

SUNFLOWER
DUPLICATING
REGISTER

*Six Weeks
With Extra Weeks*

RH
MS
545
4.9

Sunflower Duplicating School Register

Jh
Charlottesville Bates

Instructions for Using This Register

1. Make entries with an indelible pencil, keeping it well sharpened.
2. Record your pupils by grades and alphabetically within each grade. Begin with the lowest grade.
3. Be as certain as you possibly can that you have the correct date of birth of each child.
4. To find the 'Average Daily Attendance' divide the total attendance in days of all the pupils by the number of days taught.
5. To find the 'Per Cent of Attendance' divide the number of days actually attended by all pupils by the number of days all pupils were enrolled; (This: Total days attendance, 500. Total days absence, 50. Then 500 plus 50 is 550. 500 divided by 550 is 90.9 Per Cent.)
6. Please practice NEATNESS and ACCURACY in all reports.

Superintendent's Superior School Supply Company
Parsons, Kansas

Date Sept. 5, 1958 School District No. 1 School opened Sept 1, 1958. Teacher Jenico Vandum

No.	Name of Pupil	Grade	Age	Date of Birth			M-Male F-Female	Lives in Dist. No.	School Last Attended	Miles To School	Parents' or Guardians'	Parents' or Guardians'	RFD	Phone
				Mo.	Day	Year					Name	Address		
1	Alexander, Juan	1	6	9	5	52	M	1			Ordral Alexander - Mr. Mrs		TE 9-2618	
2	Reece Dennis	2	7	7	1	51	M	1	5		Leland Clark - Mr. Mrs			
3	Switzer, Thomas	2	7	1	28	51	M	1			Freddie Switzer - Mr. Mrs		TE 9-2613	
4	Reece, Ronald	3	8	2	13	50	M	1	5		Leland Clark - Mr. Mrs			
5	Smith, Lewis Jr.	3	8	1	21	50	M	1			Lewis Smith Sr. Mr. Mrs		TE 9-2622	
6	Alexander, Dale	4	9	4	28	49	M	1			Ordral Alexander - Mr. Mrs			
7	Switzer, Louis	4	10	7	1	48	M	1			Freddie Switzer		TE 9-2613	
8	Jones, Sylvia	5	11	2	14	47	F	1	5		Mrs. Cora Williams			
9	Alexander, Gary	6	11	7	26	47	M	1			Ordral Alexander		TE 9-2618	
10	Switzer, Norma	6	11	2	26	47	F	1			Freddie Switzer		TE 9-2613	
11	Williams, Doris	6	10	11	2	47	F	1	5		Leland Clark			
12	Jones, Veta	8	13	7	26	45	F	1	5		Mrs Cora Williams			
13														
14														
15														
16														
17														
18														
19														
20														
21														
22														
23														
24														
25														
26														
27														
28														
29														
30														
31														
32														
33														
34														
35														

If new pupils are enrolled during the school year, list them on your report as "New Enrollment." Send this report to the County Superintendent with the FIRST WEEK'S REPORTS. Be prompt.

The original or white copy should be sent to the County Superintendent with the enrollment record at the end of the first week of school. Be prompt.
 Name of School _____ Date _____
 Teacher's name _____ Home address _____
 School Phone No. _____

Inventory of School Equipment

Item	Quantity	Condition	Remarks
Books			
Tables			
Chairs			
Blackboard			
Map			
Other			

Check those you have. Indicate items needed. Do you have an up-to-date Atlas?
 Map Atlas Globes
 Blackboard Tables Chairs
 Books Other

Remarks:
 List District's Major Subscriptions
 List Minor Details

Teacher's Cumulative Record

Record of teaching experience prior to using this form:
 Total years teaching experience 4 as of June 30, 1954
 Dates total years teaching experience as of above date:
 1954 1955 to 1955 1956 inclusive in Graham County
 1955 1956 to 1956 1957 inclusive in " County
 1957 1958 to 1958 1959 inclusive in " County
 19 19 to 19 19 inclusive in County
 19 19 to 19 19 inclusive in County
 Years in Retirement Plan as of August 31, 19
 Retirement No. _____
 Social Security No. 511-34-3958

Name Venice Iona Wilharte Vanduvall
 Given Name Middle Name Maiden Name Surname
 Date of Birth Nov 27, 26 Place of Birth Paula, Kans
 Month Day Year
 Church Preference Baptist Male Female White Colored
 Present Address: Bogye, Kansas Tel. _____
 Address: _____ Tel. _____
 Address: _____ Tel. _____
 Address: _____ Tel. _____

Educational Training

	Name and Location	Dates Attended	Major Field	Minor Field	Degree Kind	Year of Graduation
Elementary	Paula, Kansas					
High School	Paula High School	43-47			Diploma	1947
College or University	Ursuline Academy Paula, Kans	42-49	Elem.		Bach.	49
	K. S. T. C. Emporia, Kans.	44-52	Ed.		Diploma B.S. Elem. Ed.	
Graduate Courses						
Special						

Teacher's Term Report to District Clerk and County Superintendent
 of any schools in making this report. Your County Superintendent takes an oath that this is correct.

This report should be filled out in full, correct or incorrect reports and at this value. This is your final report to your successor. The teacher is not entitled to the last month's salary until this report is filed with the Clerk of the Board and the County Superintendent.

1. School District No. _____
 2. Term opened _____ closed _____
 3. Teacher's name _____
 4. Teacher's certificate _____
 5. If a college graduate, state name of school and number of years' attendance _____
 6. If a college graduate, name of college _____

7. Number of different pupils enrolled in each grade

First	Second	Third	Fourth	Fifth	Sixth	Seventh	Eighth	Total
W	M	F	M	F	M	F	M	W
C	M	F	M	F	M	F	M	C
Total								

8. Number of different persons enrolled in school this year (sex and color)

White	Colored	Total
Male	Female	
W	C	
M	F	
Total		

9. Average daily attendance for year (actual days attendance, line 8 divided by number of days actually taught as shown by line 10. Carry one decimal only.)

10. Average daily attendance by grades (carry to one decimal). (Line 10 to be used in grade schools only.)

First	Second	Third	Fourth	Fifth	Sixth	Seventh	Eighth	Total
W	M	F	M	F	M	F	M	W
C	M	F	M	F	M	F	M	C
Total								

11. Length of term in days actually taught _____ in weeks _____

12. Number of cases of tardiness _____ number not absent _____ number not tardy _____

13. Number of pupils transported by the district _____ method of transportation _____

14. Amount spent in the school library _____ number added this term _____

15. Amount spent on library this year from the Reading Circle list approved by the State Superintendent _____

16. Number pupils enrolled who reside in other districts, male _____ female _____

17. Number of visits by board members _____

18. Number of other visitors _____

19. Where will you attend summer school? _____

20. Teacher's summer address (if not known send it to your Co. Supt. later.) _____

I hereby certify the foregoing to be correct. _____ Teacher

Report of Attendance, Scholarship and Classification
 School Nicodemus District No. one, 19 59

No.	Name of Pupil	Date of Birth			Days Pres.	Grade	Promoted to	Sch. Studies	U.S. Hist.	Geog'phy	Civics	Ks. Hist.	Reading	Writing	Spelling	English	Art	Music	Math.	Science	Health	Conduct	Yr. Average	Remarks	
		Mo.	Day	Year																					
1	Alexander, Juan	9	5	52	145	1	2	B					A-C+				A+B	B	B	B	B	B			
2	Reece, Dennis	7	1	51	163	2	3	C					C	B-C			B	B	B	B	B	B	C		
3	Switzer, Thomas	1	28	51	174	2	3	B+					B+A	A			B	B	B	B	B	B	B+	B	B+
4	Reece, Ronald	2	13	50	168	3	4	C-					D	B+	BC		C	B	C	C	C	B	C		
5	Smith, Lewis, Jr.	1	21	50	174	3	4	B-					P	B	C	C	B	B	C	C	A	A	B	B	
6	Alexander, Dale	4	28	49	178	4	5	B					B	B	B	C	C	B	C	A	B	B	B		
7	Switzer, Louis	7	1	48	174	4	5	D					C	B	C	C	B	B	B	C	C	B	D+		
8	Jones, Sylvia	2	14	47	162	5	6	D+					C	B	C	C	B	B	D	C	C	B	C		
9	Switzer, Norma	2	26	47	169	6	7	C					C	C	C	C	C	A	C	A	B	B	C		
10	Alexander, Gary	7	26	47	160	6	7	C+					C	B	B	C	C	A	C	C	B	B	B	C+	
11	Jones, Veta	7	26	45	144	8	9	C	C	C			C	A	B	C	C	B	C	C	C	A	C		
12	Williams, Doris	11	2	47	160	6	7	B					C	A	B	A	B	B	A	B	B	B	A	B	

All pupils promoted as indicated. See remarks for exceptions. Include in this report every pupil who has been enrolled one day or more during the school year and the average grade for the year.

I certify that the above is correct. Signed this 22 day of May, 19 59 Denise Vandervall Teacher.

