



LIBRARIES

UNIVERSITY OF WISCONSIN-MADISON

Annual report of the Board of Education of the city of Madison, for the year 1874.

Madison, Wisconsin: M.J. Cantwell, Book and Job Printer, King St.,
[s.d.]

<https://digital.library.wisc.edu/1711.dl/MIYBECJ5CA32H8C>

Based on date of publication, this material is presumed to be in the public domain.

Original material owned by Madison Metropolitan School District.

For information on re-use, see

<http://digital.library.wisc.edu/1711.dl/Copyright>

The libraries provide public access to a wide range of material, including online exhibits, digitized collections, archival finding aids, our catalog, online articles, and a growing range of materials in many media.

When possible, we provide rights information in catalog records, finding aids, and other metadata that accompanies collections or items. However, it is always the user's obligation to evaluate copyright and rights issues in light of their own use.

ANNUAL REPORT
OF THE
BOARD OF EDUCATION
OF THE
CITY OF MADISON,
FOR THE YEAR 1874.

PUBLISHED BY ORDER OF THE BOARD.

MADISON, WIS.:
M. J. CANTWELL, BOOK AND JOB PRINTER, KING ST.
1875.

SCHOOL CALENDAR

FOR 1875.

WINTER TERM:

Commencing January 4th; ending March 26th.

SPRING TERM:

Commencing April 12th; ending July 2d.

FALL TERM:

Commencing September 13th; ending December 10th.

OFFICE HOURS OF SUPERINTENDENT:

From 8:15 to 8:45 A. M.

BOARD OF EDUCATION

FOR 1875.

ELISHA BURDICK,Term of office expires December, 1875.
ALEXANDER KERR,do.....do.....do..... 1875.
WM. T. LEITCH,do.....do.....do..... 1876.
JOHN BAKER,do.....do.....do..... 1876.
J. H. CARPENTER,do.....do.....do..... 1877.
J. C. FORD,do.....do.....do..... 1877.
THE MAYOR, <i>Ex-officio</i> .
ALD. CHANDLER P. CHAPMAN,do.

OFFICERS.

PRESIDENT,

J. H. CARPENTER.

CLERK,

W. T. LEITCH.

TREASURER,

ELISHA BURDICK.

COMMITTEES.

STANDING.

Finance—Messrs. CHAPMAN, THE MAYOR and FORD.

Text Books—Messrs. KERR, FORD and BAKER.

Examination of Teachers—Messrs. CARPENTER, KERR and FORD.

Building—Messrs. BURDICK, THE MAYOR and CARPENTER.

Fuel and Supplies—Messrs. BURDICK and LEITCH.

VISITING.

High School—Messrs. KERR and THE MAYOR.

First Ward—Messrs. FORD and KERR.

Second Ward—Messrs. LEITCH and CHAPMAN.

Third Ward—Messrs. BAKER and LEITCH.

Fourth Ward—Messrs. BURDICK and CARPENTER.

BOARD OF INSTRUCTION.

SUPERINTENDENT OF SCHOOLS,
SAMUEL SHAW.

TEACHERS:

High School.....SAMUEL SHAW, Principal.
Miss LUCY E. FOOTE,1st Assistant.
" C. L. WARE,2d do
" JENNIE MUZZY,3d do
" NELLIE L. CHYNOWETH, 4th do
4 " H. J. STANDISH,5th do
WEBSTER M. POND, Assistant Teacher of
Languages.

FIRST WARD.

Intermediate Department.....Miss ELLIE BYRNE, Principal.
Second Primary " " MARIA E. BYRNE. 3
First Primary " " JOSIE HAWES.

UNIVERSITY ADDITION.

Grammar Department.....Miss SARAH LAWSON, Principal.
Intermediate " " ELLA ASPINWALL. 4
Second Primary " " LIZZIE ROBSON.
First Primary " " HANNAH LAWSON.

SECOND WARD.

Grammar Department.....Miss L. MCGINNIS, Principal. 4
Intermediate " " ELLA LARKIN.
Second Primary "Mrs. CYNTHIA CHARLESWORTH.
First Primary "Miss H. M. EGGLESTON.

THIRD WARD.

Grammar Department.....Miss ANNIE EVANS, Principal. 4
Intermediate " " TESSIE PARKINSON.
Second Primary " " MAGGIE GALBRAITH.
First Primary " " LUCY A. RICE.

NORTHEAST DISTRICT.

Primary and Intermediate.....Miss E. T. PACKARD. 7

LITTLE BRICK.

First Primary Department ...Miss ALICE J. CRAIG.

FOURTH WARD.

Grammar Department.....Miss KITTIE LARKIN, Principal.
Intermediate " " LIZZIE H. RICHARDSON.
Second Primary " " JENNIE M. PHELPS. 4
First Primary " " IRENE LARKIN.

PRESIDENT'S ADDRESS.

To the People of Madison:

You will find the reports of the Superintendent, Clerk and Treasurer, appended, to which I would refer you for specific information concerning the school work and expenses for the year 1874.

I desire to call your attention, briefly, to a few things which it seems proper for me to mention.

The public schools of Madison always suffered for the want of a good High School building, until the completion of the present one a year ago. Many scholars would pass at once from the Grammar Schools of the city into the Preparatory Department of the University, and pay tuition, rather than remain longer in the public schools by entering our High School, with its meager accommodations. Hence, with even a limited course of study, the Board of Education were unable to keep a class of pupils in the schools long enough to complete it. Since the occupation of the new building, however, there has been a marked change in public sentiment. I see from the report of the Superintendent, upon enrollment of pupils, that upwards of two hundred were in constant attendance upon the High School, during the whole of the year 1874, after the Winter term. The course of study has been lengthened to meet the present demand, and to enable those who finish it to enter the Freshman Class of either College of the State University. Such a class will be ready in the Summer of 1875.

A Literary Society was organized in connection with the High School, last Fall. The Board have allowed the use of the building to its members, for weekly meetings.

Miss Anna Horne, the President of the Society, makes the following statement concerning it:

"This Society, called Pierian, was organized at the beginning of the Fall term, 1874, by the fourth grade. It now enrolls such members of the second, third and fourth grades, as wish to avail themselves of its benefits. The object of the Society is the improvement of its members, by cultivating a correct mode of speaking, and qualifying them, by practice, to express their opinions in public, in a correct manner. Its exercises consist of debates, compositions, declamations and readings. The number of names now enrolled is about thirty, and the Society is not only steadily increasing in numbers, but is improving in ability, which it will without doubt continue to do so long as its members keep fresh in their minds their motto—'*Qui non proficit, deficit.*'"

The tax payers of Madison have submitted cheerfully to the expenses, for quite a number of years past, incurred in building new school houses and their appurtenances. It affords me pleasure to be able to state that their money has been invested in property which has received care, and to-day is in good condition; also that the seating capacity of the school buildings is ample for all present needs, and is likely to be sufficient for several years to come.

The teachers in the employ of the Board, deserve the confidence of the public. They have been selected with care, and continued after fair trial. They are devoted to their profession, and faithful to the best interests of their pupils. Many, very many, hereafter, will rise up and call them blessed.

J. H. CARPENTER,
President Board of Education.

MADISON, Wis., Jan. 1, 1875.

SUPERINTENDENT'S REPORT.

MADISON, WIS., January 1, 1875.

To the Board of Education of the City of Madison :

GENTLEMEN—In compliance with one of the rules defining my duties, I submit the following report of the public schools of Madison, for 1874.

SCHOOL HOURS.

A year ago last spring, the question of the daily five hour session of schools, was presented to you for consideration and action. The arguments in its favor were so numerous and plausible as to induce you to give the system a fair trial. The original time for the test was extended from month to month, and the Superintendent was requested, by personal observation and consultation with the teachers, to decide upon the comparative results attained under this and a longer session. I have arrived at a conclusion upon the subject—after considerable thought, and, to be candid, no little reluctance; especially when I became conscious that the investigation was forcing me to convictions contrary to those entertained by a goodly number of our most zealous and intelligent patrons. Still, the welfare of the rising generation is far more important than any other consideration which can be urged in this connection. That sentiment has impelled me to make the following statement:

The two primary departments in your plan of gradation in the city schools, cover the first four years of a child's attendance. During this period but few text books are used, the instruction being mainly upon work prepared by the teacher. In fact, the success of these departments depends largely upon her ability in that particular direction. The tender age of the

pupils and their unavoidable restlessness demand short recitations, and render much continuous study on their part impossible—I may say undesirable. A session of five hours per day is all that can be properly utilized for these four grades; indeed, more time than can be made profitable for the beginners, known as the first grade of the First Primary. When scholars are promoted into the Intermediate Department, however, there is a marked change in the work. Text books upon Intellectual Arithmetic, Practical Arithmetic and Geography are put into the hands of the students; Grammar is taught orally; Reading, Spelling, Writing and Drawing should not be discontinued; with the grades of their present size, from 20 to 30 minutes are needed for a recitation upon each of the standard branches. Considering these facts, one would suppose that more time should be devoted each day, from this point, on through the remainder of the course. My observation and inquiries had convinced me of the reasonableness of such an opinion; and the application of this view to practice, for the last term of school, has confirmed in me a belief of the certainty of its correctness. In a well governed school, lower in grade than the college, the average pupil will study better than at home; hence it was not particularly surprising to find a very marked improvement in the scholarship of our highest three departments, when their daily session had been lengthened 30 minutes, and this additional time was spent, in most instances, upon faithful study under the eye of the teacher. The lack of a careful preparation of the lesson by the pupil, because of insufficient study, was the prominent failure in a short session. True, some students possessed the determination to devote a proper amount of time at home to their school work; but, undoubtedly, a considerable part of this was performed by the aid of artificial lights; perhaps, late in the night, after the other members of the family had retired to rest. Study in the school room, by daylight, is certainly not so injurious to the eyes, and quite as conducive to the general vigor of the body. While some scholars pursued this plan of extra study at home, many could not sufficiently appreciate the value of an education to do so. When school was dismissed, all concern for the

next morning's lessons was abandoned—"Sufficient unto the day was the evil thereof;" the street, or some other desirable place, claimed them. This compelled their teachers either to be satisfied with poor lessons, and to suffer the humiliation of witnessing the display of gross ignorance on their part in the monthly examination; or, to detain them after the more industrious pupils had been dismissed, and worry the work out of them. The objections to both of these courses are numerous, and perfectly apparent to any thoughtful person. Now, I do not claim that you can make the daily session so long as to exclude the necessity of home study on the part of every member of the public schools; but, I am confident that last term all the grades, except those intending to complete the course in 1875 and 1876, had nearly or quite enough time assigned to learn their lessons in school; and the students of those two grades being older and more mature than the others, will be the ones most likely to take additional time at home, especially if only a limited amount is needed, which is the case with the longer session.

But this subject would be very unfairly discussed if I should omit to mention the strongest argument in favor of the five-hour system, viz.: the injurious effects of a longer session upon the health of the pupils. Of course, if this can be maintained, all that I have thus far written falls to the ground. It is claimed by some that so much continuous study as is involved in a session longer than five hours in the day, is trying to the constitution of the scholars; hence it would be better to lessen the amount of work, or to do a part of it out of school. I fear the actual time devoted to study in school hours is not generally known. By referring to the programmes of last term, when we had a lengthened session above the Primary Rooms, I find that a pupil with the full list of branches assigned in the Intermediate and Grammar Departments had two hours and twenty minutes for study each day; in the Senior Grammar and First Grades of the High School, two hours and twenty-five minutes; in the Second Grade, two hours and ten minutes; and in the Third and Fourth Grades, two hours and ten minutes, and two

hours, respectively. Of course this study was not continuous, but was interrupted by the other daily exercises. The rest of the time was divided between recesses, general exercises and recitation.

What proportion of sickness is chargeable to excessive study it must be difficult for even the physician to estimate correctly. The time has been in the schools of Wisconsin when ambitious scholars were allowed—even encouraged—to pursue as many branches as they desired. Four, five, I may say six hard studies were undertaken, and the laws of health necessarily disregarded. The results were disastrous in many instances. No such state of affairs exists among any of the schools under your jurisdiction. The work for each grade is clearly defined, and is based upon the average capacity of the pupils. Scholars having feeble health, are permitted to attend a part of the day, and omit some of the prescribed branches. The wishes of the family physician or of the parent, in this respect, receive prompt attention.

I cannot leave this subject without saying, that my own views have been materially modified by this course of investigation; nor do I now claim infallibility for my conclusions upon it. It is said that in Boston, Massachusetts, no scholar is kept in the school room more than five hours a day. Possibly the problem of time may be solved for you, hereafter, by another agent, under other circumstances, with a different result; but, from all the light I have received on this question, I would, at present, recommend a five-hour session for the Primary Departments, and at least a five-and-one-half-hour session for all the higher grades. I find in the last report of the schools of Rochester, New York, that the Board has just ordered five and one-half hours for the Grammar Departments; five for the Intermediate; and four and one-quarter for the Primary. In Oswego, New York, the rule requires five and three-quarter hours for the Unclassified, Senior and High Schools, and five hours for all the other grades. Both cities, you will observe, recognize the necessity for having sessions of different lengths.

TEACHERS.

It is important that the teacher should be well acquainted with the pupils under her care. This knowledge of their habits and disposition cannot be acquired in a few days; in fact, a term of school often passes before careful and correct conclusions have been reached. Hence the necessity of continuing the services of acceptable teachers. I believe your policy, for a considerable time past, has been shaped with this necessity in view; but the last re-engagement of teachers was the most remarkable example that has yet come to my notice of your determination to re-employ those who had proved themselves capable instructors in your service. At the time to which I allude, only one change occurred in the entire corps of instruction; and that was caused by an imperative necessity, beyond the control of either party to the contract.

In this connection, I would say that the teachers' meetings were modified during the Fall term of school. Weekly sessions were held, in conformity with your rule upon the subject; but one-half of the number was devoted to the teachers of the High School, and the remainder to those of the Ward Schools. The work for these two sections was so unlike as to render this division of time a necessity, provided it was intended to utilize all the hours of each meeting for every teacher present. This plan will be continued hereafter, if it meets your approval.

PRIMARY DEPARTMENTS.

The importance of putting good Primary Schools at the gate-way of secular instruction, has received much attention at the hands of educators, for the last few years. This agitation has been prolific of desirable results in many parts of the country. In this city the Primary Departments have been superior, in point of excellence, to the higher grades, for the last year. When I make this statement, I do not affirm that every Primary School was better than every higher department in the place, for this would not be true; but the Primary Schools averaged better than the others. I am not inclined to ascribe this superiority of results to a greater ability to instruct on the part of the Primary teachers, or a more faithful appli-

cation of the time allotted; but rather to a daily session of sufficient length for their work; to an enrollment of pupils not too numerous for each to receive special attention; and to other causes, among which might be mentioned the guide which you ordered to be prepared, and which is largely devoted to elementary work. Still there is one difficulty that remains to be overcome. In each of the Primary Rooms there is provision for two grades; one being busied in study, slate, or blackboard work, while the other is reciting. In the First Primary Department, however, this condition was met only during the Spring term; for, at the opening of the Fall term, nearly as many little ones entered for the first time, as during the previous term, necessitating another class, and virtually three grades for the remainder of our school year. Your course of study provides for the child, during its first term of school, the following special instruction:

1. Counting objects, from 1 to 20 inclusive.
2. Special drill to cultivate quickness and accuracy of perception.
3. Reading from charts, blackboard and slates; to aid in teaching it, instruction and questions upon common things.
4. Printing and Drawing.

The pupil also receives instruction upon the general exercises for the room, viz.:

1. Morals and Manners.
2. Singing by note and rote.
3. Marching and Calisthenic Songs.
4. Language Lessons.
5. Inventive Drawing, on Friday of each week.

Now, the Spring season is the fittest time to begin a child's attendance upon school: the weather permits it to come regularly, which is not the case during the latter part of the Fall, and nearly all of the Winter term. In fact, a young pupil will do nearly or quite half of the first year's work in the Spring term. Many, perhaps a majority, of the parents realize this and improve the opportunity: their children, in the Fall, are prepared to commence the first reader and oral work of a more difficult kind than that of the preceding term. But those pupils who enter school for the first time in September, cannot advance with them, unless it be a few who have received home instruction in reading and other things. Most of them

have to be put into a new class, and kept in school only a fraction of each session; even this takes from the time which the two regular grades need, and could have, but for the irregularity of entering; and these children, eventually, are merged in a grade with those pupils who enter the succeeding Spring, really causing the loss of one year's advancement in school for them. This may seem only a trifle after so much has been said as the present generation has heard, about the folly of sending pupils to school too young; but I am inclined to think this lack of advancement a serious waste of time, when I consider how many children are obliged by force of circumstances to leave school at a tender age.

In the city of Oswego, New York, a place noted for the excellence of its Primary schools, the Board of Education have adopted the following rule, to overcome the difficulty in question:

"No pupils shall be received or continued in the public schools, under the age of six years, unless prepared to enter a class already formed; except at the opening of the Spring term, when they may be admitted at the age of five years."

I have been informed that this regulation corrects the trouble, inducing parents to enter their children in the Spring, or to prepare them at home to go on with this grade in the Fall. I leave it to your judgment whether a similar rule should be enacted here. If not, through the teachers and otherwise, I shall endeavor to correct this remaining obstacle to our attainable success.

DEFECTS AND NEEDS.

During the year, the results obtained in Drawing have been far from satisfactory. Cards have been used for the lowest three grades, and books for all the other scholars, except those who are in the second, third and fourth High School grades. These last have been taught Perspective and other Drawing, orally, making their own books. I have not expected as flattering results as have been obtained in some of the Eastern cities, for the same amount of time has not been devoted to this branch. Indeed, I question the wisdom of giving Drawing as much attention as any of the standard studies in our public

schools, for fear that effort may be diverted from other channels into which it could more profitably enter. But I am satisfied we ought to have made further progress in this art. We have been using the Bartholomew System of Drawing, which might be justly characterized as a plan of mere copying. It is cultivating the imitative rather than the inventive faculty. The same author, however, is arranging a system of Industrial Drawing, including Free Hand, Geometrical and Mechanical, the whole to consist of nine books, and two or three sets of cards. Most of the numbers are already published, and all will be ready soon.

The books now in use will be completed at the end of the Winter term. I would suggest that the new system be introduced instead of the old, at that time; thereby no extra expense to the parents will be incurred.

English Grammar is taught orally in the Intermediate Department. The work is certainly successful thus far. But, in the Grammar Department, and in the Senior Grammar Grade of the High School, it is otherwise. This is uniformly the verdict of every teacher whom I have heard express an opinion on the subject. Here the book known as Greene's English Grammar is used. The author is evidently a gentleman of excellent linguistic attainments, and he has prepared a good book of reference; but I fear it contains too many scholarly distinctions and classifications to be useful in the hands of our pupils. I would call your attention, particularly, to almost any part of his Syntax proper, in order to satisfy you how small a part of this important department of the subject could be profitably taught.

Among our present needs, I would mention an increased amount of apparatus for illustrating those branches of Natural Science and History found in the course of study; also, provision for more of commercial instruction in the High School. This latter need not add to the present expenses of that institution. Perhaps a majority of the pupils in the High School intend to complete your course, and very many are desirous of entering the University. This wish is encouraged by the

teacher, for we realize that no other way is so likely to bring out the highest possibilities of the individual. But there is a respectable number of pupils who feel unable to attend more than a limited time. They would like to review carefully some of the lower branches, and begin a few studies of a particularly practical nature.

I believe it would add to the efficiency of our public school system, if your course of study should be modified to meet this want.

WRITTEN EXAMINATIONS.

During the year, these have been held once a month, in all departments above the Primaries, the teacher devoting the forenoon of one day, and the afternoon of the succeeding day, to them, in order to relieve the scholars of too much continuous writing. Whenever a study was completed, the questions were intended to ascertain the pupil's knowledge of the most important parts of the whole subject. In connection with this written test, there was also a careful oral examination, before a class was allowed to leave any branch. The chief reason for both trials at the time mentioned, was the fact that some scholars can write better than they recite; while others can recite better than they write. By using the two examinations, an average can be obtained that indicates better the scholarship than could any one test; and no pupil who has finished a book, should be promoted, or degraded, until he has had a fair opportunity to display his scholarship. In the Primary Room, it has been thought best to make the monthly examinations entirely oral.

In theory, a written examination would seem to be a fairer test of the relative proficiency of pupils than an oral; for they can all have the same questions, and the same time for answering; and the teacher has ample opportunity to consider the papers returned, before giving them the final rank. But, in practice, there is a very serious objection to the plan. I allude to the danger that some pupils will obtain a high standing by unfair means, either by copying the work of a good scholar, or by helps prepared previously and secreted about the person.

It is surprising how proficient certain students will become in this art of deception; and it is sad to see how rapidly the malady will infect the innocent, especially if the teacher does not exercise constant vigilance to prevent dishonesty.

Thus the public sentiment of a school may, in a short time, become wholly vitiated; and a scheme of examination, calculated to secure justice, may be perverted into a powerful agency for evil. The teachers of this city, I am satisfied, have tried to prevent such results; but I believe still greater care could be used by some of us with profit, for our schools have not been entirely free from the objectionable feature indicated.

Another objection to our written examination, is the great amount of work for the teacher in inspecting the papers; and I am inclined to think this is entitled to a careful consideration.

By experiment and consultation with others, I hope soon to be able to recommend a plan which will obviate the necessity for so much drudgery, without diminishing the efficiency of our schools.

BRANCHES FINISHED.

In granting certificates of examination to pupils, those who stood from 95 to 100 per cent. inclusive, received first honors; 85 to 95 per cent., second honors; 70 to 85 per cent., third honors; any who fell below 70 per cent., failed to pass.

The following is a statement of those studies which were completed in the High School proper, during the year:

FIRST GRADE.

ARITHMETIC.

Five first honors—WILLIE SNELL, JAMES KANE, SAMUEL KANE, JENNIE McMILLEN, MARY LAMB.

Eight second honors; twenty-six third honors; twelve failures.

UNITED STATES HISTORY.

Three first honors—CHARLES WOOTTON, ARTHUR GRAY, CARRIE HOWE.

Eleven second honors; thirty-three third honors; two failures.

PHYSICAL GEOGRAPHY.

Fourteen first honors—WILLIAM BORCHENIUS, ANTON BJORNSEN, SAMUEL KANE, ARTHUR GRAY, WILLIE CULVER, JAMES KANE, WILLIE SNELL; WILLIAM LYON, WILLIE DODDS, ELISHA ROBINS, SOLOMON DALBERG, ADDIE MOODY, MINNIE HOPKINS, JENNIE FRANK.

Eighteen second honors; nine third honors; five failures.

SECOND GRADE.

ENGLISH GRAMMAR.

Three first honors—WALTER CHASE, HATTIE STOUT, JULIA SCHWARZ.
Fourteen second honors; sixteen third honors; four failures.

PHYSIOLOGY.

Eight first honors—ADDISON HAWES, HARRY FAVILL, HATTIE STOUT,
SARAH DUDGEON, STELLA FORD, SARAH JACOBY, MARY PURCELL,
JULIA DRAKELY.

Six second honors; fifteen third honors; two failures.

ELEMENTARY ALGEBRA.

Two first honors—FANNIE HERRON, NETTIE NELSON.

Eight second honors; eleven third honors; eight failures.

THIRD GRADE.

ELEMENTARY ALGEBRA.

Five first honors—CHARLES COPP, FRED. STOLTZE, HENRY MASON,
CHARLES ESCOTT, HATTIE HUNTINGTON.

Fourteen second honors; eight third honors; seven failures.

PHYSIOLOGY.

Three first honors—HATTIE HUNTINGTON, HELEN MEARS, AGGIE
NOBLE.

Nineteen second honors; eleven third honors; four failures.

LATIN LESSONS.

Four first honors—HENRY MASON, CARRIE GRIPPER, HATTIE HUN-
TINGTON, NETTIE NELSON.

Fourteen second honors; seven third honors; five failures.

FOURTH GRADE.

GENERAL HISTORY.

Four first honors—FRANK HUNTINGTON, EDWARD OAKLEY, FRANK
HAVEN, ANNA HORNE.

Twelve second honors; six third honors; one failure.

GEOMETRY.

Five first honors—OLIVER FORD, HOWARD HOYT, FRANK HAVEN,
HATTIE THOMS, ANNA HORNE.

Three second honors; six third honors; four failures.

GREEK LESSONS.

Two first honors—CHARLIE KERR, ARCHIE DURRIE.

Four second honors; no third honors; two failures.

LATIN LESSONS.

No first honors; five second honors; three third honors; no failures.

BOTANY.

Seven first honors—OLIVER FORD, EDWARD OAKLEY, ARCHIE DUR-
RIE, HATTIE THOMS, ANNA HORNE, SUSIE WILLIAMSON, FLORENCE
DELAPLAINA.

Six second honors; five third honors; one failure.

CONCLUSION.

In conclusion, I desire to say that nearly two hundred more pupils have been in attendance upon the public schools than were enrolled during the corresponding terms of the previous year; that a commendable harmony has existed between the teachers and their patrons; that the teachers have spared no right effort to secure satisfactory results in their schools; and that a large class, next July, will finish the High School course of study, most of whom will enter the State University, under the law providing free tuition through that institution for all graduates of graded schools in Wisconsin.

I am, gentlemen, yours with respect,

SAMUEL SHAW,
City Superintendent of Schools.

COURSE OF STUDY.

FIRST PRIMARY DEPARTMENT.

FIRST GRADE.

- First Term*—1. Counting objects, from 1 to 20 inclusive.
2. Special Drill, to cultivate quickness and accuracy of perception.
3. Reading from Charts, Blackboard and Slates; to aid in teaching it, instruction and questions upon common things.
4. Printing and Drawing.
- Second Term*—1. Counting objects, from 1 to 100 inclusive.
2. First Reader.
3. Printing and Drawing.
4. Oral Lessons on Plants.
- Third Term*—1. Naming Figures in Reader.
2. First Reader.
3. Printing and Drawing.
4. Oral Lessons on Native Animals.

SECOND GRADE.

- First Term*—1. Estimations of Distance.
2. First Reader.
3. Oral Spelling.
4. Drawing, and Writing the short small letters by principles. (Chart No. 1.)
5. Oral Lessons on Flowers.
- Second Term*—1. Estimations of Weight.
2. Second Reader.
3. Oral Spelling.
4. Drawing, and Writing all the small letters and the figures by principles. (Charts Nos. 1 and 2.)
5. Oral Lessons on Plant Productions.
- Third Term*—1. Estimations of Time.
2. Second Reader.
3. Oral Spelling.
4. Drawing, and Writing the capital letters to the 8th principle. (Chart No. 3.)
5. Oral Lessons on the Human Body.

GENERAL EXERCISES.

1. Morals and Manners.
2. Singing by note and rote.
3. Marching and Calisthenic Songs.
4. Language Lessons.
5. Inventive Drawing on Friday of each week.

SECOND PRIMARY DEPARTMENT.

FIRST GRADE.

- First Term**—1. Second Reader and Slates.
 2. Oral Spelling.
 3. Drawing, and Writing all the capital letters by principles. (Charts Nos. 3 and 4.)
 4. Oral Geography; points of the compass and the school-house.
 5. Arithmetic; addition and subtraction—oral and written work, taught with objects.
- Second Term**—1. Second Reader and Slates.
 2. Oral Spelling.
 3. Drawing, and Writing the business capitals. (Chart No. 5).
 4. Oral Geography; the school grounds and the section.
 5. Arithmetic; multiplication and division—oral and written work, taught with objects.
- Third Term**—1. Second Reader and Slates.
 2. Oral Spelling.
 3. Drawing, and Writing the disciplinary exercises. (Chart No. 6.)
 4. Oral Geography; the city.
 5. Arithmetic; easy combinations involving addition, subtraction, multiplication and division; oral and written work, taught with objects.

SECOND GRADE.

- First Term**—1. Third Reader and Slates.
 2. Oral Spelling.
 3. Drawing, and Writing Copies with lead-pencil.
 4. Oral Geography; the town.
 5. Primary Arithmetic, and oral instruction in notation and numeration.
- Second Term**—1. Third Reader and Slates.
 2. Oral Spelling.
 3. Drawing, and Writing Copies with lead-pencil.
 4. Oral Geography; the county.
 5. Primary Arithmetic, and oral instruction in notation and numeration.
- Third Term**—1. Third Reader and Slates.
 2. Oral Spelling.
 3. Drawing, and Writing Copies with lead-pencil.
 4. Oral Geography; the state.
 5. Primary Arithmetic, and oral instruction in notation and numeration.

GENERAL EXERCISES.

1. Morals and Manners.
2. Singing by note and rote.
3. Marching and Calisthenic Songs.
4. Language Lessons, with phonetic spelling and criticism of erroneous habits of speech.
5. Topical Spelling on Friday of each week.

INTERMEDIATE DEPARTMENT.

FIRST GRADE.

- First Term*—1. Third Reader.
 2. Written Spelling.
 3. Drawing, and Writing Copies.
 4. Geography; the New England, Middle, and South Eastern States.
 5. Arithmetic; notation and numeration, and addition.
 6. Oral Grammar; elements of simple sentences.

- Second Term*—1. Third Reader.
 2. Written Spelling.
 3. Drawing, and Writing Copies.
 4. Geography; the North Central and South Central States.
 5. Arithmetic; subtraction and multiplication.
 6. Oral Grammar; nouns.

- Third Term*—1. Third Reader.
 2. Written Spelling.
 3. Drawing, and Writing Copies.
 4. Geography; the Western States and Territories, and the United States.
 5. Arithmetic; division and cancellation.
 6. Oral Grammar; adjectives.

SECOND GRADE.

- First Term*—1. Fourth Reader.
 2. Written Spelling.
 3. Drawing, and Writing Copies.
 4. Geography; British America and Danish America, Mexico, Central America, and the West Indies.
 5. Arithmetic; G. C. D., L. C. M., and reduction of fractions.
 6. Oral Grammar; pronouns.

- Second Term*—1. Fourth Reader.
 2. Written Spelling.
 3. Drawing, and Writing Copies.
 4. Geography; North America, South America, and general mathematical geography.
 5. Arithmetic; addition, subtraction, and multiplication of fractions.
 6. Oral Grammar; verbs.

- Third Term*—1. Fourth Reader.
 2. Written Spelling.
 3. Drawing, and Writing Copies.
 4. Geography; Europe.
 5. Arithmetic; division of fractions and decimals.
 6. Oral Grammar; all the parts of speech.

GENERAL EXERCISES.

1. Morals and Manners.
2. Singing by note and rote.
3. Calisthenics.
4. Impromptu Compositions with word analysis and simple rules for the use of capital letters and punctuation marks.
5. Oral Biography.
6. Rhetorical Exercises 2d Friday in each month.

GRAMMAR DEPARTMENT.

FIRST GRADE.

- First Term**—1. Fourth Reader.
 2. Written Spelling.
 3. Drawing, and Writing Copies.
 4. Geography; Asia and Africa.
 5. Arithmetic; decimal currency, and compound numbers to denominate fractions.
 6. Grammar; Etymology with parsing.

- Second Term**—1. Fourth Reader.
 2. Written Spelling.
 3. Drawing, and Writing Copies.
 4. Geography; Australia, and book reviewed.
 5. Arithmetic; compound numbers completed.
 6. Grammar; Etymology with parsing.

- Third Term**—1. Fourth Reader.
 2. Written Spelling.
 3. Drawing, and Writing Copies.
 4. U. S. History.
 5. Arithmetic; per centage to insurance, with oral instruction in business forms.
 6. Grammar; Etymology with parsing.

SECOND GRADE.

- First Term**—1. Fifth Reader.
 2. Written Spelling.
 3. Drawing, and Writing Copies.
 4. U. S. History.
 5. Arithmetic; per centage continued to compound interest, with oral instruction in business forms.
 6. Grammar; Syntax with analysis and parsing.

- Second Term**—1. Fifth Reader.
 2. Written Spelling.
 3. Drawing, and Writing Copies.
 4. U. S. History.
 5. Arithmetic; percentage completed and equation of payments, with oral instruction in business forms.
 6. Grammar; Syntax with analysis and parsing.

- Third Term**—1. Fifth Reader.
 2. Written Spelling.
 3. Drawing, and Writing Copies.
 4. Physical Geography.
 5. Arithmetic; ratio and proportion; partnership; analysis.
 6. Grammar; Syntax with analysis and parsing.

GENERAL EXERCISES.

1. Morals and Manners.
2. Singing by note and rote.
3. Calisthenics.
4. Compositions with the principal abbreviations, and rules for spelling and pronunciation.
5. Oral Home Civil Government.
6. Rhetorical Exercises 2d Friday in each month.

HIGH SCHOOL.

SENIOR GRAMMAR GRADE.

- First Term*—1. Fifth Reader.
 2. Written Spelling.
 3. Drawing, and Writing Copies.
 4. Physical Geography.
 5. Arithmetic; alligation, involution and evolution.
 6. Grammar; Orthography, Figures of Speech, and Punctuation, with frequent application of the principles.
 Latin Lessons.

- Second Term*—1. Fifth Reader.
 2. Written Spelling.
 3. Drawing, and Writing Copies.
 4. General History.
 5. Arithmetic; progression, miscellaneous problems, and mensuration.
 6. Grammar; book reviewed, with analysis and parsing.
 Latin Lessons.

- Third Term*—1. Fifth Reader.
 2. Written Spelling.
 3. Drawing, and Writing Copies.
 4. General History.
 5. Arithmetic; book reviewed.
 6. Latin Lessons.

FIRST GRADE.

- First Term*—1. Fifth Reader.
 2. Written Spelling.
 3. Drawing, and Writing Copies.
 4. General History.
 5. Algebra.
 6. Latin Lessons.

I.

- 2d Term*—1. Fifth Reader.
 2. Written Spelling.
 3. Drawing, and Writing Copies.
 4. Civil Government of the United States.
 5. Algebra.
 6. Latin Reader.

II.

1. Fifth Reader.
 2. Written Spelling.
 3. Drawing, and Writing Copies.
 4. Greek Lessons.
 5. Algebra.
 6. Latin Reader.

- 3d Term*—1. Fifth Reader.
 2. Written Spelling.
 3. Drawing, and Writing Copies.
 4. Civil Government of the United States.
 5. Algebra.
 6. Latin Reader.

1. Fifth Reader.
 2. Written Spelling.
 3. Drawing, and Writing Copies.
 4. Greek Lessons.
 5. Algebra.
 6. Latin Reader.

GENERAL EXERCISES.

1. Morals and Manners.
2. Singing by note and rote.
3. Calisthenics.
4. Compositions with instruction upon the use of dictionary.
5. Oral Science of Common Things.
6. Rhetorical Exercises 3d Friday in each month.

SECOND GRADE.

I.

- 1st Term*—1. Physiology.
2. Geometry.
3. Latin R'd'r.

II.

1. Greek Lessons.
2. Geometry.
3. Latin Reader.

- 2d Term*—1. Physiology.
2. Geometry.
3. Virgil and
Lat. Com.

1. Greek Reader.
2. Geometry.
3. Virgil & Lat. Com.

III.

- 3d Term*—1. Zoölogy.
2. Geometry.

3. Virgil & Lat.
Com.

1. Greek Reader.
5. Geometry.

3. Virgil & Lat. Com.

1. French or German
Course.
2. Geometry.
3. Virgil & Lat. Com.

THIRD GRADE.

- 1st Term*—1. Botany.
2. Trigonome-
try.
3. Virgil & Lat.
Com.

1. Botany.
2. Greek Reader.
3. Virgil & Lat. Com.

1. Botany.
2. French or German
Course.
3. Virgil & Lat. Com.

- 2d Term*—1. Botany.
2. Conic Sect'ns.

3. Cicero & Lat.
Com.

1. Botany.
2. Greek Reader.
3. Cicero & Lat. Com.

1. Botany.
2. French or German
Course.
3. Cicero & Lat. Com.

- 3d Term*—1. Natural Phi-
losophy.
2. Astronomy.
3. Cicero & Lat.
Com.

1. Nat. Philosophy.
2. Homer & Greek
Com.
3. Cicero & Lat. Com.

1. Natural Philosophy.
2. French or German
Reader.
3. Cicero & Lat. Com.

FOURTH GRADE.

- 1st Term*—1. Nat. Philos-
ophy.
2. Astronomy.
3. Cicero & Lat.
Com.

1. Nat. Philosophy.
2. Homer & Greek
Com.
3. Cicero & Lat. Com.

1. Natural Philosophy.
2. French or German
Reader.
3. Cicero & Lat. Com.

- Second Term*—1. Chemistry.
 2. Political Economy.
 3. Composition and Rhetoric.

- Third Term*—1. Geology.
 2. Mental Science.
 3. English Literature.

GRADUATING GRADE.

- Spring Term*—1. Geology.
 2. Moral Science.
 3. American Literature.

NOTE.—There will be Reading, Spelling, Book-Keeping, and Drawing throughout the last three and one-third years of the High School Course.

GENERAL EXERCISES.

1. Morals and Manners.
2. Singing by note and rote.
3. Calisthenics.
4. Rhetorical Exercises 3d Friday in each month; fourth grade to have original debates upon practical subjects.
5. Review examinations each term upon one of the following standard branches, viz.; Arithmetic, Geography, Grammar, History.

TEXT BOOKS.

WARD SCHOOLS.

Watson's Independent Reader—Nos. I, II, III, IV and V.

Robinson's Progressive Primary Arithmetic.

“ “ Intellectual “

“ “ Practical “

Steinwehr & Brinton's Eclectic Geography—No. 2.

Greene's English Grammar.

Barnes' History of the United States.

Spencer's Penmanship.

Bartholomew's Drawing.

Mason's Music Chart—No. 1.

HIGH SCHOOL.

Readers, Nos. 5 and 6,	-	-	-	-	-	Watson.
Penmanship,	-	-	-	-	-	Spencer.
Drawing,	-	-	-	-	-	Bartholomew.
Music Chart, No. 2,	-	-	-	-	-	Mason.
Intellectual Arithmetic,	-	-	-	-	-	Robinson.
Practical “	-	-	-	-	-	“
Algebra,	-	-	-	-	-	“
Geometry,	-	-	-	-	-	Loomis.
Trigonometry,	-	-	-	-	-	“
Conic Sections,	-	-	-	-	-	“
Grammar,	-	-	-	-	-	Greene.
Latin Grammar,	-	-	-	-	-	Allen & Greenough.
“ Lessons,	-	-	-	-	-	Leighton.
“ Reader,	-	-	-	-	-	Allen.
Latin Composition,	-	-	-	-	-	Allen.
Virgil,	-	-	-	-	-	Chase & Stuart.
Cicero,	-	-	-	-	-	“
Greek Grammar,	-	-	-	-	-	Goodwin.
“ Lessons,	-	-	-	-	-	Leighton.
“ Reader,	-	-	-	-	-	Goodwin.
“ Composition,	-	-	-	-	-	Jones.
Homer,	-	-	-	-	-	Boise.
German Course,	-	-	-	-	-	Comfort.
“ Reader,	-	-	-	-	-	Whitney.
Physical Geography,	-	-	-	-	-	Warren.
General History,	-	-	-	-	-	Anderson.
General History,	-	-	-	-	-	Swinton.
Physiology,	-	-	-	-	-	Brown.
Botany,	-	-	-	-	-	Gray.
Natural Philosophy,	-	-	-	-	-	Norton.

STATISTICAL REPORT.

TABLE No. 1.—LAST SCHOOL CENSUS.

	CHILDREN.		
	Males.	Females.	Total.
First Ward.....	688	723	1, 411
Second Ward.....	326	328	654
Third Ward.....	418	439	857
Fourth Ward.....	351	329	680
Northeast District.....	16	15	31
Soldiers' Orphans' Home.....	22	13	35
Grand Total.....	1, 821	1, 847	3, 668

TABLE No. 2.—TOTAL PUPILS IN EACH GRADE.

	First Ward.	University Add.	Second Ward.	Third Ward.	Fourth Ward.	Northeast Dist.	Little Brick.	Total.
<i>1st Primary</i> ..1st Grade.....	33	49	32	50	38	11	41	254
2d Grade.....	13	21	18	20	25	19	116
<i>2d Primary</i> ..1st Grade.....	14	36	28	47	27	5	157
2d Grade.....	19	23	44	40	28	154
<i>Intermediate</i> ..1st Grade.....	25	34	34	28	42	7	170
2d Grade.....	23	26	24	20	22	15	130
<i>Grammar</i>1st Grade.....	26	28	22	24	100
2d Grade.....	19	28	30	77
<i>High School</i> ...Sen. Gram. Grade	63
1st Grade.....	49
2d Grade.....	34
3d Grade.....	31
4th Grade.....	22
Unclassified	14
Total.....	1, 371

DETAILED STATEMENT

*Of the Receipts and Expenditures of the Board of Education
of the city of Madison, from January 1st, 1874, to December
31st, 1874.*

RECEIPTS:

1874.

BALANCE.

Jan. 1 Balance in Treasury..... \$3, 024 79

STATE SCHOOL APPORTIONMENT.

July 1 Cash of City Treas. State School App.. 1, 544 34

TAXES LEVIED FOR SCHOOLS.

Jan. 12 Cash of City Treasurer \$6, 000 00

Jan. 17 Cash of Treas. Blooming Grove, School
Tax, \$143 70. Apportionment of
School Fund, \$18 27 161 97

Feb. 9 Cash of City Treasurer 4, 000 00

Mar. 4 Cash of City Treasurer 5, 000 00

Mar. 19 Cash of City Treasurer 8, 414 46

June 11 Cash of Treas. Blooming Grove, School
Tax, \$12 52. Dog License, \$8 55 21 07

Nov. 6 Cash of City Treasurer, Dog License ... 180 00

Dec. 31 Cash of City Treasurer, Tax of 1874.... 500 00

24, 277 50

TUITION.

Jan. 28 Cash of E. Burdick, Treasurer..... 66 00

Feb. 21 Cash of E. Burdick, Treasurer..... 14 00

Apr. 30 Cash of E. Burdick, Treasurer..... 10 00

May 30 Cash of E. Burdick, Treasurer..... 36 50

June 31 Cash of E. Burdick, Treasurer..... 15 00

Sept. 25 Cash of E. Burdick, Treasurer..... 154 00

Oct. 28 Cash of E. Burdick, Treasurer..... 3 00

Dec. 2 Cash of E. Burdick, Treasurer..... 3 00

301 50

SUNDRIES.

Mar. 13 Cash of Prof. Shaw, Fines..... 2 50

May 5 Cash of Text Book Committee..... 66 82

69 32

LOAN.

Nov. 18 Cash, State Bank Loan 5, 000 00

FURNITURE.

Jan. 21 For Furniture sold School District No.
1, Town of Vermont..... 54 75

INTEREST.

Sept. 23 Cash of T. Herfurth, interest on bond .. 80 00

\$34, 352 20

EXPENDITURES:.

1874.

SITES AND STRUCTURES.

Feb.	3	Bunker & Vroman, lumber.....	\$31 30
May	5	Paul Mahoney, earth-filling High School lot	23 90
May	5	John Connor, grading High School lot.....	8 25
May	5	James Quirk, surveying	5 00
Oct.	9	Tim. Purcell, earth-filling High School lot	102 22
Oct.	9	James Quirk, surveying High School lot.....	10 00
Oct.	9	Fahey & Lynch, out-house, 4th ward.....	121 46
Oct.	9	Davidson & Warnes, out-house, 4th Ward.....	182 75
Oct.	9	Ole Stevenson, High School fence	54 50
Oct.	9	Fahey & Lynch, iron pipe, &c	23 02
Oct.	9	D. R. Jones, plan for out-houses	5 00
Dec.	1	Delaplaine & Burdick, grass seed.....	6 43
Dec.	1	Mather & Lowrie, lumber	208 86
Dec.	1	Ole Stevenson, labor.....	6 25
Dec.	1	Tim. Purcell, earth-filling High School lot	12 00
Dec.	1	Bunker & Vroman, lumber.....	6 59

PRINTING.

\$807 53

Mar.	24	M. J. Cantwell, annual report.....	150 00
Mar.	24	Atwood & Culver, advertising, &c	43 15
May	5	M. J. Cantwell, sundries	19 00
June	2	M. J. Cantwell, pamphlets and blanks	50 00
Oct.	9	M. J. Cantwell, blanks, &c	8 25

SUPPLIES.

\$270 40

Jan.	6	Moseley & Brother, crayons and stationery	33 70
Jan.	6	O. M. French, ink.....	9 45
Feb.	3	E. Burdick, cash items.....	19 60
Feb.	3	R. L. Garlick, lamps, oil, &c.....	15 75
Mar.	3	Julius Vogel, erasers	28 75
Mar.	24	O. N. French, ink.....	13 07
May	5	Vroman, Frank & Co., hardware.....	15 25
May	5	Dunning & Sumner, dusters.....	7 45
May	5	W. J. Park & Co., stationery	6 97
June	2	Julius Vogel, erasers	37 62
June	2	E. Burdick, cash items	21 37
Aug.	4	W. M. Pond, Wyman's historical chart	4 50
Aug.	4	Darwin Clark, clock shelf	1 00
Aug.	4	McConnell & Smith, inkstands.....	1 40
Aug.	4	John N. Jones, hardware	9 30
Sept.	1	Dunning & Sumner, paints and oils	48 53
Oct.	9	T. B. Worthington, ink	20 00
Oct.	9	Moseley & Brother, stationery	75 64
Oct.	9	Samuel Shaw, stationery	1 25
Oct.	9	E. Burdick, cash items.....	10 60
Dec.	1	E. Burdick, cash items.....	24 10

FUEL.

\$405 30

May	5	David S. Nelson, wood.....	195 00
June	2	Conklin & Gray, coal.....	132 00
June	2	Ambrose Cox, wood	11 90
Oct.	9	Madison Gas Light Company, coke.....	30 00
Dec.	1	Conklin & Gray, coal.....	2, 181 60
Dec.	1	Madison Gas Light Company.....	5 00

 \$2,555 50

1874.

LOANS AND INTEREST.

May 18 Commissioners of School Land fund..... \$6, 750 00

TAKING CENSUS.

Sept. 1 John A. Byrne, taking school census 100 00

REPAIRS.

Jan.	6	Haack & Haven, cleaning and repairing wells	15	75
Jan.	6	Fahey & Lynch, plastering, &c., 3d ward school h.....	48	00
Jan.	6	T. A. Nelson, painting and glazing.....	30	29
Jan.	6	H. N. Moulton, repairs, general.....	33	34
Mar.	3	M. Joachim & Co.....	143	58
May	5	Moulton & Chase, repairs, general.....	61	23
May	5	Darwin Clark, furniture	24	56
Sept.	1	George Gifford, painting, general	114	00
Oct.	9	R. B. Livesey, repairs, 3d ward school house	3	00
Oct.	27	J. H. Carpenter, cash items.....	2	60
Oct.	27	Haack & Haven, repairing pumps.....	4	25
Dec.	1	T. A. Nelson, painting and glazing	27	35
Dec.	1	Alex. Gill, repairing sidewalk, 2d ward school h	6	00
Dec.	1	Geo. Gifford, painting	61	75

\$575 70

JANITORS' SERVICES AND LABOR.

Jan.	6	John Pyncheon, drayage	6	00
Jan.	6	Frank Zuzer, cutting wood, High School.....	9	00
Jan.	6	Martin Kelly, cleaning 1st ward school house.....	4	13
Jan.	6	Frank Billings, drayage	6	00
Jan.	6	Dennis Fitzpatrick, breaking coal, 3d ward.....	37	60
Jan.	6	Mathew Cronen, breaking coal, 1st ward	13	50
Jan.	6	John Crowley, breaking coal, 2d ward.....	18	00
Jan.	6	John Ford, breaking coal, University Addition.....	18	00
Jan.	6	M. F. O'Callaghan, breaking coal, 4th ward	18	00
Feb.	3	Edward Veney, cleaning 3d ward school house.....	9	00
Feb.	3	W. Storm, cleaning furnace, University Addition	2	50
Feb.	3	A. Grestenbru, cutting wood, north-east district	12	50
Mar.	24	Jacob Knock, cutting wood, little brick school	5	25
Mar.	24	Martin Kelley, janitor, 1st ward, five weeks.....	15	00
Mar.	24	Mathew Cronen, janitor, 1st ward, one week.....	3	00
Mar.	24	Adolph Huls, janitor, 1st ward, six weeks.....	18	00
Mar.	24	John Crowley, janitor, 2d ward, twelve weeks	48	00
Mar.	24	Edward Veney, janitor, 3d ward, twelve weeks	36	00
Mar.	24	M. F. O'Callahan, janitor, 4th ward, twelve weeks ...	48	00
Mar.	24	John Ford, janitor, University Addition, twelve wks	48	00
Mar.	24	Allen Jackson, janitor, High School, twelve weeks...	72	00
Mar.	24	Maria Knock, janitor, little brick school, twelve wks	18	00
Mar.	24	A. Grestenbru, janitor, north-east district, twelve wks	24	00
May	5	A. Grestenbru, cutting wood, north-east district	5	45
June	3	Allen Jackson, janitor, High School, twelve weeks...	80	00
June	3	Adolph Huls, janitor, 1st ward, twelve weeks.....	34	00
June	3	John Crowley, janitor, 2d ward, twelve weeks	40	00
June	3	Edward Veney, janitor, 3d ward, twelve weeks	34	00
June	3	M. F. O'Callaghan, janitor and labor, 4th ward, 12 wks	41	50
June	3	John Ford, janitor, University Add., twelve weeks...	43	00
June	3	Maria Knock, janitor, little brick school, twelve wk's	14	00
June	3	A. Grestenbru, janitor, north-east dist., twelve weeks	20	00
Sept.	1	Maurice Morrissey, labor at school houses.....	18	00
Oct.	9	J. E. Devlen, labor at High School.....	13	12
Oct.	9	John Devlen, labor at High School.....	26	25
Oct.	9	Patrick Higgins, labor at High School.....	5	25

1874.

JANITORS' SERVICES AND LABOR—*continued.*

Oct.	9	Patrick Dacey	\$5 25
Oct.	9	John Crowley, cutting wood, 2d ward.....	3 00
Oct.	9	M. F. O'Callahan, cutting wood, H. S. and 4th w'd s..	12 37
Nov.	5	Henry Becker and others, cleaning 3d w'd school h...	47 23
Dec.	1	Adolph Huls, janitor, 1st ward, thirteen weeks	38 00
Dec.	1	John Crowley, janitor 2d ward, thirteen weeks.....	44 50
Dec.	1	Peter Mettier, janitor, 3d ward, eleven weeks.....	33 00
Dec.	1	M. F. O'Callahan, janitor, 4th ward, thirteen weeks ..	44 50
Dec.	1	Jacob Knock, janitor, little brick s. h., thirteen weeks	17 00
Dec.	1	Allen Jackson, janitor, High School, thirteen weeks ..	78 00
Dec.	1	A. Grestenbru, janitor, north-east dist., thirteen wks..	26 00
Dec.	1	John Ford, janitor, University Addition, thirteen wks	44 50
Dec.	1	Mrs. B. Corcoran, cleaning High School	7 50
Dec.	1	Mary McDonald, cleaning High School.....	7 50

 \$1, 272 40

TEACHERS' WAGES.

Feb.	13	Samuel Shaw, superintendent, six weeks	300 00
Feb.	13	Carrie M. Battell, assistant, High School, six weeks..	90 00
Feb.	14	C. L. Ware, assistant, High School, six weeks.....	90 00
Feb.	13	M. E. Farnham, assistant, High School, six weeks ...	90 00
Feb.	13	H. J. Standish, assistant, High School, six weeks.....	90 00
Feb.	13	Ella Byrne, 1st ward Grammar, six weeks.....	81 00
Feb.	13	Maria E. Byrne, 1st ward Intermediate, six weeks.....	67 50
Feb.	13	Josie Hawes, 1st ward Primary, six weeks.....	69 00
Feb.	13	Sadie Lawson, University Add. S. Gram., six weeks..	81 00
Feb.	13	Nellie Hill, University Add. S. Gram., six weeks	69 00
Feb.	13	Lizzie Robson, University Add. Int., six weeks.....	67 50
Feb.	13	Louisa Green, University Add. Primary, six weeks...	72 00
Feb.	13	L. McGinnis, 2d ward Senior Grammar, six weeks ...	81 00
Feb.	13	Addie Hicks, 2d ward Grammar, six weeks.....	69 00
Feb.	13	Lucy A. Rice, 2d ward Intermediate, thirteen days...	29 25
Feb.	13	C. Charlesworth, 2d ward Int., seventeen days	32 85
Feb.	13	H. M. Eggleston, 2d ward Primary, six weeks	60 00
Feb.	13	Annie Evans, 3d ward Grammar, six weeks.....	81 00
Feb.	13	Ella Aspinwall, 3d ward Gram., assistant, six weeks..	60 00
Feb.	13	Maggie Galbraith, 3d ward Intermediate, six weeks..	69 00
Feb.	13	Jennie W. Phelps, 3d ward Primary, six weeks.....	60 00
Feb.	13	L. McGinnis, 2d ward, balance two weeks December,	8 75
Feb.	13	Kittie Larkin, 4th ward Senior Grammar, six weeks..	97 50
Feb.	13	Fannie Benson, 4th ward Grammar, six weeks.....	69 00
Feb.	13	Lizzie Richardson, 4th ward Intermediate, six weeks	67 50
Feb.	13	Irene Barkin, 4th ward Primary, six weeks.....	72 00
Feb.	13	Alice J. Craig, little brick school, six weeks.....	72 00
Feb.	13	E. T. Packard, north-east district, six weeks.....	67 50
Mar.	24	Samuel Shaw, superintendent.....	300 00
Mar.	24	Carrie M. Battell, assistant, High School, six weeks ..	90 00
Mar.	24	C. L. Ware, assistant, High School, six weeks	90 00
Mar.	24	M. E. Farnham, assistant, High School, six weeks ...	90 00
Mar.	24	H. J. Standish, assistant, High School, six weeks.....	90 00
Mar.	24	W. M. Pond, Greek teacher, six weeks	15 00
Mar.	23	W. M. Pond, Greek teacher, six weeks	15 00
Mar.	24	Ella Byrne, 1st ward Grammar, six weeks	81 00
Mar.	24	Maria Byrne, 1st ward Intermediate, six weeks	67 50
Mar.	24	Josie Hawes, 1st ward Primary, six weeks.....	69 00
Mar.	24	Sadie Lawson, University Add., S. Gram., six weeks..	81 00
Mar.	24	Nellie Hill, University Add. Grammar, six weeks.....	69 00
Mar.	24	Lizzie Robson, University Add. Int., six weeks	67 50

1874.

TEACHERS' WAGES—*continued.*

Mar. 24	Louisa Green, University Add., Primary, six weeks..	\$72 00
Mar. 24	Lucinda McGinnis, 2d ward S. Grammar, six weeks..	81 00
Mar. 24	Addie Hicks, 2d ward Grammar, six weeks.....	69 00
Mar. 24	Cynthia Charlesworth, 2d ward Int., six weeks.....	67 50
Mar. 24	H. M. Eggleston, 2d ward Primary, six weeks.....	72 00
Mar. 24	Annie Evans, 3d ward S. Grammar, six weeks.....	81 00
Mar. 24	Ella Aspinwall, 3d ward Grammar, six weeks	60 00
Mar. 24	Maggie Galbraith, 3d ward Intermediate, six weeks..	69 00
Mar. 24	Jennie W. Phelps, 3d ward Primary, six weeks.....	60 00
Mar. 24	Kittie Larkin, 4th ward Senior Grammar, six weeks..	97 50
Mar. 24	Fanny Benson, 4th ward Grammar, six weeks.....	69 00
Mar. 24	Lizzie Richardson, 4th ward Intermediate, six weeks	67 50
Mar. 24	Irene Larkin, 4th ward Primary, six weeks.....	72 00
Mar. 24	Alice J. Craig, little brick school house, six weeks ...	72 00
Mar. 24	E. T. Packard, north-east district, six weeks.....	67 50
May 22	Samuel Shaw, superintendent.....	300 00
May 22	Carrie M. Battell, assistant, High School, six weeks ..	90 00
May 22	C. L. Ware, assistant, High School. six weeks	90 00
May 22	Blanch Goodall, assistant, H. S., 5 weeks and 2 days..	81 00
May 22	L. E. Foote, assistant, High School, six weeks	90 00
May 22	H. J. Standish, assistant, High School, six weeks.....	90 00
May 22	Ella Byrne, 1st ward Grammar, six weeks.....	90 00
May 22	Maria Byrne, 1st ward Intermediate, six weeks	69 00
May 22	Josie Hawes, 1st ward Primary, six weeks.....	69 00
May 22	Sadie Lawson, University Add. S. Gram., six weeks..	84 00
May 22	Ella Aspinwall, University Add. Gram., six weeks...	69 00
May 22	Lizzie Robson, University Add. Int., six weeks	67 50
May 22	Louisa Green, University Add. Primary, six weeks...	72 00
May 22	L. McGinnis, 2d ward Senior Grammar, six weeks...	84 00
May 22	Addie Hicks, 2d ward Grammar, six weeks	69 00
May 22	Cynthia Charlesworth, 2d ward Int., six weeks.....	66 00
May 22	H. M. Eggleston, 2d ward Primary, six weeks.....	69 00
May 22	Annie Evans, 3d ward Grammar, six weeks	90 00
May 22	Nellie Hill, 3d ward Grammar, assistant, six weeks...	69 00
May 22	Maggie Galbraith, 3d ward Intermediate, six weeks..	67 50
May 22	Fannie Benson, 3d ward Primary, six weeks.....	66 00
May 22	Kittie Larkin, 4th ward Senior Grammar, six weeks..	97 50
May 22	Lizzie Richardson, 4th ward Grammar, six weeks.....	67 50
May 22	Jennie W. Phelps, 4th ward Intermediate, six weeks	66 00
May 22	Irene Larkin, 4th ward Primary, six weeks	72 00
May 22	Alice J. Craig, little brick school house, six weeks.....	72 00
May 22	E. T. Packard, north-east district, six weeks.....	67 50
May 22	W. M. Pond, Greek teacher, High School, six weeks	15 00
June 30	Samuel Shaw, superintendent, six weeks	300 00
June 30	Carrie M. Battell, assistant, High School, six weeks ..	90 00
June 30	C. L. Ware, assistant, High School, six weeks.....	90 00
June 30	Blanch Goodall, assistant, High School, six weeks ...	90 00
June 30	L. E. Foote, assistant, High School, six weeks	90 00
June 30	H. J. Standish, assistant, High School, six weeks.....	90 00
June 30	Ella Byrne, 1st ward Grammar, six weeks.....	90 00
June 30	Maria Byrne, 1st ward Intermediate, six weeks	69 09
June 30	Josie Hawes, 1st ward Primary, six weeks.....	69 00
June 30	Sadie Lawson, University Add., S. Gram., six weeks	84 09
June 30	Ella Lawson, University Add., S. Gram., six weeks...	69 00
June 30	Lizzie Robson, University Add. Int., six weeks.....	67 50
June 39	Louisa Green, University Add. Primary, six weeks..	72 00
June 30	L. McGinnis, 2d ward Senior Grammar, six weeks ...	84 00
June 30	Addie Hicks, 2d ward Grammar, six weeks.....	69 00

1874.

TEACHERS' WAGES—*continued.*

June 30	C. Charlesworth, 2d ward Intermediate, six weeks	\$69 00
June 30	H. M. Eggleston, 2d ward Primary, six weeks	69 00
June 30	Annie Evans, 3d ward Senior Grammar, six weeks....	90 00
June 30	Nellie Hill, 3d ward S. Gram., assistant, six weeks...	69 00
June 30	Maggie Galbraith, 3d ward Intermediate, six weeks....	67 50
June 30	Fannie Benson, 3d ward Primary, six weeks	69 00
June 30	Kittie Larkin, 4th ward Senior Grammar, six weeks	97 50
June 30	Lizzie Richardson, 4th ward Grammar, six weeks.....	67 50
June 30	Jennie M. Phelps, 4th ward Intermediate, six weeks	66 00
June 30	Irene Larkin, 4th ward Primary, six weeks	72 00
June 30	Alice J. Craig, little brick school house, five weeks...	60 00
June 30	E. T. Packard, north-east district, six weeks.....	67 50
June 30	W. M. Pond, Greek teacher, six weeks	15 00
Oct. 16	Samuel Shaw, superintendent, six weeks	333 33
Oct. 16	Lucy E. Foote, assistant, High School, six weeks.....	108 33
Oct. 16	C. L. Ware, assistant, High School, six weeks.....	90 00
Oct. 16	Jennie Muzzy, assistant, High School, six weeks.....	90 00
Oct. 16	Nellie Chynoweth, assistant, High School, six weeks..	81 00
Oct. 16	H. J. Standish, assistant High School, six weeks	90 00
Oct. 16	W. M. Pond, Greek teacher, six weeks	30 00
Oct. 16	Ella Byrne, 1st ward Grammar, six weeks.....	90 00
Oct. 16	Maria Byrne, 1st ward Intermediate, six weeks	69 00
Oct. 16	Josie Hawes, 1st ward Primary, six weeks	69 00
Oct. 16	Sadie Lawson, Univ. Add. S. Grammar, six weeks ...	90 00
Oct. 16	Ella Aspinwall, Univ. Add. S. Grammar, six weeks..	69 00
Oct. 16	Lizzie Robson, Univ. Add. Intermediate, six weeks....	69 00
Oct. 16	Hannah Lawson, Univ. Add. Primary, six weeks	60 00
Oct. 16	L. McGinnis, 2d ward Senior Grammar, six weeks ...	90 00
Oct. 16	Ella Larkin, 2d ward Grammar, six weeks	69 00
Oct. 16	C. Charlesworth, 2d ward Intermediate, six weeks	69 00
Oct. 16	H. M. Eggleston, 2d ward Primary, six weeks	69 00
Oct. 16	Annie Evans, 3d ward Senior Grammar, six weeks ...	90 00
Oct. 16	Kate McGonegal, 3d ward S. Gram., as'nt, six weeks..	60 00
Oct. 16	Maggie Galbraith, 3d ward Intermediate, six weeks ..	69 00
Oct. 16	Maggie Galbraith, balance from last term	3 00
Oct. 16	Lucy Rice, 3d ward Primary, six weeks	69 00
Oct. 16	Kittie Larkin, 4th ward Senior Grammar, six weeks..	90 00
Oct. 16	Lizzie Richardson, 4th ward Grammar, six weeks.....	69 00
Oct. 16	Jennie M. Phelps, 4th ward Int., six weeks	69 00
Oct. 16	Irene Larkin, 4th ward Primary, six weeks.....	72 00
Oct. 16	E. T. Packard, north east district, six weeks.....	69 00
Oct. 16	Alice J. Craig, little brick school house, six weeks ...	72 00
Oct. 27	Kate McGonegal, 3d ward, assistant, one week.....	10 00
Dec. 4	Samuel Shaw, superintendent, seven weeks	333 33
Dec. 4	L. E. Foote, assistant, High School, seven weeks	108 33
Dec. 4	C. L. Ware, assistant, High School, seven weeks	105 00
Dec. 4	Nellie Chynoweth, assistant, High School, seven w'ks	94 50
Dec. 4	Jennie Muzzy, assistant, High School, seven weeks ...	105 00
Dec. 4	H. J. Standish, assistant, High School, seven weeks....	105 00
Dec. 4	W. M. Pond, Greek teacher, six weeks.....	30 00
Dec. 4	Ella Byrne, 1st ward Grammar, seven weeks	105 00
Dec. 4	Maria Byrne, 1st ward Intermediate, seven weeks....	80 50
Dec. 4	Josie Hawes, 1st ward Primary, seven weeks	80 50
Dec. 4	Sadie Lawson, Univ. Add. S. Grammar, seven weeks....	105 00
Dec. 4	Ella Aspinwall, Univ. Add. Grammar, seven weeks....	80 50
Dec. 4	Lizzie Robson, Univ. Add. Intermediate, seven weeks	80 50
Dec. 4	Hannah Lawson, Univ. Add., Primary, seven weeks..	70 00
Dec. 4	L. McGinnis, 2d ward Senior Grammar, six weeks ...	90 00

1874.

TEACHERS' WAGES—*continued*.

Dec.	4	Ella Larkin, 2d ward Grammar, seven weeks	\$80 50
Dec.	4	C. Charlesworth, 2d ward Intermediate, seven weeks..	80 50
Dec.	4	H. M. Eggleston, 2d ward Primary, seven weeks	80 50
Dec.	4	Annie Evans, 3d ward Grammar, seven weeks	105 00
Dec.	4	Helen Jackson, 3d ward Grammar, as'nt, six weeks...	66 00
Dec.	4	Maggie Galbraith, 3d ward Intermediate, seven w'ks.	80 50
Dec.	4	Lucy A. Rice, 3d ward Primary, seven weeks.....	80 50
Dec.	4	Kittie Larkin, 4th ward S. Grammar, seven weeks ...	105 00
Dec.	4	Lizzie Richardson, 4th ward Grammar, seven weeks..	80 50
Dec.	4	Jennie M. Phelps, 4th ward Int., seven weeks	80 50
Dec.	4	Irene Larkin, 4th ward Primary, seven weeks	84 00
Dec.	4	E. T. Packard, north east district, seven weeks.....	80 50
Dec.	4	A. J. Craig, little brick school house, seven weeks....	84 00

\$14, 014 57

CLERK'S SALARY.

May	5	W. T. Leitch, salary, three months	37 50
June	30	W. T. Leitch, salary, three months	37 50
Oct.	9	W. T. Leitch, salary, three months.....	37 50

\$112 50

FURNITURE.

Jan.	6	Sherwood School Furniture Co., desks	731 10
Jan.	6	Eureka Manufacturing Co., seats.....	170 55
Jan.	6	Darwin Clark, tables and chairs.....	108 67
Jan.	6	H. N. Moulton, setting desks	111 15
Dec.	1	Darwin Clark, chairs	6 60

\$1, 128 07

HIGH SCHOOL.

Jan.	6	James Livesey, on contract.....	5, 059 79
Jan.	6	James Livesey, extra work	9 50
Jan.	6	H. N. Moulton, extra carpenter work.....	80 71
Jan.	6	M. Joachim & Co., extra work and furnaces	480 14
Jan.	6	D. R. Jones, superintending building	400 00
Mar.	24	James Livesey, balance in full of contract.....	50 00
Aug.	4	James Livesey, grading High School grounds.....	40 44

\$6, 120 58

APPARATUS AND LIBRARY.

Feb.	3	Iverson, Blakeman & Taylor, Spencerian charts.....	8 40
Feb.	3	Genn Brothers, music charts.....	27 00
Feb.	3	Lippincott & Co., anatomical charts	10 80
Mar.	24	G. A. Clarke, skeleton	40 00

\$86 20

Total expenditures \$34, 198 75

BALANCE SHEET OF BOARD OF EDUCATION.

December 31st, 1874.

DR.

63 Sites and Structures	\$807 53
20 Interest	1,750 00
21 Census	100 00
28 Printing	270 40
56 Supplies	405 30
53 Fuel	2,555 50
60 Janitors and labor	1,272 40
72 Clerk's salary	112 50
78 Repairs	575 70
25 Apparatus and Library	86 20
29 Furniture	1,128 07
83 High School	6,120 58
100 Teachers' wages	14,014 57
44 School land loan	5,000 00
Balance	153 45

CR.

85 Balance in Treasury, January 1, 1874	\$3,024 79	
3 State School Fund Appropriation	1,544 34	
27 Taxes	24,277 50	
41 Tuition	301 50	
20 Interest	80 00	
29 Furniture	54 75	
14 Loan	5,000 00	
Sundries	69 32	
	<hr/>	
	\$34,352 20	\$34,352 20

Amount of cash on hand and receipts, 1874, ... \$34,352 20

Amount of certificates issued, 1874, ... 34,198 75

\$153 45

Certificate No. 857, not received by the Treasurer at the close of the year, Dec. 31, 1874... 5 00

Balance on hand..... \$158 45W. T. LEITCH,
Clerk.

TREASURER'S REPORT

December 31st, 1874.

ELISHA BURDICK, Treasurer,

In account with Board of Education:

1874.	DR.		
Jan. 1 Balance.....		\$3,024 79
Jan. 12 City Treasurer, on account of tax of 1873,		6,000 00
Jan. 17 Blooming Grove, account tax, \$143 70; apportionment of School Fund, \$18 27..	161 97	
Jan. 21 School District No. 1, Vermont, furniture sold	54 75	
Jan. 21 Tuition from sundry pupils.....	80 00	
Feb. 9 City Treasurer, account tax of 1873	4,000 00	
Mar. 4 City Treasurer, account tax of 1873	5,000 00	
Mar. 13 S. Shaw, superintendent, account fines col- lected.....	2 50	
Mar. 19 City Treasurer, account tax of 1873	8,414 46	
May 5 R. Wootton, from Text Book Committee..	66 82	
May 25 Pupils for tuition	46 50	
June 10 Pupils for tuition	15 00	
June 10 Blooming Grove Co. School tax, \$12 52; dog license, \$8 55.....	21 07	
July 2 County Treasurer, State School Fund.....	1,544 34	
Sept. 23 Theodore Herfurth, interest on bond.....	80 00	
30 Pupils for tuition	160 00	
Nov. 6 City Treasurer, dog license fund.....	180 00	
18 State Bank loan.....	5,000 00	
Dec. 31 City Treasurer, on account tax of 1874 ...	500 00	

CR.

Dec. 31 Certificate of appropriation paid, as per monthly statements.....		\$34,193 75	
Balance.....		158 45	
	\$34,352 20	\$34,352 20	
Dec. 31 Balance.....	\$158 45		

ELISHA BURDICK,
Treasurer.

GENERAL REGULATIONS.

SUPERINTENDENT.

1. The Superintendent shall act under the advice of the Board of Education, and shall have the general supervision of all the public schools, school houses and apparatus; and shall visit each school as often as once in each week, and oftener, if it should be necessary, in order to acquaint himself thoroughly with the qualifications of the teacher and the condition of the school.

2. He shall assist the teachers in the classification and promotion of pupils, aid in maintaining good order in the school, and cause the course of study adopted by the Board to be strictly followed.

3. It shall be his duty to enforce the regulations of the Board, for which purpose he shall have power to suspend such teachers or pupils as may refuse to comply with the requirements of the Board of Education, and report such suspension immediately to the President of the Board.

4. He shall meet the teachers as often as once in each week during term time, for the purpose of instructing them in the theory and practice of teaching, and the best methods of governing their respective schools; and shall make a report to the Board, at each regular meeting thereof, of the attendance and punctuality of the teachers, and other points which he may deem of importance.

5. He shall have power to fill vacancies, in case of temporary absence of teachers, and shall report the same to the Board at their next meeting.

6. It shall be his duty to keep a record of the weekly reports of each teacher, embracing the average attendance, punctuality, deportment and scholarship of the pupils in their respective schools, as well as the number of parents and others who have visited the schools, and make a written report, containing an abstract of the same, to the Board, at each regular meeting.

7. He shall take special pains to secure the physical well-being of the pupils, by guarding them from the evils of improper ventilation and temperature, and giving them such exercises as will tend to strengthen and develop their physical energies.

8. At the close of each year, he shall prepare a report of his doings, the condition of the schools, together with such suggestions, information and recommendations as he may deem proper.

9. It shall be the duty of the Superintendent to report to the Board, during the last two weeks of each term, what teachers then in the schools, should, in his opinion, be no longer retained therein.

TEACHERS.

The Board of Education will determine, before the close of each term, what teachers engaged in the schools shall be retained for the coming term. It shall be the duty of the clerk to notify teachers of their election, and such teachers, on being notified, shall signify their acceptance in writing, at their earliest convenience. All teachers occupying positions in the public schools, must fully subscribe to the following conditions:

1. Teachers shall observe and carry into effect all regulations of the Superintendent and Board of Education in relation to their respective schools, attend punctually the weekly meetings of the teachers under the direction of the Superintendent, and whenever absent from said meetings, they shall report the cause of such absence, in writing, to the Superintendent, within one week thereafter, and he shall present the same to the Board, together with any facts within his knowledge that may aid in determining the propriety of such absence.

2. The salaries paid entitle the Board to the services of the teachers for five and one-half days each week, legal holidays excepted.

3. All teachers shall be at their school rooms at least thirty minutes before the opening of school in the morning, and fifteen minutes in the afternoon, and the bell shall be rung five minutes before the time of opening.

4. Teachers shall require their pupils to be in their seats punctually at the appointed time, and all pupils not so seated shall be marked absent or tardy, as the case may be.

5. All teachers shall regulate the school room clock by the city time, and shall conform to this standard in making records of attendance for themselves and their pupils.

6. It shall be a duty of the first importance with teachers to exercise a careful watchfulness over the conduct of their pupils in and around the school buildings, and on all suitable occasions to instruct and encourage them in correct manners, habits and principles. They shall also discourage and discountenance the infliction of corporal punishment, resorting to it only in *extreme cases*, shall inflict it only in private, reporting the case immediately, in writing, to the Superintendent, with all the reasons therefor; and he shall embody such report in his monthly report to the Board.

7. Teachers may have power to suspend from school, pupils guilty of gross misconduct or continual insubordination to school regulations; but in cases where the same is practicable, notice of such misconduct shall be given to the parent or guardian before suspension. Immediate notice of all sus-

pensions shall be given, *in writing*, to the Superintendent, and to the parents or guardians of the pupils suspended. It shall also be the duty of all teachers to notify non-resident pupils of their liability to pay tuition, and they shall promptly report, in writing, to the Superintendent, the names of all such non-resident pupils in their respective schools.

8. Teachers shall keep their school registers neatly and accurately, according to the forms prescribed, and fill out the blank reports according to the direction of the Superintendent, and hand in such reports promptly at the teachers' meeting, on the Saturday of the week for which such reports are made.

9. Teachers shall attend carefully to the warming and the ventilation of their school rooms—effectually changing the air at recess, so that the breathing of impure air may be avoided.

10. Any teacher absent from school on account of sickness or other necessity, shall cause immediate notice of such absence to be given to the Superintendent.

11. At the close of a term all teachers shall deliver their registers and class-books at the office of the Superintendent, and all Principals shall also deliver at the same office all keys of their respective buildings, together with a list of school property in their possession, accounting for such as may have been removed or injured.

12. Principals shall have the general supervision of the lower departments in their buildings, and shall attend to their proper classification, subject to such regulations as the Superintendent may prescribe; they shall make regulations, subject to his approval, for the maintenance of good order in the halls, on the stairways and grounds; they shall have the supervision of the buildings, maps, charts, globes, books, keys and other school property, and shall be held responsible for their being kept in proper condition; they shall see that the persons in care of the buildings attend carefully to their duty, giving prompt notice of any delinquency on the part of such persons. Subordinate teachers shall be held responsible for the order and discipline of their own rooms, and for any damage done in the same while under their control.

13. All teachers employed in the schools shall be examined by the Superintendent and Examining Committee of the Board, at least once in each year. The result of such examination shall be reported to the Board, with some recommendation, for action upon it. Such examination shall take place within one week of the close of a term.

14. Every applicant for a teacher's situation shall, before being employed, pass an examination satisfactory to the Board; which examination shall be separate from the examination of those previously engaged in the schools of the city; and such examination shall take place as soon as practicable after the close of a term.

PUPILS.

1. No child shall be admitted as a pupil into a Primary School who has not attained the age of five years; nor into the Intermediate or Grammar Schools unless regularly transferred, or found upon examination qualified to enter the lowest class therein, except by permission of the Superintendent.

2. All pupils are required to be in their respective school rooms before the time of beginning school; to be regular and punctual in their daily attendance, and conform to the regulations of the school; to be diligent in study, respectful to teachers, and kind to schoolmates; and to refrain entirely from the use of profane and indecent language.

3. Scholars who shall accidentally, or otherwise, injure any school property, whether school furniture, apparatus, or buildings, fences, trees, shrubs, or any property whatever belonging to the school estate, shall be liable to pay in full for all damages.

4. Pupils attending the public schools are required to furnish themselves with all the necessary text books used in their classes.

5. Every pupil who shall be absent from school, shall bring to his teacher a written excuse from his parent or guardian for such absence.

6. A scholar absenting himself from his seat for one entire week, shall forfeit all rights thereto, and be re-admitted only as a new pupil.

7. Six half days' absence (two tardy marks being equivalent to a half day's absence) in any four consecutive weeks, sickness only excepted, shall render the pupil liable to suspension.

8. Any scholar who shall absent himself from any regular examination, or who fails to render a sufficient excuse for such absence, shall not be allowed to return to the school without the consent of the Board of Education.

9. For open disobedience, insubordination, or indulgence in profane or indecent language, a pupil may be suspended by a teacher, or expelled by the Superintendent, immediate notice of which shall be given to the parent or guardian; in all cases of suspension, the pupil can only be re-admitted into the school by written permission from the Superintendent, and in case of expulsion, by permission of the Board of Education.

10. Whenever any parent or guardian feels aggrieved at the action of any teacher, it shall be his duty to give information thereof, to the Superintendent; and in case the matter is not satisfactorily adjusted by him, such parent or guardian may appeal to the Board.

GENERAL RULES.

1. There shall be two sessions of the school daily. The morning session shall commence at 9 o'clock, A. M., and close at 12 M., during the year. The afternoon session shall commence at 2 P. M., and close at 4 P. M. in the Primary Departments; but at 4½ P. M. in all the other rooms, except on Friday, when they may also close at 4 P. M. In each department there shall be at least one recess of fifteen minutes during each session; and in all grades below the Intermediate, there shall be two such recesses during the forenoon session.

2. Besides the ordinary vacations, the schools shall be closed on Saturday, all Thanksgiving and Fast days appointed by the State and General Government, and the Fourth of July. No teacher shall take any other day as a holiday, or close school, except at the regular time, for any purpose, save on account of sickness, or some unavoidable necessity.

3. There shall be a public examination of all the schools at the close of each term. All promotions from the Primary to the Intermediate, or from Intermediate to Grammar schools, shall be made at the close of the term, and be determined by examination. The Superintendent may promote scholars at other times for special merit, when found qualified.

4. The classification of scholars in the different departments shall be made with strict adherence to the course of study adopted by the Board; and no text books shall be used, or studies pursued, in any department of the schools, except those prescribed by the Board.

5. No text books shall be furnished to any of the teachers of the Public Schools, except upon the written order of the Visiting Committee of the school for which the books are wanted, drawn on the Clerk of the Board. and the Clerk shall charge them to the teacher to whom they are delivered; the purchase price of the books to be deducted from the teacher's wages, unless the teacher shall, at the end of his term of service, return the books to the Clerk of the Board in good condition.

6. The several school committees may, in proper cases of indigence, purchase necessary school books for the use of poor persons attending the public schools.

7. The President and Clerk are authorized to issue warrants for the payment of teachers each half term.

8. The teachers' meeting of each week, during the term time, shall be regarded as a school session, and absence therefrom shall be counted the same as a half day's absence from school.

9. Non-resident pupils shall pay a tuition fee of \$5 in the High School, and \$3 in all other schools; *provided*, that no tuition fee shall be demanded of non-resident pupils whose parents pay a city tax of thirty dollars. In all cases where a tuition fee is demanded, such fee shall be paid within ten days after the opening of the term, to the Treasurer of the Board, or such pupil shall be suspended until such fee shall be paid.

10. The morning exercises of each department of the several schools may commence with singing or other appropriate music. The teachers may also, by reading or otherwise, instruct the pupils in politeness, truth-telling, abstinence from profanity, habits of sobriety, promptness, punctuality, and morals generally. No other opening exercises shall be permitted.

11. Any pupil in the public schools who shall have fallen twice below 60 per cent. in one of his studies, may be put by the Superintendent into a lower class.

12. Every class pursuing a branch found in the course of study adopted by the Board of Education, shall undergo a final examination when such branch shall have been completed, and each member of the class shall be required to reach a standard of 70 per cent. in order to pass.

13. The school year shall commence on the 2d Monday of September. It shall continue 37 weeks, and shall be divided into 3 school terms.

14. The use of tobacco in and about the school buildings is strictly prohibited.

BY-LAWS.

OFFICERS.

The officers of the Board of Education shall consist of a President, Clerk, Treasurer, and the following standing committees, viz.: Committee on Text Books, Committee on Finance, Building Committee, Visiting Committees, Committee on Supplies, and Committee on Examination of Teachers.

PRESIDENT'S DUTIES.

The President shall call the Board to order at the hour appointed for the meeting, sign all certificates of appropriation, and perform all the duties appropriately belonging to his office. He shall also have authority to review the action of the Superintendent or teachers in suspending or expelling pupils, or other matters relating to the management of the schools, and his action shall be final unless appealed from to the Board at its next regular meeting.

In case of the absence of the President, the Clerk shall call the meeting to order, and a President *pro tempore* shall be elected.

CLERK'S DUTIES.

The Clerk shall be elected annually by the Board from its own body, and shall hold his office for the term of one year, and until his successor is elected and qualified. The Clerk shall notify the Common Council whenever a vacancy may occur in the Board; he shall keep a record of the proceedings of said Board, and shall keep all the records and papers belonging thereto; he shall in each year, between the 20th and 31st days of the month of August, cause to be taken a census of all the children residing in the city between the ages of four and twenty years, and report the same to the State Superintendent of Public Instruction, as provided by law; he shall notify all members of the Board of special meetings; he shall issue certificates of appropriation, after their being signed by the President of the Board, directly to the Treasurer, in the order in which appropriations are made; specifying in said certificates the purposes for which such appropriations are made; he shall at every regular meeting of the Board, lay before the Board a balance sheet of the financial books of the Board; he shall also perform such other duties as the Board may prescribe or may be required by the laws of the State.

TREASURER'S DUTIES.

The Treasurer, in addition to the duties required of him by law, shall keep a faithful account of all receipts and disbursements, and shall make a written report of his doings at the last regular meeting of the Board, in December of each year. He shall also be required to report the amount in the treasury at every regular meeting, and at such other times as the Board may direct. Whenever he shall receive money from any source, he shall immediately report the same, and the amount thereof, to the Clerk.

COMMITTEE ON TEXT BOOKS.

The Committee on Text Books may recommend what books shall be used in the Schools, subject to final action of the Board to be had thereon.

DUTY OF COMMITTEE ON FINANCE.

The Committee on Finance shall examine and report on all accounts prior to final action thereon, and perform such other duties as the Board may require; and in case of the absence of any member or members of the Finance Committee, the President shall appoint a member or members *pro tem.* to fill such vacancy.

DUTIES OF BUILDING COMMITTEE.

The Building Committee shall have the general supervision of all matters pertaining to the erection of school house, the alteration and repairs of the same; and report to the Board when desired.

DUTIES OF VISITING COMMITTEE.

It shall be the duty of the Visiting Committee to visit their respective schools as often as once in each month, and report the condition and progress of the schools at the close of the term.

DUTIES OF SUPPLY COMMITTEE.

It shall be the duty of the Supply Committee to procure such school books as may be required for the use of the pupils in the city schools, and to purchase all school supplies.

STANDING RULES.

QUORUM.

Five members shall constitute a quorum, and the following order of business shall be observed at the regular meetings:

ORDER OF BUSINESS.

1. Reading of proceedings of previous meeting.
2. Clerk and Treasurer's monthly report of funds in treasury.
3. Presentation of accounts.
4. Presentation of communications and petitions.
5. Reports of Standing Committees.
6. Reports of Special Committees.
7. Reports of Visiting Committees.
8. Report of Superintendent.
9. Unfinished Business.
10. New Business.

QUESTIONS OF ORDER.

All questions of order shall be decided by the Chair, whose decision shall prevail unless overruled by the Board. Any member shall have a right to appeal in such cases.

AYES AND NOES.

Any member may demand the ayes and noes on any question, when the vote shall be taken. And in all cases appropriating money the votes shall be taken by ayes and noes, and a majority of the vote of the Board shall be required to make an appropriation.

SUSPENSION OF RULES.

These rules may be suspended by a majority of the Board.

RESOLUTIONS AND REPORTS TO BE IN WRITING.

All resolutions and reports shall be in writing.

Every member who shall be present when the motion is put, shall give his vote, unless the Board, for special reasons, excuse him.

All questions relating to the conduct of teachers, their qualifications, etc., shall be considered with closed doors, and no remark made by any member while considering said qualifications, shall be repeated at any time or place.

BOARD MEETINGS.

There shall be a regular meeting of the Board held on the first Tuesday of each month, at 7½ o'clock P. M., from the first day of April to the first day of October, and at 7 o'clock P. M., from October first to April first. Special meetings shall be called by the Clerk, upon the request of the President or of two members of the Board.

AMENDMENT OF CHARTER.

AMOUNT FOR SCHOOL PURPOSES.

Extract from Section 1, Chapter 160, Laws of Wisconsin, 1873.

A further sum equal to four-tenths of one per cent. of the assessed valuation of the real and personal property of the city (or such less sum as the Board of Education may by resolution determine to be sufficient) shall be set apart and used for the payment of the current and contingent expenses of the city schools, and for no other purpose whatever.



