

Pella Bugbee

NEW JERSEY



SCHOOL REGISTER

1894-95.

School No.

Township of

County of

FOR THE SCHOOL YEAR BEGINNING JULY 1st, 1894,
AND ENDING JUNE 30th, 1895.

THIS SCHOOL REGISTER IS NOT TO BE USED FOR ANY OTHER YEAR THAN THAT FOR WHICH IT IS PREPARED.

TRENTON, N. J.:
MACCRELLISH & QUIGLEY, PRINTERS.
1894.

INSTRUCTIONS TO TEACHERS.

DEPARTMENT OF PUBLIC INSTRUCTION, }
TRENTON, N. J., July 1st, 1894. }

1. This Register is not to be used to record the department or the merit of recitations of the pupils. Such record should be kept in another book.
2. Only the attendance of those pupils who reside within this State, and who are between five and twenty years of age, are to be recorded in this Register.
3. At the end of the school year for which this Register is prepared, the final report on page thirty-four should be carefully made out and signed by the teacher, and the duplicate on the perforated form, page thirty-five, should be torn out and sent to the County or City Superintendent.
4. If the scholars are transferred, during the term or year, from one public school to another in the same town, or from one department to another in the same school, a list, giving the names of such scholars, should be furnished to the District Clerk or to the City Superintendent, that the same scholar may not be counted twice in the annual report of the whole number of scholars attending school, furnished by these officers.
5. If the report on page thirty-four is correctly made out, the sum of items 3 and 4, the sum of items 17, 18 and 19, and the sum of the ages of the pupils, will equal the number reported in item 2.
6. When a pupil enters school for the first time a capital "E" should be placed in the square for the day; and when one enters after an absence of more than one week, a capital "R" should be placed in the square for the day, signifying "re-entered."
7. When a pupil notifies the teacher that he intends leaving the school a capital "L" should be placed in the square for the day he leaves. If a pupil is absent more than five consecutive days, or one week, from sickness or any other cause, he is to be regarded as having left, and a capital "L" should be placed in the square of the sixth day of such absence. For example: If a pupil should attend at the beginning of the month, continue one week, then be absent ten consecutive days, or two weeks, and then re-enter, he will stand at the end of the month as belonging to the school fifteen days, ten days present and five days absent.
8. When a pupil enters school after the month has commenced, a black or red line should be drawn against his name from the beginning of the month to the day of entrance; and when a pupil leaves before the close of the month, a line should be drawn against his name from the date of leaving to the end of the month. These lines will show to the eye what part of the month a pupil is not regarded as a member of the school.
9. Denote attendance by a blank; half day's attendance by an acute angle, or V; whole day's absence by two, thus: W; tardiness by a sloping line, thus: / for the morning, and \ for the afternoon; both morning and afternoon X.
10. The whole number of different scholars enrolled during the month will be found by counting the number of names entered. No name to be counted twice. To find the average number belonging to the school during the month, divide the sum of the column "No. on Roll" by the number of school days in the month. To find the average daily attendance, divide the sum of the column "Present" by the number of school days in the month.
11. To find the per cent. of daily attendance of the whole number on roll, divide the average daily attendance by the average number on roll.
12. At the end of the school year, when the records are complete and have been exhibited to the District Clerk, this Register should be carefully laid away and preserved for future reference.
13. It is important to all officially concerned in public schools to remember that no *legal and safe* settlement of a teacher's account for services can be made until after this compliance with the requirements of the School Register in every particular; and that no *legal* distribution of the State revenue can be made to any district whose Register has not been duly *filled out, exhibited and certified* to according to law.

MANNER OF KEEPING SCHOOL REGISTER.

Number.	NAMES.	Age.	Month 1					Month 2					Month 3					No. on Roll.	Present.	Absent.	Tardy.							
			Monday.	Tuesday.	Wednesday.	Thursday.	Friday.	Monday.	Tuesday.	Wednesday.	Thursday.	Friday.	Monday.	Tuesday.	Wednesday.	Thursday.	Friday.											
1	Charlie Trout,	10	E			v		vv		x		vv	vv	vv	vv	L							14.	7.5	6.5	2.		
2	Eddie Huber,	10						E				v	vv	vv	vv	v		R						13.5	8.5	5.		
3	Laura Fields,	10	E			vv		vv	vv	vv	vv		L											10.	4.	6.		
4	Reba Smith,	9											E											10.	9.5	.5		
5	Allie Tilton,	10	E											vv	vv	vv	vv	vv	L						15.	10.	5.	
6	John Smith,	12	E						vv	/		x	L											10.	9.	1.	3.	
7	Laura Bodine,	10	E					vv	vv	vv	vv	vv	L					R		/				15.	10.	5.	1.	
8	Paul Jones,	11	E					vv	vv	vv	vv	vv	/				v							20.	23.5	6.5	1.	

ADDISON B POLAND,
State Superintendent of Public Instruction.

I hereby certify that this Register has been kept according to law, from Sept 10 to Oct 5
Rilla Bugbee Teacher.

I hereby certify that this Register has been kept according to law, from Oct 9 to Nov 2
Rilla Bugbee Teacher.

I hereby certify that this Register has been kept according to law, from Nov 6 to Nov 30
Rilla Bugbee Teacher.

I hereby certify that this Register has been kept according to law, from Dec 3 to Dec 28
Rilla Bugbee Teacher.

I hereby certify that this Register has been kept according to law, from Dec 31 to Jan 25
Rilla Bugbee Teacher.

I hereby certify that this Register has been kept according to law, from Jan 28 to Feb 22
Rilla Bugbee Teacher.

I hereby certify that this Register has been kept according to law, from Feb 25 to March 22
Rilla Bugbee Teacher.

I hereby certify that this Register has been kept according to law, from March 25 to April 19
Rilla Bugbee Teacher.

I hereby certify that this Register has been kept according to law, from April 22 to May 17
Rilla Bugbee Teacher.

I hereby certify that this Register has been kept according to law, from May 20 to June 14
Rilla Bugbee Teacher.

I hereby certify that I have examined this Register, and that I find that it has been kept according to law, from
.....to.....
Edw D. Fair District Clerk.

I hereby certify that I have examined this Register, and that I find that it has been kept according to law, from
.....to.....
Edw D. Fair District Clerk.

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.....to.....
Edw D. Fair District Clerk.

County Superintendents and Trustees will register their names at the time the school is visited.

DATE.	COUNTY SUPERINTENDENT.	DATE.	TRUSTEES.
		1894	
	Wm. H. Eldridge	Sept 25	C. M. Wilkins J. Dawson
		Sept 28	A. M. Johnston
		Sept. 17	Mrs R. B. Cookson
		Sept. 18	Mrs E. G. Schultz
		Oct 10 th	Mrs. E. G. Schultz.
		Oct 29	Mrs. E. G. Schultz
		Nov. 16.	R. B. Cookson
		17 95	E. G. Schultz.
		17 95	A. M. Johnston
		123 '95	A. M. Johnston
		112 '95	R. B. Cookson
		2/7 '95	Mrs R. B. Cookson
		2/28 '95	A. M. Johnston
		4/15 "	A. M. Johnston

Record of Attendance for Four Weeks, from *Sept. 10* to *Oct. 5* in District No. *3*

Number.	NAMES.	Age	Monday.	Tuesday.	Wednesday.	Thursday.	Friday.	Monday.	Tuesday.	Wednesday.	Thursday.	Friday.	Monday.	Tuesday.	Wednesday.	Thursday.	Friday.	Monday.	Tuesday.	Wednesday.	Thursday.	Friday.	Number on Roll.	Present.	
1	<i>Clara Richmond</i>	16						E															20	20	
2	<i>Maud Hackett</i>	15						E															20	20	
3	<i>Minnie Latch</i>	16						E														V V	20	19	
4	<i>Rena Moore</i>	14						E															20	20	
5	<i>Nellie Brown</i>	15						E	V						V							I W I	20	18	
6	<i>Hetty Savage</i>	16						E														W V I	20	18½	
7	<i>Nathan Finch</i>	13						E							V								20	19½	
8	<i>George Richmond</i>	14						E															20	20	
9	<i>Percy Wilson</i>	14						E															20	20	
10	<i>Louie Price</i>																					E	5	5	
11	<i>Melina Brown</i>	12						E	V														20	19½	
12	<i>Bertha Turner</i>	12						E							V								20	19½	
13	<i>Bessie Middleton</i>	13						E	V													I	W	20	18½
14	<i>Julia Wilkins</i>	12						E														W W W W W	20	16	
15	<i>Helen Bodine</i>	11						E														V	20	19½	
16	<i>Lottie Cookson</i>	11						E															20	20	
17	<i>Erna Smith</i>	12						E															20	20	
18	<i>Lena Wilkins</i>	12						E															20	20	
19	<i>Walter Savage</i>	14						E															20	20	
20	<i>Jesse Schultz</i>	12						E															20	20	

No school during this week

Record of Attendance for Four Weeks, from Oct 9 to Nov 2 in District No. 54

Number.	NAMES.	Age.	Monday.	Tuesday.	Wednesday.	Thursday.	Friday.	Monday.	Tuesday.	Wednesday.	Thursday.	Friday.	Monday.	Tuesday.	Wednesday.	Thursday.	Friday.	Monday.	Tuesday.	Wednesday.	Thursday.	Friday.	Number on Roll.	Present.	Absent.	Times Tardy.
1	Clara Richmond			/	/						/												20	20		3
2	Maud Hackett																						20	20		1
3	Winfield Hatch																						13	13		
4	Hester Savage		v					www			/		/		/								20	16 1/2	3 1/2	4
5	Rena Moore																						20	20		
6	Nellie Brown			w		v					/		v										20	17 1/2	2 1/2	2
7	Nathan Finch														/								20	20		2
8	Percy Wilson																						20	20		
9	Louie Price																						20	20		
10	George Richmond William Parks																						20	20		
																							9	9		1
11	Bertha Turner				v										/								20	19 1/2	1/2	2
12	Melina Brown		/		/																		20	17	3	2
13	Bessie Middleton														/	/							20	19 1/2	1/2	2
14	Julia Wilkins		w		R																		19	19		1
15	Helen Bodine																						20	19 1/2	1/2	
16	Lottie Cookson																						20	19	1	
17	Irma Smith																						20	19	1	
18	Lena Wilkins				/						/												20	20		2
19	Halter Savage														w								20	19	1	
20	Jesse Schultz																						20	20		
	Anna Parks	16																					5	5		
	Fattie Cummings	13																					5	5		
																							411	397 1/2	13 1/2	22

CLASSIFICATION OF SCHOOLS.

For the purpose of classification of schools, and the designation of the schools in which the various grades of certificates entitle the holders to teach, the following is a suggestive grouping of subject-matter in the work of Primary, Grammar and High School departments. For the suggestive elaboration of this matter into "years" and "courses," apply to the Principal of the State Normal School for the "Manual of the Model School."

PRIMARY DEPARTMENT.

Maxim—"Ideas before words." Conversational lessons, using objects, pictures, &c. Form lessons (preparatory to distinguishing words and characters). Script vocabulary. Change script to print. Chart. First, Second and Third Readers, with supplementary reading. The practice of silent and sight reading, giving great care to getting the true thought.

SPELLING.

Words within the range of the child's vocabulary, carefully selected, written, spelled orally and phonetically, formed into sentences, &c.

ARITHMETIC.

Numbers before figures: The comprehending of groups of objects and their relations, before the use of the figures and characters representing those objects and their relations. The use of numbers, their combinations and relations graded from 1 to 50. Work parallel to that of Wentworth's and Reed's "Primary Arithmetic."

GEOGRAPHY.

Patterning. Lessons in position, using relation words. Cardinal points. The compass. Direction and position as applied to familiar streets, buildings, hills, brooks, &c. Representation of direction and position by drawing. Field lessons, studying land and water forms (slopes, soil, currents, source, mouth, tributary, spring, lake and other natural divisions). Use of the moulding board and drawing to represent, so far as possible, the above features. Water, its properties and forms. Atmosphere, its movements. The earth as a whole, its movements, seasons, zones, axis, &c. Soil, how formed. Mould and draw North America, representing its position, size, contour, surface, climate, productions, people. Continuous observations of plants, animals, minerals, weather, &c.

READING.

Selections from Fourth, Fifth, Sixth and Supplementary Readers.

SPELLING.

Written and oral spelling of words carefully selected and within the range of the students' vocabulary.

ARITHMETIC.

"Practical Arithmetic," completed.

GEOGRAPHY.

Maps of the Continents and the United States drawn and moulded. Chart and globe exercises. Descriptive and political geography of the Continents, with special reference to the United States.

GRAMMAR.

Simple sentence, subject and predicate; analysis according to the use of words. Parts of speech. Memorizing short extracts from the best authors. Related properties of nouns, verbs and participles. Advanced construction and composition.

HIGH SCHOOL DEPARTMENT.

Advanced Elocution and Composition, Outline History, Composition, Algebra, Geometry, Physiology, Zoology, Botany, Physics, Chemistry, Drawing (higher forms, architectural, &c.), Literature, Civil Government, Music, Latin, Greek, German, French, similar topics.

LANGUAGE.

Aims—To broaden pupils' range of thought, to lead them to think connectedly, talk freely and correctly. Thinking and guessing games, action lessons, object lessons, stories, reproductions, &c., in which the pupils' errors are gradually corrected. Discover name, action, quality, quantity, modifying, relation and joining words. Uses of words, their changes to express different ideas as to time, number, &c. How to use capitals. Simple punctuation. Constant practice in the use of language, oral and written, with more correction and less reason.

WRITING.

Movement before form. Movement exercises both in the air and on paper. Making capital and small letters and figures. Write the small letters singly and in words. Write sentences, using the capitals. Write figures in sums.

DRAWING.

Study elementary forms (sphere, cube, &c.), learn their parts. Modeling in clay, stick laying, paper cutting and folding, drawing. Geometric forms and the uses of terms. Draw from dictation and observation. Cut, arrange and paste borders and other designs. Study leaves and other objects.

BUSY WORK.

Busy work should be arranged supplementary and parallel to all other work, both to engage the pupils at the seats and make the other work thoroughly familiar by being much practiced in various forms.

MUSIC.

Sounds, tones, staff, scale, time, rests, accent. All exercises should be of simple character, consisting of one and two-part choruses.

GRAMMAR DEPARTMENT.

PENMANSHIP.

The writing of sentences and paragraphs in a good, clear, legible hand, the letters being distinct and well formed.

DRAWING.

The ordinary series to books Nos. 9 or 10.

MUSIC.

Work equivalent to the ordinary series of music readers, books Nos. 1 and 2.

OBJECT LESSONS.

Throughout the course, lessons on plants, animals, articles of manufacture, &c., so arranged as to develop the pupils' observing faculties and prepare the way for the study of these subjects as formal science.

HISTORY.

American and English.

BOOKKEEPING.

Single and Double Entry.

ANNUAL REPORT of the Teacher in *Wrentham Borough* District No. *.....* County of *Gloucester*, for
 the School Year beginning July 1st, 1894, and ending June 30th, 1895.

1. Number of days the school has been kept open, . . .	200	19. Number enrolled in "High School" grade, . . .	
2. Number of children between five and twenty years of age enrolled during the year, . . .	26	20. Date of opening school, . . .	Sept 10
3. Number of boys enrolled, . . .	8	21. Date of closing school, . . .	
4. Number of girls enrolled, . . .	18	22. Annual salary of teacher, . . .	\$6.00
5. Total number of days present (all pupils), . . .	4062	23. Grade and kind of certificate held by teacher, . . .	Senior State
6. Total number of days absent (all pupils), . . .	252	24. Amount raised during the year for school library, . . .	Nothing
7. Average number on roll, . . .	20.1	25. Amount previously raised, . . .	"
8. Average daily attendance, . . .	18.9	26. Amount received from the State during the year, . . .	"
9. Percentage of attendance, . . .	93.5	27. Amount previously received from the State, . . .	"
10. Number of pupils who have not been absent or tardy during the year, . . .	two	28. Number of books purchased during the year, . . .	None
11. Total number of times tardy, . . .	170	29. Number of books previously purchased, . . .	"
12. Average number of cases of tardiness per day,8	30. Amount expended for apparatus during the year, . . .	Nothing
13. Number of children suspended or expelled during the year, . . .	none	31. Amount previously expended for apparatus, . . .	\$50
14. Grade of school, . . .	Second Grammar	32. Number of books now in the library, . . .	83
15. Number of classes in school, . . .	29	33. Number of books taken out during the year, . . .	none
16. Average number of recitations heard daily, . . .	17	34. Present value of school library, . . .	\$70
17. Number of pupils enrolled in "Primary" grade, . . .	—	35. Present value of apparatus, . . .	\$26
18. Number enrolled in "Grammar" grade, . . .	26		

	Male.	Female.
Number of pupils between 5 and 6 years of age, . . .	—	—
" " " 6 " 7 " " . . .	—	—
" " " 7 " 8 " " . . .	—	—
" " " 8 " 9 " " . . .	—	—
" " " 9 " 10 " " . . .	—	—
" " " 10 " 11 " " . . .	—	—
" " " 11 " 12 " " . . .	—	2
" " " 12 " 13 " " . . .	1	5

	Male.	Female.
Number of pupils between 13 and 14 years of age, . . .	1	2
" " " 14 " 15 " " . . .	3	3
" " " 15 " 16 " " . . .	1	2
" " " 16 " 17 " " . . .	1	4
" " " 17 " 18 " " . . .	1	—
" " " 18 " 19 " " . . .	—	—
" " " 19 " 20 " " . . .	—	—

EXTRACTS FROM THE SCHOOL LAW.

TEACHERS.

76. *And be it enacted*, That every teacher of a public school shall keep a School Register in the manner provided therefor, and no salary shall be paid to such teacher until said Register is exhibited to the District Clerk or other officer authorized to make payment, and until said officer finds, by examination, that the Register has been properly kept for the time for which salary is demanded, and enters upon the Register a certificate to that effect.

77. *And be it enacted*, That every teacher who shall leave a school before the close of the school year, shall, at the time of leaving, make to the County Superintendent a report of the school for all that portion of the current school year that the school has been in his or her charge, and shall, at the same time, give a duplicate of said report and surrender the School Register to the District Clerk; and any teacher who may be teaching any school at the close of the school year, shall, in his or her annual report, include all the statistics from the School Register for the entire school year, notwithstanding any previous report for a part of the year; no school money shall be paid to any teacher for the last month of his or her services until the report herein required shall have been made and received, and the Register exhibited; *provided*, that in graded schools, in which there are more teachers than one, the principal teacher alone shall be responsible for the school report and Register.

78. *And be it enacted*, That no teacher shall be entitled to any salary unless such teacher shall be the holder of a proper teacher's certificate in full force and effect.

79. *And be it enacted*, That in every contract, whether written or verbal, between any teacher and Board of Trustees, a school month shall be construed and taken to be twenty school days, or four weeks of five school days each; and no teacher shall be required to teach school on the first day of January, the twenty-second day of February, thirtieth day of May, the fourth day of July, first Monday in September (to be known as Labor Day), Thanksgiving Day, twenty-fifth day of December, any day on which a general election shall be held for members of assembly in each year, and also any day set apart by proclamation of the Governor of this State or by the President of the United States for the purposes of public observance; and no deduction from the teacher's time or wages shall be made by reason of the fact that a school day happens to be one of the days referred to in this section; any contract made in violation of this section shall have no force or effect as against the teacher.

80. *And be it enacted*, That every teacher shall have power to hold every pupil accountable in school for any disorderly conduct on the way to or from school, or on the play-ground of the school, or during recess, and to suspend from school any pupil for good cause; *provided*, that such suspension shall be reported by the teacher to the Trustees as soon as practicable; and if such action is not sustained by them, the teacher may appeal to the County Superintendent, whose decision shall be final.

82. *And be it enacted*, That in case of any dismissal of any teacher before the expiration of any contract entered into between such teacher and Trustees, the teacher shall have the right of appeal to the County Superintendent, and if the County Superintendent shall decide that the removal was made without good cause, said teacher shall be entitled to compensation for the full time for which the contract was made; but it shall be optional with the Trustees whether he or she shall or shall not teach for the unexpired term.

PUPILS.

83. *And be it enacted*, That pupils of the public schools shall comply with the regulations established in pursuance of law for the government of such schools; shall pursue the course of study, and use the series of text-books prescribed by the Trustees and County Superintendent, and shall submit to the authority of the teachers; continued and wilful disobedience, or open defiance of the authority of the teacher, the use of habitual profanity or obscene language, shall constitute good cause for suspension or expulsion from school; any pupil who shall in any way cut, deface, or otherwise injure any school-house, fences or out-buildings thereof, shall be liable to suspension and punishment, and the parents of such pupils shall be liable for damages to the amount of injury, on complaint of the teacher; the amount to be determined by the Trustees and collected by the District Clerk, by an action in debt therefor, in any court having jurisdiction, in his name as District Clerk, together with the cost of said action.