

# VIRGINIA

## Daily Attendance Register

AND

## Record of Class Grades

FOR

*Union Oak*


School

In the County or City of

*Bedford*

For Year 1925-1926

25  
14  
11

 Read the Introduction Before Making any Entries in this Register

*Gladys Rodgers*

Teacher

ISSUED BY  
SUPERINTENDENT OF PUBLIC INSTRUCTION  
Richmond, Virginia





Record of Class Grades

For month, semester, year

For Grade Fourth with enrollment of

Table with columns for student name, parent/guardian, residence, grade, and 22 subjects (Department, Reading, Spelling, Writing, English, Mathematics, Community Study, History, Civics, Geography, Hygiene, Phys. Education, Music, Drawing, Home Economics, Agriculture, Industrial Arts, Aver. Scholarship). Includes entries for Charlie Gibbs, Eugie Gibbs, Hazel Waldren, and Myrtle Wilkerson.

Record of Class Grades

For month, semester, year

For Grade Fifth with enrollment of 3

Table with columns for student name, parent/guardian, residence, grade, and 22 subjects (Department, Reading, Spelling, Writing, English, Mathematics, Community Study, History, Civics, Geography, Hygiene, Phys. Education, Music, Drawing, Home Economics, Agriculture, Industrial Arts, Aver. Scholarship). Includes entries for Oleg Woodford, Helen Overstreet, Edgar Carter, and Joseph Hagston.











Daily Attendance Record for Calendar Month No. \_\_\_\_\_

Ending March 31, 19 26

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

DAYS OF MONTH	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	31		
DAYS OF WEEK	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
NAMES OF PUPILS																									
Gibbs, Charlie	1		T	T	T			I	I											I		I			23 17
" Hughes	2																								
Laughon, Holmes	3			T				T																	23 23
Overstreet, Carl	4			T	T	T								I		I									23 21
Hoodford, Oley	5																		I	I	I				23 19
Ernest Hilkeason	6																								6 5
Carter Edgars	7							I	I	I															
Raymond	8																								
Wagsten, Joseph	9																								23 23
Bowyer, Virginia	10				T																				23 20
Cheek, Eval	11				T																				23 20
Gibbs, Eugie	12				I																				23 20
" Mabrie	13				T	T		I	I	I	I	I	I	I	I										23 23
" Skillie	14				I																				23 20
Haldren, Hazel	15				T	T																			23 23
Overstreet, Elizabeth	16																								23 21 1/2
" Helen	17																								23 21 1/2
" Pauline	18																								
Hilkeason, Mamie	19					T																			23 23
" Mary	20					T																			23 23
" Myrtle	21					T																			23 23

Daily Attendance Record for Calendar Month No. \_\_\_\_\_

Ending April 30, 19 26

DAYS OF MONTH	1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30				
DAYS OF WEEK	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	
NAMES OF PUPILS																										
	1																									20 13
	2																									
	3																									20 18
	4																									6 6
	5																									20 14
	6																									
	7																									
	8																									
	9																									20 20
	10																									20 19 1/2
	11																									10 8
	12																									20 14
	13																									20 11
	14																									20 13
	15																									20 20
	16																									8 8
	17																									20 13
	18																									
	19																									5 5
	20																									5 5
	21																									5 5

Easter Holiday  
Easter Holiday

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

Daily Attendance Record for Calendar Month No.

Ending May 31 1926

Table with columns for DAYS OF MONTH (1-31), DAYS OF WEEK (M-T-F), and NAMES OF PUPILS. Names include Gibbs, Charlie; Hughes; Laughon, Holmes; Querstreet, Carl; Hoodford, Oley; Ernest Hilkeason; Carter, Edgar; Raymond; Hagsten, Joseph; Bowyer, Virginia; Cheek, Eval; Gibbs, Bugie; Marnie; Skillie; Waldren, Hazel; Querstreet, Elizabeth; Helen; Pauline; Hilkeason, Marnie; Mary; Myrtle.

Attendance grid for May 1926. Columns 3-31 show days of the month with letters M, T, W, T, F for days present. Includes columns for Days on Roll, Days Present, and Miles from School.

Daily Attendance Record for Calendar Month No.

Ending June 1926

Attendance grid for June 1926. Columns 1-8 show days of the month with letters M, T, W, T, F for days present. Includes columns for Days on Roll, Days Present, and Miles from School.



## 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	2	1																											2	1	3
No. Age 7	1		1	2				1																					2	3	5
" " 8						1																							1	1	
" " 9				1				1																					2	2	
" " 10																															
" " 11						2	1																					2	1	3	
" " 12										1																			1	1	
" " 13								1	1																			1	1	2	
" " 14								1		1						1													2	1	3
" " 15								1																					1		1
" " 16																															
" " 17																															
" " 18																															
" " 19																															
No. Over 19																															
TOTAL—A	3	1	1	3		3	3	3	2	1						1													10	11	21
No. Promoted	1	1	1	1			1	1	1	1						1													4	5	9
No. Failed				1		1	1	1																					1	3	4
No. Dropped	2			1		2	1	1	1																			4	4	8	
TOTAL—C	3	1	1	3		3	3	3	2	1						1													9	12	21

**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 nine  
 No. of days taught 180  
 No. of days teacher present 180

	BOYS	GIRLS	TOTAL
1. Total enrollment	9	12	21
2. Average daily attendance	4	10	14
3. Total days on roll	879	1811	2690
4. Total days present	779	1592	2376
5. Per cent attendance	88%	88%	88%
6. No. promoted grades 1-4	3	3	6
7. No. failed grades 1-4	1	3	4
8. No. dropped grades 1-4	3	4	7
9. Total no. enrolled grades 1-4	7	10	17
10. No. promoted grades 5-7	2	1	3
11. No. failed grades 5-7			
12. No. dropped grades 5-7	1		1
13. Total no. enrolled grades 5-7	2	2	4
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

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### INSTRUCTION

24. No. pupils supplied with textbooks by school board? \_\_\_\_\_
25. Could pupils secure textbooks at contract prices? Yes
26. No. hours devoted to instruction in elementary school branches. 6
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 schoolhouse? Yes

### TEACHER

30. Race White Age 23 Sessions taught 3
31. Graduate of high school? Yes
32. Graduate of college or normal? No.
33. If not graduate, what advanced schools attended? Summer Normal
34. Grade of certificate Elementary Professional
35. When issued July 1925
36. Are you member of State Teachers' Association? Yes
37. What educational periodicals do you take? Va. Journal Ed. Normal Inspectors and Primary Plans
38. Has your school a community league? Yes
39. Approximate membership? 12
40. No. volumes in school library? 104
41. No. pupils in (a) Corn Clubs 2 (b) Canning Clubs 2  
(c) Garden Clubs \_\_\_\_\_ (d) School fair work \_\_\_\_\_
42. No. pupils' homes visited by teacher? 7
43. No. teachers' meetings attended? one
44. Teacher's salary per month? \$70 - \$75
45. Teacher's salary for term? \$647.50
46. Amount paid by teacher for room and board per month? \$18.00
47. No. visits to school by  
 (a) Division Superintendent \_\_\_\_\_  
 (b) Assistant Superintendent \_\_\_\_\_  
 (c) Members county school board \_\_\_\_\_  
 (d) Clerk of School board \_\_\_\_\_  
 (e) State supervisors \_\_\_\_\_  
 (f) Local supervisors 8
48. Suggestions for next session \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

I certify that the records in this register are correct.

Gladys Rodgers Teacher.  
 Home Address Petersburg, Va., Rte 2  
 Date \_\_\_\_\_



0-3:15 15-  
15-3:30 15-  
3:30-3:45 15-  
3:45-4:00 15-

History - Reading  
History - Reading  
Hygiene  
Reading - History

Fourth Grade.  
Fifth Grade.  
Fourth Grade  
Seventh Grade.

OFFICE OF THE DIVISION SUPERINTENDENT  
PUBLIC SCHOOLS OF BEDFORD COUNTY

Mar 24, 1926

TRANSFER CERTIFICATE

This certifies that Joseph Hogsten has been a pupil  
in Duch School, from Sept 21 to Dec 11  
in IV grade, and on request is transferred to Unionville School  
of Bedford County or City.

Pupils record:

Days on roll 60

Days present 49

General standing Good

J. H. Shipley Div. Superintendent  
M. J. [unclear] Teacher

NOTE—When a pupil is transferred from one school to another his record must be transferred with him, and when he enters his second school his name must be dropped from the total enrollment and attendance of the school from which he comes. This is necessary to avoid duplication.