Virginia Robertson.

Excellent Worker!

Table with columns for Department and rows for Name, Parent or Guardian, Residence, Grade when enrolled, Promoted to, Exam., Avg., and Fin. Gr. for student Virginia Robertson.

Table with columns for Department and rows for Name, Parent or Guardian, Residence, Grade when enrolled, Promoted to, Exam., Avg., and Fin. Gr. for student Virginia Robertson.

Table with columns for Department and rows for Name, Parent or Guardian, Residence, Grade when enrolled, Promoted to, Exam., Avg., and Fin. Gr. for student Virginia Robertson.

Record of Class Grades

For month, semester, year

For Grade VII with enrollment of 1

Table with columns for Department (Reading, Spelling, Writing, English, Mathematics, Community Study, History, Civics, Geography, Hygiene, Phys. Education, Music, Drawing, Home Economics, Agriculture, Industrial Arts, Aver. Scholarship) and rows for Name, Parent or Guardian, Residence, Grade when enrolled, Promoted to, Exam., Avg., and Fin. Gr. for student Verna F. Franklin.

Table with columns for Department and rows for Name, Parent or Guardian, Residence, Grade when enrolled, Promoted to, Exam., Avg., and Fin. Gr. for student Verna F. Franklin.

Table with columns for Department and rows for Name, Parent or Guardian, Residence, Grade when enrolled, Promoted to, Exam., Avg., and Fin. Gr. for student Verna F. Franklin.

Table with columns for Department and rows for Name, Parent or Guardian, Residence, Grade when enrolled, Promoted to, Exam., Avg., and Fin. Gr. for student Verna F. Franklin.

Read the directions on cover pages and on page 25 before making entries below.

DAYS OF MONTH	
DAYS OF WEEK	
NAMES OF PUPILS	
1	Adams David
2	" Gary
3	Franklin Rice
4	Franklin Helford
5	Lillaspie Charlie
6	" Nick
7	Mayhew Roy
8	Mitchell Rutwood
9	Overstreet Joe
10	" Edell
11	" Woodie
12	Summer Allen
13	" Jennings
14	Udike Arthur
15	" Marshall
16	Walker Jesse
17	Adams Sarah
18	Franklin Evelyn
19	" Verma
20	Overstreet Ellen
21	" Robye
22	Robertson Virginia
23	" Mildred
24	Summer Libra
25	Skinnell Rachel
26	Udike Evelyn
27	" Leslie
28	Williamson Mithel
29	" Harry
30	" Theo
31	Walker John
32	Udike Helford
33	
34	
35	
36	
37	
38	
39	
40	
41	
42	
43	
44	
45	
46	
47	
48	

DAILY CLASS SCHEDULE FOR SESSION

Grade or Class
Subject
No. Minutes
Hour

I followed the schedule in the State Course of Study

Daily Attendance Record and Monthly Summaries

- Directions**
- In the Daily Attendance Record, page 14, write in alphabetical order first the names of the boys and then the names of the girls, giving in each case the surname first.
 - Give under Age the age each child was on September 1, and do not change the age during the session.
 - On the last school day of the month fill in all the items called for in the summary for the first month shown on this page, and mail the monthly report to the superintendent's office or clerk of the school board, as directed. Do the same for each of the succeeding months.
 - Average daily attendance for any month is found by computing the total number of days pupils were present that month and dividing this number by the number of days school was open that month; for example, if 25 pupils were present a total of 455.5 days in any month, and the school was open 20 days that month, the average daily attendance is 455.5 divided by 20 which equals 22.7 or 23.
 - Percentage of attendance for the term or year is found by computing the total Average daily attendance for the term or year and dividing this number by the number of days school was open during the term. (Average daily attendance for the term cannot be found by adding the daily attendance for all months taught and dividing by the number of months school was open, except when each school month has exactly the same number of days taught.)

For First Month	B	G	T	For Second Month	B	G	T
Total enrollment to date	16	12	28	Total enrollment to date	18	12	30
On roll for month	16	12	28	On roll for month	16	12	28
Average attendance	13	10	23	Average attendance	12	10	22
Total days on roll	223	180	403	Total days on roll	304	276	650
Total days present	191	168	359	Total days present	288	236	524
Percentage attendance	85	82	89	Percentage attendance	77	85	80
Number cases of absence	36	14	58	Number cases of absence	86	40	126
Number cases of tardiness	27	11	38	Number cases of tardiness	53	31	72
Number dropped	0	0	0	Number dropped	0	0	0
Number days taught in month		17		Number days taught in month		23	
Salary due for month		\$57.50		Salary due for month		\$80.50	
Number visits to homes		3		Number visits to homes		0	
Number visits by Superintendent		0		Number visits by Superintendent		0	
Number visits by Trustees		0		Number visits by Trustees		0	
Number visits State Supervisors		0		Number visits State Supervisors		0	
Number visits Local Supervisor		0		Number visits Local Supervisor		0	

For Third Month	B	G	T	For Fourth Month	B	G	T	For Fifth Month	B	G	T	For Sixth Month	B	G	T
Total enrollment to date	19	12	31	Total enrollment to date	20	12	32	Total enrollment to date	20	12	32	Total enrollment to date	20	12	32
On roll for month	19	12	31	On roll for month	20	12	32	On roll for month	20	12	32	On roll for month	20	12	32
Average attendance	15	9	24	Average attendance	14	9	23	Average attendance	16	10	26	Average attendance	16	10	26
Total days on roll	261	228	589	Total days on roll	300	198	480	Total days on roll	410	288	760	Total days on roll	400	240	640
Total days present	234	191	425	Total days present	215	146	361	Total days present	381	280	637	Total days present	306	218	524
Percentage attendance	89	83	72	Percentage attendance	71	74	74	Percentage attendance	92	86	84	Percentage attendance	76	91	81
Number cases of absence	27	37	114	Number cases of absence	85	54	119	Number cases of absence	92	38	132	Number cases of absence	94	28	116
Number cases of tardiness	92	60	152	Number cases of tardiness	78	62	160	Number cases of tardiness	127	89	216	Number cases of tardiness	106	99	205
Number dropped	0	0	0	Number dropped	0	0	0	Number dropped	0	0	0	Number dropped	0	0	0
Number days taught in month		18		Number days taught in month		15		Number days taught in month		24		Number days taught in month		20	
Salary due for month		\$66.50		Salary due for month		\$52.50		Salary due for month		\$84		Salary due for month		70	
Number visits to homes		0		Number visits to homes		0		Number visits to homes		0		Number visits to homes		3	
Number visits by Superintendent		0		Number visits by Superintendent		0		Number visits by Superintendent		0		Number visits by Superintendent		0	
Number visits by Trustees		0		Number visits by Trustees		0		Number visits by Trustees		0		Number visits by Trustees		0	
Number visits State Supervisors		0		Number visits State Supervisors		0		Number visits State Supervisors		0		Number visits State Supervisors		0	
Number visits Local Supervisor		0		Number visits Local Supervisor		0		Number visits Local Supervisor		0		Number visits Local Supervisor		0	

For Seventh Month	B	G	T	For Eighth Month	B	G	T	For Ninth Month	B	G	T	For Tenth Month	B	G	T
Total enrollment to date	17	12	29	Total enrollment to date	17	12	29	Total enrollment to date	17	12	29	Total enrollment to date			
On roll for month	32	12	32	On roll for month	17	12	29	On roll for month	16	11	27	On roll for month			
Average attendance	14	11	25	Average attendance	12	11	23	Average attendance	12	9	21	Average attendance			
Total days on roll	440	264	704	Total days on roll	217	207	609	Total days on roll	356	231	527	Total days on roll			
Total days present	320	239	559	Total days present	258	207	499	Total days present	263	180	441	Total days present			
Percentage attendance	72	90	79	Percentage attendance	119	90	82	Percentage attendance	73	78	83	Percentage attendance			
Number cases of absence	118	25	143	Number cases of absence	99	25	124	Number cases of absence	89	40	126	Number cases of absence			
Number cases of tardiness	71	79	156	Number cases of tardiness	76	78	154	Number cases of tardiness	94	56	150	Number cases of tardiness			
Number dropped	3	0	3	Number dropped	0	0	0	Number dropped	1	1	2	Number dropped			
Number days taught in month		22		Number days taught in month		21		Number days taught in month		21		Number days taught in month			
Salary due for month		\$77		Salary due for month		\$70		Salary due for month		\$70		Salary due for month			
Number visits to homes		3		Number visits to homes		1		Number visits to homes		2		Number visits to homes			
Number visits by Superintendent		0		Number visits by Superintendent		0		Number visits by Superintendent		0		Number visits by Superintendent			
Number visits by Trustees		0		Number visits by Trustees		0		Number visits by Trustees		0		Number visits by Trustees			
Number visits State Supervisors		0		Number visits State Supervisors		0		Number visits State Supervisors		0		Number visits State Supervisors			
Number visits Local Supervisor		0		Number visits Local Supervisor		0		Number visits Local Supervisor		0		Number visits Local Supervisor			

AGE-GRADE DISTRIBUTION SHEET

List All Boys and Girls Enrolled in Each Grade, Distributed on Proper Age Line. (See directions below.)

GRADE	First Grade		Second Grade		Third Grade		Fourth Grade		Fifth Grade		Sixth Grade		Seventh Grade		Eighth Grade		Ninth Grade		Tenth Grade		Eleventh Grade		Twelfth Grade		Special and Uncl'fied		Total—D		GRAND Total—B	
	B.	G.	B.	G.	B.	G.	B.	G.	B.	G.	B.	G.	B.	G.	B.	G.	B.	G.	B.	G.	B.	G.	B.	G.	B.	G.	B.	G.		
AGE																														
No. Under 7																												1	3	4
No. Age 7	1	3																										3	3	
" " 8	3																											3	3	
" " 9						3																						6	1	7
" " 10	1				3		2					1																1	1	2
" " 11					1	1																						5	2	7
" " 12					1		3	1		1	1																	1	1	2
" " 13					1																							1	1	2
" " 14							1				1																	1	1	2
" " 15													1															2	1	3
" " 16											2																	2	2	4
" " 17																														
" " 18																														
" " 19																														
No. Over 19																														
TOTAL—A	5	3			6	4	5	2		1	4	1	1															20	12	32
No. Promoted	4	2			1	3	3	1		0	2	1	1															10	8	18
No. Failed	1	1			1	0	1	1		1	0	0	0															3	3	6
No. Dropped	0	0			4	1	1	0		0	2	0	0															7	1	8
TOTAL—C	5	3			6	4	5	2		1	4	1	1															20	12	32

DIRECTIONS.—After the number of pupils (boys and girls entered in separate columns) is filled in properly in the first vertical column for the first grade and then for the other grades, the number in each grade is to be totaled as provided opposite "Total—A;" then the number of boys under seven years of age for all the grades as recorded should appear in the proper space in the first column under "Total—D," and in like manner the number of girls under seven years of age should be totaled. By the same method the number of boys and then the number of girls of the other ages represented should be totaled in the appropriate spaces under "Total—D." "Grand Total—B" merely represents the sum total of boys and girls recorded under "Total—D." The total of all of the items opposite "Total—A," and the total of all of the items under "Grand Total—B" placed at the bottom of the column headed "Grand Total—B" should be the same. Likewise the total of boys and girls under "Total—D" should equal the total under "Grand Total—B." This is an easy method of checking the data required in this table.

A further check should be made of the Age-Grade Distribution against the table appearing under Summaries for Term shown elsewhere in this register; for example, the totals, boys and girls, for grades 1, 2, 3 and 4 in the Age-Grade Distribution should be the same as the total of item 9 in Summaries for Term. Again, totals, boys and girls, for grades 5, 6 and 7 in the Age-Grade Distribution should be the same as the total of item 13 in Summaries for Term. Totals, boys and girls, for grades 8 and 9 in the Age-Grade Distribution should be the same as the total of item 17 in Summaries for Term, and the total, boys and girls, of grades 10 and 11 in the Age-Grade Distribution should be the same as item 21 in Summaries for Term.

"Total—C" above calls for the total number of pupils, boys and girls, promoted, failed, and dropped for each grade. These totals when summarized should check with the summaries of these items under Summaries for Term.

The Age-Grade Distribution called for in the Term Report is exactly the same as the distribution called for on this sheet, except that boys and girls are not separated in the table on the Term Report. It is suggested that this sheet be filled out first and that the number of boys and girls in this record be added together to provide the data required for the Age-Grade Distribution on the Term Report.

SUMMARIES FOR TERM

No. of months taught 8
 No. of days taught 160
 No. of days teacher present 160

	Boys	GIRLS	TOTAL
1. Total enrollment	20	10	30
2. Average daily attendance	14	9	23
3. Total days on roll	293	191	484
4. Total days present	260	186	446
5. Per cent attendance	89	91	90
6. No. promoted grades 1-4	8	6	14
7. No. failed grades 1-4	3	2	5
8. No. dropped grades 1-4	5	1	6
9. Total no. enrolled grades 1-4	16	9	25
10. No. promoted grades 5-7	2	2	4
11. No. failed grades 5-7	0	1	1
12. No. dropped grades 5-7	2	0	2
13. Total no. enrolled grades 5-7	4	3	7
14. No. promoted grades 8-9			
15. No. failed grades 8-9			
16. No. dropped grades 8-9			
17. Total no. enrolled grades 8-9			
18. No. promoted grades 10-11			
19. No. failed grades 10-11			
20. No. dropped grades 10-11			
21. Total no. enrolled grades 10-11			
22.			

Note.—The totals, boys and girls, items 6, 7 and 8 above, will be the same as the total, boys and girls, item 9; in the same way the totals for items 10, 11 and 12 will equal the total for item 13; the totals for items 14, 15 and 16 will equal the total for item 17; and the totals for items 18, 19 and 20 will equal the total for item 21. The total of items 9, 13, 17 and 21 will equal the total of item 1. This careful checking of the above table shall be made before the register is turned in at the superintendent's office. The items of the above table must agree with the corresponding items in the Age-Grade Distribution table shown on the preceding page. Note the special instructions given under this table.

23. Names of pupils from other counties

INSTRUCTION

- 24. No. pupils supplied with textbooks by school board? 0
- 25. Could pupils secure textbooks at contract prices? yes
- 26. No. hours devoted to instruction in elementary school branches _____
- 27. No. hours devoted to instruction in high school branches 0
- 28. Did you use State course of study? yes
- 29. Is there a United States flag on schoolhouse? no

TEACHER

- 30. Race White Age 19 Sessions taught 2
- 31. Graduate of high school? yes
- 32. Graduate of college or normal? no
- 33. If not graduate, what advanced schools attended? S. J. C. Farmville
- 34. Grade of certificate First (Elementary)
- 35. When issued 1929
- 36. Are you member of State Teachers' Association? no
- 37. What educational periodicals do you take? Ed. Journal, Normal Inst. & Rev. Educ., J. H. News & Lett
- 38. Has your school a community league? no
- 39. Approximate membership? _____
- 40. No. volumes in school library? 120
- 41. No. pupils in (a) Corn Clubs 0 (b) Canning Clubs 0
 (c) Garden Clubs 0 (d) School fair work 0
- 42. No. pupils' homes visited by teacher? 8
- 43. No. teachers' meetings attended? 1
- 44. Teacher's salary per month? \$ 70.00
- 45. Teacher's salary for term? \$ 560
- 46. Amount paid by teacher for room and board per month? \$ 20.
- 47. No. visits to school by
 - (a) Division Superintendent 0
 - (b) Assistant Superintendent 0
 - (c) Members county school board 0
 - (d) Clerk of School board 0
 - (e) State supervisors 0
 - (f) Local supervisors 0

48. Suggestions for next session: These promoted to 2nd grade have been over Child Study & Readers once and started over it the second time. They could do any 2nd grade arithmetic. I suggest higher 2nd grade work.

I certify that the records in this register are correct.

Lydia Markham Teacher.
 Home Address R# 2, Thaxton, Va.
 Date April 29, 1931

TERM REPORT—Elementary and High Schools

Division _____ District Otter School Shepherd
 Teacher Miss Lydia Markham Race White School Year 1930-31
 (Mr., Mrs., or Miss)

DIRECTIONS.—With ink write below in alphabetical order first the names of boys, and then the names of girls, giving in each case the surname first. Give in column two, age on September 1st. See the register for method of computing average attendance and percentage of attendance. Under school subjects below, write a fraction in proper space after each name, the numerator to show the grade the pupil is in for current session and the denominator the grade to which promoted; modify subject titles for high school use.

NAMES OF PUPILS	No. of miles from school		Days on roll	Days present	Reading	Spelling	Writing	English	Mathematics	Community Study	Hist. N.Y.	Hist. U.S.	Civics	Geography	Hygiene	Physical Ed.
	1	2														
Adams David	1 1/2	7	159	66	1/1	1/1	1/1	1/1	1/1							1/1
" Gary	1 1/2	10	159	80	3/3	3/3	3/3	3/3	3/3							3/3
Franklin Oscar	1 1/2	10	158	152	7/7	7/7	7/7	7/7	7/7							7/7
" Melford	1	10	160	126	5/5	5/5	5/5	5/5	5/5							5/5
Lillegren Charlie	1	11	152	104	3/3	3/3	3/3	3/3	3/3							3/3
" Nick	1	12	154	153	4/4	4/4	4/4	4/4	4/4							4/4
Marshall Roy	1 1/2	10	160	123	4/4	4/4	4/4	4/4	4/4							4/4
Mitchell Edward	1 1/2	10	160	139	4/4	4/4	4/4	4/4	4/4							4/4
Ovenstrom Joe	1 1/2	12	159	115	3/3	3/3	3/3	3/3	3/3							3/3
" Odell	1 1/2	10	159	127	3/3	3/3	3/3	3/3	3/3							3/3
" Woodie	1 1/2	9	159	127	2/2	2/2	2/2	2/2	2/2							2/2
Sumner Allan	1 1/2	8	160	158	1/1	1/1	1/1	1/1	1/1							1/1
" Jennings	1 1/2	10	160	140	3/3	3/3	3/3	3/3	3/3							3/3
Uphide Arthur	1	9	154	93	1/1	1/1	1/1	1/1	1/1							1/1
" Marshall	1	10	154	93	1/1	1/1	1/1	1/1	1/1							1/1
" Nelson	1	13	75	60	2/2	2/2	2/2	2/2	2/2							2/2
Walker Jesse	2	12	160	139	4/4	4/4	4/4	4/4	4/4							4/4
" John	3 1/2	16	91	80	6/6	6/6	6/6	6/6	6/6							6/6
Williamson Thor	2 1/2	14	125	118	6/6	6/6	6/6	6/6	6/6							6/6
" Thor	2 1/2	16	125	119	6/6	6/6	6/6	6/6	6/6							6/6
Adams Sarah	1 1/2	9	159	78	3/3	3/3	3/3	3/3	3/3							3/3
Franklin Evelyn	1	7	160	158	1/1	1/1	1/1	1/1	1/1							1/1
" Vera	1	15	160	160	8/8	8/8	8/8	8/8	8/8							8/8
Ovenstrom Ellen	1 1/2	14	159	139	4/4	4/4	4/4	4/4	4/4							4/4
" Robye	1 1/2	7	159	143	4/4	4/4	4/4	4/4	4/4							4/4
Robertson Virginia	1 1/2	10	160	160	8/8	8/8	8/8	8/8	8/8							8/8
" Winfred	1 1/2	9	160	160	8/8	8/8	8/8	8/8	8/8							8/8
Sumner Lissa	1 1/2	11	160	157	4/4	4/4	4/4	4/4	4/4							4/4
Skinner Rachel	1 1/2	9	156	151	4/4	4/4	4/4	4/4	4/4							4/4
Uphide Evelyn	1	11	159	103	3/3	3/3	3/3	3/3	3/3							3/3
" Associe	1	7	159	120	1/1	1/1	1/1	1/1	1/1							1/1
Williamson Mithelan	1 1/2	12	160	120	3/3	3/3	3/3	3/3	3/3							3/3

SUMMARIES FOR TERM

No. of months taught	8		
No. of days school was open	160		
No. days teacher was present	160		
	Boys	Girls	Total
1. Total enrollment	20	12	32
2. Average daily attendance	14	9	23
3. Total days on roll	2937	1911	4848
4. Total days present	2504	1824	4328
5. Per cent attendance	85.70	91.90	88.80
6. No. promoted grades 1-4	8	6	14
7. No. failed grades 1-4	3	2	5
8. No. dropped grades 1-4	5	1	6
9. Total No. enr'd grades 1-4	16	9	25
10. No. promoted grades 5-7	2	2	4
11. No. failed grades 5-7	0	1	1
12. No. dropped grades 5-7	2	0	2
13. Total No. enr'd grades 5-7	4	3	7
14. No. promoted grades 8-9			
15. No. failed grades 8-9			
16. No. dropped grades 8-9			
17. Total No. enr'd grades 8-9			
18. No. promoted grades 10-11			
19. No. failed grades 10-11			
20. No. dropped grades 10-11			
21. Total No. enr'd grades 10-11			
22.			

NOTE.—The totals, boys and girls, items 6, 7 and 8 above, will be the same as the total, boys and girls, item 9; in the same way the totals for items 10, 11 and 12 will equal the total for item 13; the totals for items 14, 15 and 16, will equal the total for item 17, and the totals for items 18, 19 and 20, will equal the total for item 21. The total of items 9, 13, 17 and 21, will equal the total of item 1. This careful checking of the above table shall be made before the report is turned in at the superintendent's office. The items of the above table must agree with the corresponding items in the age-grade distribution table shown on the other side of this sheet. Note the special instructions given under this table.

- ### INSTRUCTION
- Could pupils secure textbooks at contract prices? Yes
 - No. hours devoted to instruction in elementary school branches _____
 - No. hours devoted to instruction in high school branches _____
 - Did you use State course of study? Yes
 - Is there a United States flag on schoolhouse? No

TERM REPORT—Elementary and High Schools—Concluded

NAMES OF PUPILS	No. of miles from school		Age	Days on roll	Days present	Reading	Spelling	Writing	English	Mathematics	Community Study	Hist.	Hist.	Civics	Geography	Hygiene	Physical Ed.
	1	2															

TEACHER
 30. Race White Age 19 Years taught 2
 31. Graduate of high school? Yes
 32. Graduate of college or normal? No
 33. If not graduate, what advance schools attended? S. I. C. Farnelle
 34. Grade of certificate Fresh (Elementary)
 35. When issued 1929
 36. Are you member of State Teachers' Association?
 37. What educational periodicals do you take?
The Journal
Normal and Sch. Gov. Press
J. H. Hayes & Little Folks
 44. Teacher's salary for term? \$1560 Library of Knowledge
 45. Amount paid by teacher for room and board per month \$ 20
 46. No. visits to school by (a) Division Superintendent 0 (b) Asst. Superintendent 0 (c) Members School Board 0 (d) Clerk School Board 0 (e) State Supervisors 0 (f) Local supervisors 0

38. Has your school a community league? No
 39. Approximate membership?
 40. No. volumes in school library? 120
 41. No. pupils' homes visited by teacher? 8
 42. No. teachers' meetings attended? 1
 43. Teacher's salary per month? \$470

(AGE-GRADE DISTRIBUTION List all Boys and Girls in Each Grade, Distributed on Proper Age Line)

GRADE	1	2	3	4	5	6	7	8	9	10	11	12	Total-B
AGE													
No. under 7													
" Age 7	5												5
" " 8	1												1
" " 9	1		3										4
" " 10	1		3	2		1							7
" " 11			2										2
" " 12			1	4	1	1							7
" " 13			1										1
" " 14				1		1							2
" " 15							1						1
" " 16						2							2
" " 17													
" " 18													
" " 19													
" over 19													
TOTAL—A	8		10	7	1	5	1						32
No. promoted	6		4	4	0	3	0						18
No. failed	2		1	2	1	0	0						6
No. dropped	0		5	1	0	2	0						8
TOTAL—C	8		10	7	1	5	1						32

DIRECTIONS.—After the number of pupils is filled in properly in the first vertical column for the first grade and then for the other grades, the number in each grade is to be totaled as provided opposite "Total-A;" then the number of children under seven years of age for all grades as recorded should appear under "Total-B" in the proper space; in similar manner the number of children of other ages should be totaled in the appropriate spaces under "Total-B". The total of all the items opposite "Total-A" and the total of all the items under "Total-B" placed at the bottom of the column headed "Total-B" should be the same. This is an easy method of checking the data required in the table.

totals for grades 1, 2, 3 and 4 in the Age-Grade Distribution should be the same as the total of item 9 in Summaries for Term. Again totals for grades 5, 6 and 7 in the Age-Grade Distribution should be the same as the total for item 13 under Summaries for Term. Totals for grades 8 and 9 in the Age-Grade Distribution should be the same as item 17 under Summaries for Term and the totals of grades 10 and 11 under Age-Grade Distribution should be the same as item 21 under Summaries for Term.

"Total-C" above calls for the total number of pupils promoted, failed, and dropped for each grade; these totals when summarized should check with the summaries of these items under Summaries for Term.

A further check should be made of the Age-Grade Distribution against the table appearing under Summaries for Term, shown on the opposite side of this sheet; for example, the

TERM REPORT—Elementary and High Schools

Division _____ District Otter School Shepherd
 Teacher Miss Lydia Markham Race White School Year 1930-31
 (Mr., Mrs., or Miss)

DIRECTIONS.—With ink write below in alphabetical order first the names of boys, and then the names of girls, giving in each case the surname first. Give in column two, age on September 1st. See the register for method of computing average attendance and percentage of attendance. Under school subjects below, write a fraction in proper space after each name, the numerator to show the grade the pupil is in for current session and the denominator the grade to which promoted; modify subject titles for high school use.

NAMES OF PUPILS	No. of miles from school	Age	Days on roll	Days present	Reading	Spelling	Writing	English	Mathematics	Community Study	U.S. Hist.	U.S. Hist.	Civics	Geography	Hygiene	Physical Ed.	17
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
Adams David	1 1/2	7	159	66	1	1	1	1	1							1	
Gary	1 1/2	10	159	80	1	1	1	1	1								
Franklin Rice	1	12	160	152	1	1	1	1	1								
" Melrod	1	10	160	156	1	1	1	1	1								
Gillaspie Charles	1	11	152	109	1	1	1	1	1								
" Hick	1	12	158	153	1	1	1	1	1								
Maughan Roy	1/2	12	160	123	1	1	1	1	1								
Mitchell Eunice	1/2	10	160	109	1	1	1	1	1								
Overstreet Joe	1 1/2	12	159	115	1	1	1	1	1								
" Abell	1 1/2	10	159	121	1	1	1	1	1								
" Hoodie	1 1/2	9	159	137	1	1	1	1	1								
Summer Jennie	1 1/2	10	160	140	1	1	1	1	1								
" Alford	1 1/2	8	160	128	1	1	1	1	1								
Upside Arthur	1	9	154	70	1	1	1	1	1								
" Marshall	1	10	154	93	1	1	1	1	1								
" Melrod	1	13	175	60	1	1	1	1	1								
Walker Idage	2	12	160	139	1	1	1	1	1								
" John	3 1/2	16	91	80	1	1	1	1	1								
Williamson Ham	1 1/2	14	128	119	1	1	1	1	1								
" Theo	1 1/2	16	128	113	1	1	1	1	1								
Adams Sarah	1 1/2	9	169	84	1	1	1	1	1								
Franklin Evelyn	1	7	160	102	1	1	1	1	1								
" Viola	1	15	160	160	1	1	1	1	1								
Overstreet Ellen	1 1/2	14	159	139	1	1	1	1	1								
" Ruby	1 1/2	7	159	143	1	1	1	1	1								
Robertson Virginia	1/2	10	160	160	1	1	1	1	1								
" Winifred	1/2	9	160	160	1	1	1	1	1								
Summer Lada	1 1/2	11	160	157	1	1	1	1	1								
Shaniel Rachel	1 1/2	9	156	151	1	1	1	1	1								
Upside Evelyn	1	11	169	103	1	1	1	1	1								
" Jessie	1	7	159	120	1	1	1	1	1								
Williamson Myrtle	1 1/2	12	160	120	1	1	1	1	1								

SUMMARIES FOR TERM

No. of months taught 8
 No. of days school was open 160
 No. days teacher was present 160

	Boys	Girls	Total
1. Total enrollment	20	12	32
2. Average daily attendance	14	9	23
3. Total days on roll	2937	1911	4848
4. Total days present	2804	1864	4668
5. Per cent attendance	95.5	97.5	96.5
6. No. promoted grades 1-4	8	6	14
7. No. failed grades 1-4	3	2	5
8. No. dropped grades 1-4	5	1	6
9. Total No. enr'd grades 1-4	16	9	25
10. No. promoted grades 5-7	2	2	4
11. No. failed grades 5-7	0	1	1
12. No. dropped grades 5-7	2	0	2
13. Total No. enr'd grades 5-7	4	3	7
14. No. promoted grades 8-9			
15. No. failed grades 8-9			
16. No. dropped grades 8-9			
17. Total No. enr'd grades 8-9			
18. No. promoted grades 10-11			
19. No. failed grades 10-11			
20. No. dropped grades 10-11			
21. Total No. enr'd grades 10-11			
22.			

Note.—The totals, boys and girls, items 6, 7 and 8 above, will be the same as the total, boys and girls, item 9; in the same way the totals for items 10, 11 and 12 will equal the total for item 13; the totals for items 14, 15 and 16, will equal the total for item 17; and the totals for items 18, 19 and 20, will equal the total for item 21. The total of items 9, 13, 17 and 21, will equal the total of item 1. This careful checking of the above table shall be made before the report is turned in at the superintendent's office. The items of the above table must agree with the corresponding items in the age-grade distribution table shown on the other side of this sheet. Note the special instructions given under this table.

INSTRUCTION

25. Could pupils secure textbooks at contract prices? yes
26. No. hours devoted to instruction in elementary school branches _____
27. No. hours devoted to instruction in high school branches _____
28. Did you use State course of study? yes
29. Is there a United States flag on school-house? no

TERM REPORT—Elementary and High Schools—Concluded

NAMES OF PUPILS	No. of miles from school	Age	Days on roll	Days present	Reading	Spelling	Writing	English	Mathematics	Community Study	Hist.	Hist.	Civics	Geography	Hygiene	Physical Ed.
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16

TEACHER
 30. Race White Age 19 Years taught 2
 31. Graduate of high school? yes
 32. Graduate of college or normal? no
 33. If not graduate, what advance schools attended? S. T. C. Farmville
 34. Grade of certificate First (Elementary)
 35. When issued 1929
 36. Are you member of State Teachers' Association? no
 37. What educational periodicals do you take?
Ed. Journal
Normal Sch. & Piv. Mag.
W. Home Little Folks
Library J.

38. Has your school a community league? no
 39. Approximate membership? _____
 40. No. volumes in school library? 120
 42. No. pupils' homes visited by teacher? 9
 43. No. teachers' meetings attended? 1
 44. Teacher's salary per month? \$ 70
 45. Teacher's salary for term? \$ 560
 46. Amount paid by teacher for room and board per month? \$ 2.00
 47. No. visits to school by (a) Division Superintendent _____ (b) Asst. Superintendent 0 (c) Members School Board 0 (d) Clerk School Board 0 (e) State Supervisors 0 (f) Local supervisors 0

AGE-GRADE DISTRIBUTION (List all Boys and Girls in Each Grade, Distributed on Proper Age Line)

GRADE	1	2	3	4	5	6	7	8	9	10	11	12	Total—B
AGE													
No. under 7													
" Age 7	<u>5</u>												<u>5</u>
" " 8	<u>1</u>												<u>1</u>
" " 9	<u>1</u>		<u>2</u>										<u>4</u>
" " 10	<u>1</u>		<u>3</u>	<u>2</u>		<u>1</u>							<u>7</u>
" " 11			<u>2</u>										<u>2</u>
" " 12			<u>1</u>	<u>4</u>	<u>1</u>	<u>1</u>							<u>7</u>
" " 13			<u>1</u>										<u>1</u>
" " 14				<u>1</u>		<u>1</u>							<u>2</u>
" " 15							<u>1</u>						<u>1</u>
" " 16						<u>2</u>							<u>2</u>
" " 17													
" " 18													
" " 19													
" over 19													
TOTAL—A	<u>8</u>		<u>10</u>	<u>7</u>	<u>1</u>	<u>5</u>	<u>1</u>						<u>32</u>
No. promoted	<u>6</u>		<u>4</u>	<u>4</u>	<u>0</u>	<u>3</u>	<u>1</u>						<u>18</u>
No. failed	<u>2</u>		<u>1</u>	<u>2</u>	<u>1</u>	<u>0</u>	<u>0</u>						<u>6</u>
No. dropped	<u>0</u>		<u>5</u>	<u>1</u>	<u>0</u>	<u>2</u>	<u>0</u>						<u>8</u>
TOTAL—C	<u>8</u>		<u>10</u>	<u>7</u>	<u>1</u>	<u>5</u>	<u>1</u>						<u>32</u>

DIRECTIONS.—After the number of pupils is filled in properly in the first vertical column for the first grade and then for the other grades, the number in each grade is to be totaled as provided opposite "Total-A," then the number of children under seven years of age for all grades as recorded should appear under "Total-B" in the proper space; in similar manner the number of children of other ages should be totaled in the appropriate spaces under "Total-B." The total of all the items opposite "Total-A" and the total of all the items under "Total-B" placed at the bottom of the column headed "Total-B" should be the same. This is an easy method of checking the data required in the table.
 A further check should be made of the Age-Grade Distribution against the table appearing under Summaries for Term, shown on the opposite side of this sheet; for example, the

totals for grades 1, 2, 3 and 4 in the Age-Grade Distribution should be the same as the total of item 9 in Summaries for Term. Again, totals for grades 5, 6 and 7 in the Age-Grade Distribution should be the same as the total for item 13 under Summaries for Term. Totals for grades 8 and 9 in the Age-Grade Distribution should be the same as item 17 under Summaries for Term and the totals of grades 10 and 11 under Age-Grade Distribution should be the same as item 21 under Summaries for Term.
 "Total-C" above calls for the total number of pupils promoted, failed, and dropped for each grade; these totals when summarized should check with the summaries of these items under Summaries for Term.

SUPERINTENDENT OF SCHOOLS FOR BEDFORD COUNTY
BEDFORD, VIRGINIA

School Year 1931-32

SPECIAL REPORT TO SUPERINTENDENT (to be returned with term reports)

1. SCHOOL PROPERTY

(a) Left in schoolhouse:

No. of desks (single or double) 28 No. of library books 120
Bookcase 1 Maps, (name them) U.S., World map, North America Globes, etc. 1
Axe 0 Brooms 2 Erasers 12 etc. 1 Box Chalk
Other equipment (name) _____

(b) Left elsewhere (state what and where) _____

(c) There were the Physical Inspection Card, Manuals and Workbooks left? _____

In Teacher's desks.

(d) There were the keys left? H. L. Robertson's

REPAIRS.

(a) What repairs to schoolhouse are needed? Window panes

Give size and number of broken window panes. 2 - 12" - 16"

BOARDING PLACE.

(a) Name and address of party with whom teacher boarded. _____

H. L. Robertson, Bedford Va. Rt 3 Amt. paid per month \$17.00

(b) Remarks for guidance of teacher for next year. _____

MONEY RAISED FOR SCHOOL.

(a) Give amount of money raised locally for your school during this term. _____

(b) Give each item of expenditure and cost of same. _____

(c) How much balance on hand and where and in whose name was it left. _____

NAME AND ADDRESS OF LOCAL ADVISED. H. L. Robertson, Bedford Va. Rt 3.

SCHOOL AND COMMUNITY LEAGUES OR P.T.A.

(a) No. members Com. League. _____ P.T.A. _____ Jr. League 32

(b) Have you sent in Jr. League report and dues for year? ✓

HOW MANY PUPILS WILL THERE BE TO ENTER THE PRIMARY GRADE NEXT YEAR? 2

SCHOOL Shepherd PRINCIPAL Edith Jane Garrett