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WHITE'S
Common School Register

1871

School.

Tp.

Co.

EF
100

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$$\begin{array}{r} 66- \\ 68\frac{1}{2} \\ \hline 7\frac{1}{2} \end{array}$$

No. Present- all day 61. No. present- $\frac{1}{2}$ day, 4. No. Absent- 1.
 No. Laidy, 3. No. min. lost- 36.
 New Scholars,

$$\begin{array}{r} 2 \\ 4 \\ 35- \\ 10 \\ 61 \\ 1 \\ 15 \\ \hline 114 \end{array}$$

Promoted to Fifth Grade

June 4, 1897.

A. class.

- 1 Nina Atherton
- 2 Lela Atherton.
- 3 Nettie Bostwick
- 4 Clinton Babbitt
- 5 Jennie Brown
- 6 Genevieve Day
- 7 Bernice Gray.
- 8 Mary Wymmer
- 9 Maggie Hopkins.
- 10 Clyde Meffel.
- 11 Ellis Hunt.
- 12 Ray Lloyd.
- 13 Leroy Kling
- 14 Geneva Marks.
- 15 Leslie Rickard.
- 16 Lyell Richardson.
- 17 Forrest Wainwright.

B. class.

- Lola Ackerson.
John Blake.
Pearl Collier con
Grace Hall.
Albert Jensen
Glenn Marks.
Harvey Shreve con.
Grace Seguire
Frank Wilder
Harold Winter
Ivan Walton
Winnie Wainwright.
Pearl Burgess levi
Bert Humeston levi
Robert Thompson

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AND

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FULL DIRECTIONS AND INSTRUCTIONS.

BY

E. E. WHITE, A. M.,

EX-COMMISSIONER OF COMMON SCHOOLS OF OHIO.

CINCINNATI:

WILSON, HINKLE & CO.

NEW YORK:—CLARK & MAYNARD.

1869.

18.

Teacher

Times

Daily Record of School for the Term

(Third Term of School Year.)

commencing May 1, 1871, and ending June 23, 1871.

Laura West, Teacher.

PUPILS' NAMES.	Age.	1st Mo.				2d Mo.				3d Mo.				Total days Present.	Total days Absent.	Times Tardy.
		M	T	W	T	F	S	M	T	W	T	F	S			
1. Master George Kelley.	10.	1	1	1	1	1	1	1	1	1	1	1	1	38 1/2		
2. " Newton Wilder.	10.	1	1	1	1	1	1	1	1	1	1	1	1	35		
3. " Oleskie Plaisted.	8.	1	1	1	1	1	1	1	1	1	1	1	1	35 1/2		
4. " Harry Millbrough.	9.	1	1	1	1	1	1	1	1	1	1	1	1	35 1/2		
5. " Henry Kimball.	9.	1	1	1	1	1	1	1	1	1	1	1	1	30		
6. " Ezra Mann.	8.	1	1	1	1	1	1	1	1	1	1	1	1	24		
7. " Herman Child.	6.	1	1	1	1	1	1	1	1	1	1	1	1	36 x		
8. " Arthur Allen.	7.	1	1	1	1	1	1	1	1	1	1	1	1	35		
9. " Edith Landon.	7.	1	1	1	1	1	1	1	1	1	1	1	1	35 1/2		
10. " Milton Cadwallader.	7.	1	1	1	1	1	1	1	1	1	1	1	1	34		
11. " Leo Walker.	5.	1	1	1	1	1	1	1	1	1	1	1	1	36 1/2 x		
12. " Frank Litty.	7.	1	1	1	1	1	1	1	1	1	1	1	1	13		
13. " Nellie Campbell.	6.	1	1	1	1	1	1	1	1	1	1	1	1	34 x		
14. " Frankie Gibbs.	6.	1	1	1	1	1	1	1	1	1	1	1	1	31 x		
15. " Charles Brink.	6.	1	1	1	1	1	1	1	1	1	1	1	1	36 1/2 x		
16. " Nellie Heron.	8.	1	1	1	1	1	1	1	1	1	1	1	1	19		
17. " John Heron.	7.	1	1	1	1	1	1	1	1	1	1	1	1	33		
18. " Charles Sims.		1	1	1	1	1	1	1	1	1	1	1	1	31		
19. " Frankie Tracy.	8.	1	1	1	1	1	1	1	1	1	1	1	1	35		
20. " Ezra Farnham.	6.	1	1	1	1	1	1	1	1	1	1	1	1	26 x		
21. " Nellie Hunter.	8.	1	1	1	1	1	1	1	1	1	1	1	1	34 1/2		
22. " Ray Gillman.	6.	1	1	1	1	1	1	1	1	1	1	1	1	28 1/2 x		
23. " Nellie Macomber.	6.	1	1	1	1	1	1	1	1	1	1	1	1	29 x		
24. " Oliver Kelley.	6.	1	1	1	1	1	1	1	1	1	1	1	1	3 1/2 x		
25. " Fred Wilder.	6.	1	1	1	1	1	1	1	1	1	1	1	1	33 1/2 x		
26. " Arthur Buckins.	4.	1	1	1	1	1	1	1	1	1	1	1	1	28 x		
27. " John Crawford.		1	1	1	1	1	1	1	1	1	1	1	1	13		
28. " Martin Donahue.		1	1	1	1	1	1	1	1	1	1	1	1	9		
29. " Fred Colong.		1	1	1	1	1	1	1	1	1	1	1	1	26		
30. " George Stawson.		1	1	1	1	1	1	1	1	1	1	1	1	30 x		
31. " Charles Miller.		1	1	1	1	1	1	1	1	1	1	1	1	33 1/2 x		
32. " Nellie Stearns.		1	1	1	1	1	1	1	1	1	1	1	1	31 1/2		
33. Miss. Mary Taylor.	9.	1	1	1	1	1	1	1	1	1	1	1	1	29 1/2		
34. " Mary West.	7.	1	1	1	1	1	1	1	1	1	1	1	1	31 1/2		
35. " Fannie Hanover.	10.	1	1	1	1	1	1	1	1	1	1	1	1	29		
36. " Flora Lucas.	9.	1	1	1	1	1	1	1	1	1	1	1	1	15		
37. " Mary Sims.	10.	1	1	1	1	1	1	1	1	1	1	1	1	28		
38. " Mary Buckenston.	8.	1	1	1	1	1	1	1	1	1	1	1	1	18		
39. " John Pickering.	8.	1	1	1	1	1	1	1	1	1	1	1	1	28		
40. " Lena Bar.	7.	1	1	1	1	1	1	1	1	1	1	1	1	23 1/2		
														109 1/2		
														1705 1/2		

School for the Term

commencing 18, and ending 18.

(..... Term of School Year.)

Teacher.

PUPILS' NAMES.		Age.	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		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		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		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		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		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		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		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		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		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		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		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		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		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		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		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		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		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		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		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		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		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		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		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		M		T		W		T		F		M		T		W		T	
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METHOD OF KEEPING RECORDS.

The following forms present a simple and convenient method of keeping a daily and term record of the attendance of pupils. The term record is made up from the daily record, which, to save space, covers only four weeks, and both are filled and footed to illustrate the method:

I. DAILY RECORD.

		MARCH.															APRIL.						Total Days Present.	Total Days Absent.	Times Tardy.				
No.	Pupils' Names.	Age.	14	15	16	17	18	—	21	22	23	24	25	—	28	29	30	31	1	—	4	5	6	7	8	—			
			M	T	W	T	F		M	T	W	T	F		M	T	W	T	F		M	T	W	T	F				
1	Charles Ames.....	8	×	×	—	—	4	...	×	×	×	×	3	...	×	×	—	×	—	...	×	×	...	×	×	...	17	3	2
2	Willis Ames.....	6	×	×	3	...	...	...	×	×	5	×	×	...	×	×	—	×	×	...	×	×	...	×	×	...	17	3	4
3	John Brown.....	13	×	×	×	6	—	...	×	×	×	×	×	...	×	W.	2	×	×	...	2	×	...	...	3	...	9½	1½	2
4	Floyd Smith.....	9	...	×	×	—	...	...	×	×	...	5	×	...	...	...	...	×	×	...	2	×	...	5	...	...	16½	1½	3
5	Frank Spencer.....	15	...	...	...	...	...	...	...	...	...	...	...	...	×	×	×	×	×	...	×	...	×	×	×	...	9	1	0
6	Mary Ames.....	10	×	×	×	×	×	...	×	×	×	×	×	...	×	×	×	×	×	...	×	×	×	×	×	...	20	0	0
7	Jane Abbott.....	7	...	...	×	×	5	...	×	—	6	—	...	...	×	×	—	×	...	...	×	×	×	3	×	...	15½	2½	4
8	Carrie Dodge.....	12	×	×	×	×	×	...	...	—	×	—	2	...	×	×	×	×	W.	...	×	×	×	×	×	...	13½	6	1
9	Anna Smith.....	14	×	×	×	×	×	...	...	...	...	...	...	...	×	×	×	×	×	...	...	×	×	×	×	...	14	6	0
10	Sally Turner.....	8	...	...	...	...	...	...	×	×	×	×	×	...	—	6	×	×	×	...	3	×	×	×	×	...	14	1	2
11	Sarah Bell.....	11	...	...	...	...	...	...	...	...	...	×	×	...	—	×	×	×	×	...	—	—	—	4	—	...	10½	1½	1
		113	6	6	7½	6½	6½	—	8	6	8	7	9	—	10	10	9	9	8	—	7½	8	7	9	8½	—	156½	21½	19

DIRECTIONS.—1. SCHOOL TERMS—The successive terms of school taught in the year should be designated *first* term, *second* term, etc. The final term should close on or before the last day of the school year.

2. PUPILS' NAMES.—Write the names of the pupils in alphabetical order, with at least one blank space between the names of the two sexes.

3. AGE.—The pupil's age, at the close of the final term of the school year, should be recorded. This will make the record the same for each term.

4. ATTENDANCE.—An oblique line, made from right to left ($\diagup$), denotes that a pupil was present in the forenoon; an oblique line, made from left to right ($\diagdown$), that he was present in the afternoon; and two oblique lines crossing each other ($\times$) or meeting each other ($\wedge$), that he was present both forenoon and afternoon. "W" denotes that the pupil has withdrawn.

5 TARDINESS.—A small figure, placed at the upper end of the mark of attendance, denotes the number of minutes of tardiness; thus, $\times^5$ or $\wedge^5$ denotes that the pupil was tardy 5 minutes in the morning; $\times^5$ or $\wedge^5$ that he was tardy five minutes in the afternoon; and $\wedge^3 \wedge^5$ that he was tardy 5 minutes in the morning and 3 minutes in the afternoon. If preferred, the figure may be placed, in each case, just *above* the mark of attendance.

II. TERM RECORD.

No.	Pupils' Names.	Age.	No. of Days Present.	No. of Days Absent.	No. of Times Tardy.	Pupils Enrolled previous term. (See Direction 5.)	BRANCHES OF STUDY PURSUED.											GENERAL SUMMARY.			
							Reading.	Spelling.	Writing.	Mental Arithmetic.	Written Arithmetic.	Geography.	English Grammar.	Oral Lessons.	Composition.	Drawing.	Vocal Music.	No. of Pupils Enrolled.	Male.	Female.	Total.
1	Charles Ames.....	8	17	3	2	*	2	2	1	1				2		2	1				
2	Willis Ames.....	6	17	3	4		1	1					1		1						
3	John Brown.....	13	9 $\frac{1}{2}$	1 $\frac{1}{2}$	2	*	2	2	2	2	2	1		2	2	1					
4	Floyd Smith.....	9	16 $\frac{3}{4}$	1 $\frac{1}{2}$	3	*	2	2	2		1			2	2	1					
5	Frank Spencer.....	15	9	1	0		1	1	1		1	1		1		1					
6	Mary Ames.....	10	20	0	0	*	2	2	2	2	1	2		2	2	1					
7	Jane Abbott.....	7	15 $\frac{1}{2}$	2 $\frac{1}{2}$	4		1	1					1			1					
8	Carrie Dodge.....	12	13 $\frac{1}{2}$	1 $\frac{1}{2}$	1	*	2	2	2		2	2		2	1	1					
9	Anna Smith.....	14	14	6	0	*	2	2	2		2		2	2		1					
10	Sally Turner.....	8	14	1	2		1	1	1	1			1		1	1					
11	Sarah Bell.....	11	10 $\frac{1}{2}$	1 $\frac{1}{2}$	1	*	2	2	2	2	1	2		1		1					
TOTALS.....		113	156 $\frac{1}{2}$	21 $\frac{1}{2}$	19	7	11	11	9	6	6	6	4	4	6	7	10				
																	No. Enrolled previous term. (Direction 5.)				
																	Male.	Female.	Total.		
																	3	4	7		
																	Ac. daily Attendance.				
																	Male.	Female.	Total.		
																	3.4	4.4	7.8		
																	Ac. daily Absence.				
																	Male.	Female.	Total.		
																	.5	.5	1		
																	Ac. age of Pupils.				
																	Male.	Female.	Total.		
																	10.1	10.2	10.15		
																	etc., etc.				

DIRECTIONS.

1. DAYS PRESENT.—Write in this column the number of days each pupil was in attendance during the term.

2. DAYS ABSENT.—Record only the number of days the pupil was absent while a member of the school. Do not count the days before he entered nor after he was withdrawn.

3. **TIMES TARDY.**—Write in this column the number of times each pupil was tardy during the term.

4. PUPILS ENROLLED PREVIOUS TERM.—If the report is made for the second or final term of the school year, place a star (*) in this column opposite the names of all pupils enrolled the previous term. If the report is made for the first term of the school year, *this column is not to be filled*, since the "previous term" in that case would not be in the *current school year*. The number of pupils' names thus marked (*) should be entered in the "General Summary" in the proper column.

5. BRANCHES OF STUDY.—To denote that a pupil pursued a given branch of study, place a figure one (1) in the proper column, opposite the pupil's name. If he pursued the same study the previous term of the current school year, place a figure two (2) in the proper column. By "Oral Lessons" is meant all *regular oral instruction*, whatever the subjects thus taught—book lessons are not included.

6. To FIND THE AVERAGE DAILY ATTENDANCE.—Add together the number of days the different pupils were in attendance, and divide the sum by the number of days the school was in session. The average daily absence is found in a similar manner.

7. TO FIND THE AVERAGE AGE OF PUPILS.—Divide the sum of the ages of all the pupils by the number of pupils.

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