

PRINCIPAL'S MEETING  
Douglass High School  
May 18, 1953  
7:30 p.m. to 9:00 p.m.

The principals met on the above date, Mr. Sydnor, chairman, presiding. The meeting was opened by repeating the Lord's Prayer. The minutes of the last meeting were read and accepted. Unfinished business was in order. The guiding principles were opened for discussion. The chairman was of the opinion we were not too clear in understanding the role of Principal, Supervisor and Director of Instruction as was stated in the last minutes. In order to have a better understanding there should be a guide or form of rules we may study so there will be a better understanding and no need of a feeling of fear or insecurity.

Mr. Gibson expressed his idea of the matter and assured us that a "Hand-book" was in the making where by we might study and understand the role of Principal, Supervisor and Director of Instruction.

Faculty meetings were discussed. In our minutes it stated, plan faculty meetings every two weeks or monthly and invite the one-room teachers and Miss Cauthorne. It was the wish of Mr. Emerick that we plan our meetings to discuss problems, make reports and work in study groups. By meeting often it would enable us to work out our problems and be helpful to each other.

Mrs. Redwood suggested since the larger schools would have more problems or problems they would not be interested in, why not let the one-room teachers work together, discuss their problems and do a little research? After a short period of expressions and suggestions, the body decided to elect a chairman for the one-room schools. Mrs. Redwood was elected and they would hold their meetings once a month which would be compatible with the faculty meetings in the larger schools. Mr. Gibson said, "There would be only one principals' conference wherein we could and would share our problems."

Mr. Sydnor turned the meeting over to Mr. Gibson to discuss new business.

I. Testing Program

A. Purpose

1. Not to test the teacher, but to find the weakness of the pupil and do something about them. A tool to work with and study.

B. Diagnostic

1. Miss Cauthorne will discuss the test results with each teacher and make necessary suggestions to follow.

II. Promotion Policy

A. Purpose

1. Help teachers, principals and supervisors and if necessary help to inform parents. Do not tell pupils their test score or grade level.
2. Be sure all I.Q.'s are on cumulative record.
3. Put the Grade Norm and Grade Level and not the test score on record.
4. Do not inform parents that their children are going to fail until the promotion policy has been completed. Discuss the matter fully with Miss Cauthorne, Mr. Gibson and Mr. Emerick if necessary.
5. Memo. 3/14/52 is to be read.

Principals Conference (contd)

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III. Special Attention: Memo. from Mr. Emerick

A. Read

1. To Principals 5/8/53
2. To All Principals 5/8/53
3. To Principals 1/15/52
4. To High School Principals 3/2/53

IV. Plans for Principals Conference for 1953-54

A. Committee

1. Chairman - Mr. Sydnor
2. Co-Chairman - Mr. Lacey
3. Secretary - Mrs. Ellis
4. Assistant Secretary - Mr. Alfred Talbot, Jr.

B. Who shall be on the committee?

1. Mr. Sydnor
2. Mr. Lacey
3. Mrs. Redwood
- 4.
5. Mr. Gibson
6. Miss Cauthorne

V. Bulletins

A. Return to Principals

- B. Test results returned to the principal or the guidance teacher and filed until next session.

VI. Calendar

A. Distribution

1. To principals as soon as possible.

VII. One-room Schools Meetings.

VIII. Special Attention from Miss Cuathorne.

1. Reading Progress Sheet, May 29, 1953.
2. Hearing results - carefully studied and follow-up.
3. Speech Clinic - A fine program one of the best in the county and will continue. Mrs. McDonald was very pleased with the work and cooperation shown by the teachers and the progress made by the children. In some cases the teacher has full charge of pupils. A fine spirit of cooperation and wonderful results throughout the county.
4. Do not place a child in any grade unless you have a record from the school the child is from. Nor should we demote the child until we are sure of his grade placement.

Miss Cauthorne said, "This has been a fine school term. The teachers have done a fine job. The test results show how hard they have worked not only in reading, but in all subjects."

Mr. Sydnor, chairman of the Principals Conference, thanked the principals for their cooperation. He mentioned the fine work they were doing and how he had enjoyed working with us.

Since this was the last meeting for this school term, Mr. Gibson closed the meeting by expressing his thanks for the cooperation that had been shown and how he had enjoyed working with us. We have enjoyed working with Mr. Gibson and looking forward to doing better things and continue pleasant meetings in 1953-54.

Stephen M. Sydnor, Chairman  
Henrietta G. Ellis, Secretary