

025 → *Payne Gap*
1942
**TEXAS TEACHER'S
Daily Register**

**FOR PUBLIC SCHOOLS
1942-43**



Payne Gap
Name of School and No.

Goldthwaite
Post Office

Mills
County

Lula A. Hulsey
Name of Teacher

FOR GRADE *2 - 7 Inc.*

NOTE.—This register is the property of the State of Texas. Each classroom teacher must keep the register neatly and accurately according to instructions, completely fill in all data, and return the register at the close of the school term to the office of the principal, county superintendent, or local superintendent to be filed before the teacher's salary for the last month can be drawn. It becomes an important official record for the school. PLEASE READ AND FOLLOW DIRECTIONS.

Authorized by
STATE DEPARTMENT OF EDUCATION
STATE OF TEXAS

DAILY PROGRAM OF WORK

			ELEMENTARY GRADES							HIGH SCHOOL			
			First Grade	Second Grade	Third Grade	Fourth Grade	Fifth Grade	Sixth Grade	Seventh Grade	First Year	Second Year	Third Year	Fourth Year
ENROLLMENT BY GRADES				2nd	3rd	4th	5th	6th	7th	7			
Schedule for study and Recitation			****	****	****	****	****	****	****	****	****	****	****
Begin	Close	Time											
8:15	9:00	15"		R	R	R							
9:00	9:15	15"					R						
9:15	9:30	30"						R	R				
9:30	9:45	45"		a	a								
9:45	10:00	45"				a							
10:15	10:30	60"					a	a					
Recess		15"											
10:45	11:00	45"							a				
11:15	11:30	45"		L	L	L							
11:30	11:45	60"					L						
11:45	12:00	45"						L	L				
Noon		60"											
1:00	1:15	30"				y							
1:15	1:30	45"					y	y					
1:30	1:45	30"						y					
1:45	2:00	30"							y				
2:15	2:30	30"		S	S								
Recess		85"											
2:45	3:00	30"				S							

The teacher is instructed to make a copy of her program in duplicate on separate sheets. Fill in the program both as to periods of study and of recitations, denoting recitation periods with red ink and study periods with black ink. When prepared, submit one copy to the county superintendent for his consideration. The county superintendent is instructed to inspect carefully the program, note suggestions as to improvements, if there be any, and return to the teacher at once.

The attention of the teacher is directed to the fact that the program should take account of pupils who are not reciting as well as those in recitations, and should indicate what each class is to do during each period of the day.

If there are a great many grades, classes should be grouped or combined in certain subjects. Authorities all agree that recitation periods should be at least fifteen minutes in length in the primary grades, twenty-five minutes in the intermediate grades, and thirty-five to forty-five minutes in the high school years.

When all pupils who will probably enroll in the school have entered and been classified, and when your program has been finally adjusted to the needs of your school and approved by the county superintendent, it should be copied in the above space. A copy of it should be mailed to the county superintendent to be filed in his office as part of the records of your school.

It is the duty of the county superintendent to see that this program is properly made and filled in as directed, and he should refuse to approve vouchers for monthly salaries of teachers until the program is made according to instructions. In his visits to the school the county superintendent, by examining the register and his own notebook in which he will carry his copy of the program, should see the program is being followed by the teacher. It is the duty of the county superintendent to require that all records be kept according to law and the instructions of the county superintendent and the State Superintendent of Public Instruction.

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			ELEMENTARY GRADES							HIGH SCHOOL			
			First Grade	Second Grade	Third Grade	Fourth Grade	Fifth Grade	Sixth Grade	Seventh Grade	First Year	Second Year	Third Year	Fourth Year
ENROLLMENT BY GRADES				2nd	3	4	5	6	7				
Schedule for study and Recitation			****	****	****	****	****	****	****	****	****	****	****
Begin	Close	Time											
3:00	3:15	30"					S	S	S				
3:15	3:30	30"					H						
3:30	3:45	30"						H					
3:45	4:00	30"							H				
We take periods off for drawing and writing													

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Duncan Glen Dale
(Last Name) (First Names)
Born: Month Nov Day 23 Year 34
Age Sept. 1, 1942. Years 7
Entered 4th grade
Promoted to 5th grade
Retained in _____ grade
Orbie Duncan
(Name of Parent or Guardian)
Address: Goldthwaite
Occupation: Farming
*Source of Pupil (Check one):
B1, B2, C1, C2, C3, C4, C5, C6, C7, C8

Duncan Dayle
(Last Name) (First Names)
Born: Month Nov Day 25 Year 33
Age Sept. 1, 1942. Years 8
Entered 5th grade
Promoted to 6th grade
Retained in _____ grade
J. E. Duncan
(Name of Parent or Guardian)
Address: Goldthwaite
Occupation: Farming
*Source of Pupil (Check one):
B1, B2, C1, C2, C3, C4, C5, C6, C7, C8

Munday James E.
(Last Name) (First Names)
Born: Month Apr Day 8 Year 31
Age Sept. 1, 1942. Years 10
Entered 6th grade
Promoted to 7th grade
Retained in _____ grade
Vernon Munday
(Name of Parent or Guardian)
Address: Goldthwaite
Occupation: Farming
*Source of Pupil (Check one):
B1, B2, C1, C2, C3, C4, C5, C6, C7, C8

[illegible][illegible]

*Code each pupil as soon as he is placed on your roll. See explanation of Terms.
†Code each pupil upon withdrawal. A pupil is absent until the teacher knows of his permanent withdrawal.
Discard heavy black lines unless your school reports on the six-weeks basis.

SCHOOL TERM		RECORD OF ATTENDANCE	
Beginning	Oct. 12, 1942	Write E in square to show date pupil was admitted; W to denote date pupil withdrew or dropped; and R to show date pupil was re-admitted. A for Absence; T for Tardy; blank space for Present and On Time.	
Ending	194		
<p>Boys</p> <p>Put (V) before names of all pupils transported.</p>			
<p>Munday Merlin (Last Name) (First Names) Born: Month <u>Feb</u> Day <u>21</u> Year <u>32</u> Age Sept. 1, 1942. Years <u>9</u> Entered <u>5th</u> grade Promoted to <u>6th</u> grade Retained in _____ grade Vernon Munday (Name of Parent or Guardian) Address: <u>Goldschwaite</u> Occupation: <u>Farming</u> *Source of Pupil (Check one): B1, B2, C1, C2, C3, C4, C5, C6, C7, C8 No. of yrs. in this grade _____ (Include this year) No. yrs. in school previous to this yr.: <u>3</u> †Loss or withdrawal due to (check one): D1, D2, D3, D4.</p>			
<p>Covington Jerry Dean (Last Name) (First Names) Born: Month <u>Apr</u> Day <u>19</u> Year <u>32</u> Age Sept. 1, 1942. Years <u>10</u> Entered <u>6th</u> grade Promoted to _____ grade Retained in _____ grade Walter Covington (Name of Parent or Guardian) Address: <u>Goldschwaite</u> Occupation: <u>Farming</u> *Source of Pupil (Check one): B1, B2, C1, C2, C3, C4, C5, C6, C7, C8 No. of yrs. in this grade _____ (Include this year) No. yrs. in school previous to this yr.: <u>3</u> †Loss or withdrawal due to (check one): D1, D2, D3, D4.</p>			
<p>Julia Marion (Last Name) (First Names) Born: Month <u>Jan</u> Day <u>4</u> Year <u>43</u> Age Sept. 1, 1942. Years <u>9</u> Entered <u>3</u> grade Promoted to <u>4th</u> grade Retained in _____ grade Hubbell (Name of Parent or Guardian) Address: <u>Goldschwaite</u> Occupation: <u>Farmer</u> *Source of Pupil (Check one): B1, B2, C1, C2, C3, C4, C5, C6, C7, C8 No. of yrs. in this grade _____ (Include this year) No. yrs. in school previous to this yr.: †Loss or withdrawal due to (check one): D1, D2, D3, D4.</p>			

RECORD OF WORK																			
Language Arts					Social Studies				Home and Voc. Arts			Creative and Recreative Arts			Mathematics And Science				
Language	Literature	Reading	Spelling	Writing	Citizenship	Government	History	Geography	Agriculture	Homemaking	Shop Work	Physical Ed.	Health	Music	Art or	Drawing	Arithmetic	Gen. Math.	Science
B	B	B	C					B						B			C	B	
a	a	a	B											B			B	a	

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†Code each pupil upon withdrawal. A pupil is absent until the teacher knows of his permanent withdrawal.
Disregard heavy black lines unless your school reports on the six-weeks basis.

THE TEACHER'S ATTENDANCE REPORT

Explanation of Terms

- A. DAYS TAUGHT**—the actual number of days in which instruction was offered. Exclude all legal holidays or days school was closed for any cause.
- B. ORIGINAL ENTRIES**—the first entry of a pupil in any public school in the State during the current school year. Original Entries represent the head count of all pupils who enter Texas public schools; the State is the unit. A pupil once coded as an original entry (B1 or B2) by any public school in Texas during the current school year, must not again be coded as such by any other public school subsequently entered during the same school year. Original entries may increase, but they never decrease. Original entries fall into two classes
 (1) First entry of a pupil in any public school in Texas during the current school year, except out-of-state pupils.
 (2) First entry in any Texas public school during current year of a pupil already enrolled in another state.
- C. RE-ENTRIES**—are pupils received from other public schools within the State during the current school year, and in every case these pupils have already been coded as Original Entries by the school of first entry. Re-entries fall into the following classes:
 (1) Pupils received from another room in the same school.
 (2) " " " another school in the same district.
 (3) " " " another C. S. D. by a C. S. D. in the same county.
 (4) " " " an Ind. District by a C. S. D. in the same county.
 (5) " " " a C. S. D. by an Ind. Dist. in the same county.
 (6) " " " another Ind. Dist. by an Ind. Dist. in the same county.
 (7) " " " another school not in the same county but in the State.
 (8) " " " after withdrawal or discharge (same school).
- D. LOSSES**—are pupils leaving classes or grades for the following causes:
 (1) Pupils promoted or changed to other rooms in the same school.
 (2) Pupils promoted or changed to other schools in the same district.
 (3) Pupils having passed compulsory school age.
 (4) Due to other causes (death of pupil, work, discharge, etc.)
- E. MEMBERSHIP** at date of this report. Membership is an ever changing number, increased by Re-entries and decreased by Losses. (B+C-D).
- F. AGGREGATE ATTENDANCE**—the sum of all days attended by all pupils who were in Membership during the period for which the report is made.
- G. AGGREGATE ABSENCE**—the sum of all days of absence of all pupils who were in Membership during the period for which the report is made.
- H. AGGREGATE DAYS OF MEMBERSHIP**—the number of days the membership is expected to attend. It is the sum of the AGGREGATE ATTENDANCE plus the AGGREGATE ABSENCE. (F+G). A pupil admitted on Monday of the second week is in membership for the last 3 weeks and must be counted as present or absent during this period.
- I. AVERAGE MEMBERSHIP**—the AGGREGATE DAYS OF MEMBERSHIP divided by the number of DAYS TAUGHT. (H÷A).
- J. AVERAGE DAILY ATTENDANCE**—the AGGREGATE ATTENDANCE divided by the number of DAYS TAUGHT. (F÷A).
- K. PER CENT OF ATTENDANCE**—the AGGREGATE ATTENDANCE divided by the AGGREGATE DAYS OF MEMBERSHIP. (F÷H).
- L. NUMBER OF TIMES TARDY**—the sum of all cases of tardiness.
- M. Number of pupils, included in B3, between the ages of 6-17, inclusive.**
- N. Number of pupils, included in B3, between the ages of 7-15, inclusive.**

1. The Teacher's Register is the source of the data to be reported in this table. 2. This table supplies data for the Teacher's Monthly Report. 3. The totals of the preceding month of lines B, C, D, M, and N must be carried forward into the current month. 4. Use this form for reporting the attendance data to the principal

		MONTH											Total
		1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th		
ORIGINAL ENTRIES	A. Days Taught	18	20	20	20	19	20	20					137
	B. 1. First entry of a pupil in any public school in Texas during the current school year, except out-of-state pupils. See B2.	Boys	5	5	5	5	5	6	6				
		Girls	6	6	6	6	5	6	6				
	2. Out-of-state pupils entering Texas public schools for the first time.	Boys											
		Girls											
	3... Total (1+2)	Boys	5	5	5	5	5	6	6				5
Girls	6	6	6	6	5	6	6	6				6	
RE-ENTRIES	C. 1. From another room in the same school												
	2. From another school in the same district												
	3. From another C. S. D. by a C. S. D. in the same county				2	2	4	4					
	4. From an Ind. District by a C. S. D. in the same county												
	5. From a C. S. D. by an Ind. District in the same county												
	6. From another Independent District by an Independent District in the same county				2	2	5	4					
	7. From another school not in the same county but in the State												
	8. After withdrawal or discharge (Same school)												
	9. Total (add 1-8, Inclusive)												4
LOSSES	D. 1. Pupils promoted or changed to other rooms in the same school												
	2. Pupils promoted or changed to other schools in the same district			4	4	4	4	4					
	3. Pupils having passed compulsory school age												
	4. Due to other causes (death of pupil, work, discharge, etc.)												
	5. Total (add 1-4, Inclusive)												4
E. Membership (B+C-D=E)	11	11	7	9	9	11	11					11	
F. Aggregate Attendance	137	137	137	137	137	137	137					1197	
G. Aggregate Absence	65	38	1	19	12	9	8					153	
H. Aggregate days of membership (F+G=H)	197	220	140	150	149	220	220					1348	
I. Average membership (H÷A=K)	10.9	10	7	7	8	11	11					9.6	
J. Average daily attendance (F÷A=J)	7.5	6.8	0.5	6.8	7.2	6.8	6.8					9	
K. Percentage of attendance (F÷H=K)	74	81	99	89	92	95	96					89.6	
L. Number of times tardy	0	3	0	0	0	0	0					3	
M. Number of pupils, included in B3, between the ages of 6-17, Inclusive	11	11	7	9	9	10	10					11	
N. Number of pupils, included in B3, between the ages of 7-15, Inclusive	11	11	7	9	9	11	11					16	

NOTES:—At the end of the year: (a) Total lines A, F, G, H, and L; (b) carry the cumulative record of the last month of lines B, C, D, E, M, and N into the "Totals" column; (c) find the annual averages and annual percent for lines I, J, and K by dividing as indicated for each item. The "Totals" column will then be the annual report. (See explanation of terms.)

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This report has been filled in by a 5th grade teacher in a common school district. A teacher of a school in an independent district will use Lines C5 and C6 instead of Lines C3 and C4.			MONTH										Total
			1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	
A.	Days Taught		20	20	20	20	20	20	20	20	18	—	178
ORIGINAL ENTRIES.	1. First entry of a pupil in any public school in Texas during the current school year, except out-of-state pupils. See B2.	Boys	7	7	7	8	8	8	9	9	9	—	9
		Girls	7	7	8	8	8	8	8	9	9	—	9
	2. Out-of-state pupils entering Texas public schools for the first time.	Boys	1	1	1	1	1	1	1	1	1	—	1
		Girls	—	—	—	—	—	—	1	1	1	—	—
	3. Total (1+2)	Boys	8	8	8	9	9	9	10	10	10	—	10
		Girls	7	7	8	8	8	8	9	10	10	—	10
RE-ENTRIES.	1. From another room in the same school		—	—	1	1	1	2	2	2	2	—	2
	2. From another school in the same district		—	—	—	—	—	1	1	1	1	—	1
	3. From another C. S. D. by a C. S. D. in the same county		—	1	1	1	1	2	2	2	2	—	2
	4. From an Ind. District by a C. S. D. in the same county		—	1	1	1	1	1	1	1	1	—	1
	5. From a C. S. D. by an Ind. District in the same county		—	—	—	—	—	—	—	—	—	—	—
	6. From another Independent District by an Independent District in the same county		—	—	—	—	—	—	—	—	—	—	—
	7. From another school not in the same county but in the State		—	—	—	1	1	1	2	2	2	—	2
	8. After withdrawal or discharge (Same school)		—	—	—	—	—	—	1	1	1	—	1
	9. Total (add 1-8, Inclusive)		—	2	3	4	4	7	9	9	9	—	9
LOSSES.	1. Pupils promoted or changed to other rooms in the same school		1	1	1	1	2	2	2	2	2	—	2
	2. Pupils promoted or changed to other schools in the same district		—	—	1	1	1	1	1	1	1	—	1
	3. Pupils having passed compulsory school age		—	—	—	—	—	—	—	1	1	—	1
	4. Due to other causes (death of pupil, work, discharge, etc.)		—	1	1	1	1	2	2	2	2	—	2
	5. Total (add 1-4, Inclusive)		1	2	3	3	4	5	5	6	6	—	6
E.	Membership (B+C—D=E)		14	15	16	18	17	19	23	23	23	—	23
F.	Aggregate Attendance		260	280	290	320	310	330	380	390	435	—	2,995
G.	Aggregate Absence		20	22	20	30	40	40	50	60	25	—	307
H.	Aggregate days of membership (F+G=H)		280	302	310	350	350	370	430	450	460	—	3,302
I.	Average membership (H+A=I)		14	15	15.5	17.5	17.5	18.5	21.5	22.5	23	—	18.5
J.	Average daily attendance (F+A=J)		13	14	14.5	16	15.5	16.5	19	19.5	22	—	16.8
K.	Percentage of attendance (F+H=K)		93%	93%	94%	91%	89%	89%	88%	87%	94%	—	91%
L.	Number of times tardy		5	8	10	12	11	18	24	26	22	—	136
M.	Number of pupils, included in B3, between the ages of 6-17, Inclusive		14	14	14	15	15	15	16	17	17	—	17
N.	Number of pupils, included in B3, between the ages of 7-15, Inclusive		10	10	11	11	11	11	12	13	13	—	13

NOTES:—At the end of the year: (a) Total lines A, F, G, H, and L; (b) carry the cumulative record of the last month of lines B, C, D, E, M, and N into the "Totals" column; (c) find the annual averages and annual percents for lines I, J, and K by dividing as indicated for each item. The "Totals" column will then be the annual report. (See explanation of terms)

TABLE II. AGE—GRADE DISTRIBUTION ON BASIS OF ORIGINAL ENTRIES SHOWN IN TABLE III

Count a pupil's age as of September 1st. The line items denote ages, and the columns denote grades. If, in your first grade there are 5 boys and 4 girls six years old; 6 boys and 5 girls seven years old; and 4 boys and 3 girls eight years old, you will indicate this by writing "5" and "4", respectively, in the two columns headed "First;" on line item marked "6"; by writing "6" and "5", respectively, in the two columns headed "First;" on item "7", etc.

Do not report Kindergarten enrollment unless your Board pays Kindergarten teacher's salary.

AGE	Kdr'n		First		Second		Third		Fourth		Fifth		Sixth		Seventh		Eighth		Ninth		Tenth		Eleventh		Twelfth		TOTAL
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	
a. Under 6																											
6																											
7																											
8																											
9																											
10																											
11																											
12																											
13																											
14																											
15																											
16																											
17																											
b. Total † (6-17, Inc.)																											
18																											
19																											
20																											
21																											
Total c. (18-21, Inc.)																											
d. Over 21																											
GRAND TOTAL (a+b+c+d)																											

†Do not include Line a (pupils under 6) in this total. *Classify high school pupils into grades on the basis of units earned, as grade VIII. 0 to 3½ units; grade IX, 4 to 7½ units; Grade X, 8 to 11½ units; grade XI, 12 or more units.

TABLE III. ORIGINAL ENTRIES, MEMBERSHIP, ATTENDANCE
(See Table 1A.)

†Kindergarten	First Year	Second Year	Third Year	Fourth Year	Fifth Year	Sixth Year	Seventh Year	Eighth Year	Ninth Year	Tenth Year	Eleventh Year	Twelfth Year
Boys				1	2	2						
Girls		2	1	1		2	2					
Total (B3)		2	1	2	2	2						
C. Re-Entries (C9)	1	1	1	1			1					
D. Losses (D5)		1		1								
E. Membership (B3+C9-D5=E)	1	2	2	2	2		1					
F. Aggregate Attendance (Omit days not taught)	32	18.5	18.9	218.5	250	141	147.5					
G. Aggregate Absence	8	34.5	21.5	29	28.5	24.5	27.5					
H. Aggregate days of Membership (F+G=H)	40	215.5	210.5	247.5	273.5	165.5	175					
I. Average Membership (H÷A=I)	2.9	15.7	11.5	1.8	2.01	1.2	1.2					
J. Average daily attendance (F÷A=J)	.2	1.3	1.3	1.5	2.8	1	1.7					
K. Percentage of attendance (F÷H=K)	80	85	89	88	90.7	86.6	84.2					
*Number pupils promoted from	1	2	2	2	2	1	1		XXX	XXX	XXX	XXX
Number pupils retained in									XXX	XXX	XXX	XXX
Number Transferred	None											

1. See "Explanation of Terms"

Footnotes:
*Count as promoted from an elementary grade (grades 1 to 8 inclusive) only those pupils who have completed the HIGH division or second half year's work.

†Report here only if you have regular Kindergarten classes taught by teachers holding Kindergarten Certificates.

N. B.—Total Number Promoted and Total Number Retained must agree with E.—Membership at close of year.

TABLE IV. TEACHER'S INDIVIDUAL REPORT

- Number of days school has been taught each month: 1st 18; 2nd 20; 3rd 20; 4th 20; 5th 19; 6th 20; 7th 20; 8th _____; 9th _____; 10th _____. Total 137. (Exclude observed holidays and other days school was closed.)
- Scheduled length of school term in days (number of days for which teacher's salary was paid) 140.
- Teacher's Training: State highest degree held elementary. If no degree, state number of years' training in college—3 yrs. _____; 2 yrs. _____; 1 yr. 1; in high school—4 yrs. 1; 3 yrs. or less _____.
(Report only highest training.)
- Highest valid Texas certificate upon which you are now teaching elementary obtained by examination? _____; by college work? 1.
- 5 Years teaching experience (include present year).
- 1 Years in present position (include present year).
- Grades or subjects taught by you: 2nd-7th 3rd.
- Salary of teacher (a) \$ 76 per month; (b) \$ 5.25 for the year.
- How many school desks in your room: single 23; double _____.
- Is your room provided with a teacher's desk and chair? Desk, no Chair.
- Have you a classroom library? yes. If so, how many volumes? 38. Value \$50. If no class library, is there a general school library available for the use of your pupils? yes.
- Have your pupils facilities adequate for their instructional needs? no.
- Have you an active P. T. A. meeting regularly at the school building? no.
- Do your trustees hold regular meetings? no.
- Are you a member of the T. S. T. A.? yes N. E. A.? _____.
- What are your recommendations for the improvement of the work in your room? new reference books.

The foregoing report is correct and true in all respects to the best of my knowledge and belief.

Approved _____
(Seal)

John L. Patterson
5-4-43

County Superintendent.

NOTE.—Your attention is respectfully called to Section 350 of the School Laws of Texas, Digest of 1935, which provides that teachers "shall make such reports at the end of the school term as may be prescribed by the State Superintendent, and until such term reports are made the Trustees shall not approve vouchers for last month's salaries, nor shall the County Treasurer pay the same."