

TERM REPORT—Elementary and High Schools

Division Woodson County District Peesburg (Town) School Woodson County Training
 Teacher Melton H. Henderson Race Negro School-Year 1934-35
 (Mr., Mrs., or Miss)

DIRECTIONS.—With ink write below in alphabetical order first the names of boys, and then the names of girls, giving in each case the surname first. Give in column two, age on September 1st. See the register for method of computing average attendance and percentage of attendance. Under school subjects below, write a fraction in proper space after each name, the numerator to show the grade the pupil is in for current session and the denominator the grade to which promoted; modify subject titles for high-school use.

NAMES OF PUPILS	No. of miles from school		Days on roll	Days present	Reading	Spelling	Writing	English	Mathematics	Community Study	French	Physical	Civics	Geography	Health Ed.	Physical Ed.	Biology
	1	2															
Brown, Annie	10	17	158	152				10/11	10/11	10/11	10/11						
Cook, Everett	18	19	158	145				11/9	11/9	11/9	11/9						11/9
Jones, Robert	1	19	158	154				11/9	11/9	11/9	11/9						11/9
Winston, James	1	18	158	150				11/9	11/9	11/9	11/9						11/9
Calvery, Helen	1	20	101	100							11/11	11/11					
Coe, Gillian	1	19	122	122				11/9	11/9	11/9	11/9						11/9
Cook, Nancy	18	17	158	150				11/9	11/9	11/9	11/9						11/9
Cook, Vivian	10	16	158	157				10/11	10/11	10/11	10/11						
Gee, Edith	10	18	158	144				11/9	11/9	11/9	11/9						11/9
Gee, Esther	10	16	158	153				10/11	10/11	10/11	10/11						
Robinson, Cleo	1	19	158	154				10/11	10/11	10/11	10/11						
Robinson, Mary	1	18	158	167				10/11	10/11	10/11	10/11						

SUMMARIES FOR TERM

No. of months taught Eight
 No. of days school was open 160
 No. days teacher was present 160

	Boys	Girls	Total
1. Total enrollment	4	8	12
2. Average daily attendance	3.8+	7.1+	11
3. Total days on roll	632	1171	1803
4. Total days present	604	1130	1734
5. Per cent attendance	95+	96+	96+
6. No. promoted grades 1-4			
7. No. failed grades 1-4			
8. No. dropped grades 1-4			
9. Total No. enr'd grades 1-4			
10. No. promoted grades 5-7			
11. No. failed grades 5-7			
12. No. dropped grades 5-7			
13. Total No. enr'd grades 5-7			
14. No. promoted grades 8-9			
15. No. failed grades 8-9			
16. No. dropped grades 8-9			
17. Total No. enr'd grades 8-9			
18. No. promoted grades 10-11	4	7	11
19. No. failed grades 10-11			
20. No. dropped grades 10-11		1	1
21. Total No. enr'd grades 10-11	4	8	12
22.			

NOTE.—The totals, boys and girls, items 6, 7 and 8 above, will be the same as the total, boys and girls, item 9; in the same way the totals for items 10, 11 and 12 will equal the total for item 13; the totals for items 14, 15 and 16, will equal the total for item 17; and the totals for items 18, 19 and 20, will equal the total for item 21. The total of items 9, 13, 17 and 21, will equal the total of item 1. This careful checking of the above table shall be made before the report is turned in at the superintendent's office. The items of the above table must agree with the corresponding items in the age-grade distribution table shown on the other side of this sheet. Note the special instructions given under this table.

INSTRUCTION

- 25. Could pupils secure textbooks at contract prices? Yes
- 26. No. hours devoted to instruction in elementary school branches 3 1/2
- 27. No. hours devoted to instruction in high school branches 5 1/2
- 28. Did you use State course of study? Yes
- 29. Is there a United States flag on school-house? Yes

TERM REPORT—Elementary and High Schools

Division Loudoun County District Leesburg (Town) School Loudoun County Training
 Teacher Archie H. Lucas Race Negro School Year 1935-36
 (Mr., Mrs., Miss)

DIRECTIONS.—With ink write below in alphabetical order first the names of boys, and then the names of girls, giving in each case the surname first. Give in column two, age on September 1st. See the register for method of computing average attendance and percentage of attendance. Under school subjects below, write a fraction in proper space after each name, the numerator to show the grade the pupil is in for current session and the denominator the grade to which promoted; modify subject titles for high school use.

NAMES OF PUPILS	No. of miles from school	Age	Days on roll	Days present	Reading	Spelling	Writing	English	Mathematics	Community Study	French	Hist.	Physic	Hist.	Civics	Geography	Health Ed.	Physical Ed.	Biolog
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	
Berry, Lawrence	1/2	15	159	144				10/11	10/11		10/11		10/11						10/11
Brown, Aolie	10	17	159	149				11/12	11/12		11/12	11/12							11/12
Cook, Philip	18	15	159	153				10/11	10/11		10/11		10/11						10/11
Cook, Robert	18	16	159	151				10/11	10/11		10/11		10/11						10/11
Johnson, Charles	1/2	16	159	149				10/11	10/11		10/11		10/11						10/11
Jones, John	1/4	18	159	145				10/11	10/11		10/11		10/11						10/11
Pinkney, William	1	19	159	150				11/12	11/12		11/12	11/12							11/12
Allen, Doris	1	16	159	153				10/11	10/11		10/11		10/11						10/11
Bolden, Doris	18	15	159	158				10/11	10/11		10/11		10/11						10/11
Clark, Eleanor	9	18	159	146				10/11	10/11		10/11		10/11						10/11
Johnson, Lonne	1/4	16	159	156				10/11	10/11		10/11		10/11						10/11
Lee, Esther	10	17	158	133				11/12	11/12		11/12	11/12							11/12
Robinson, Grew	1/4	19	159	159				11/12	11/12		11/12	11/12							11/12
Robinson, Mary	1/4	18	159	159				11/12	11/12		11/12	11/12							11/12
Strange, Fezella	1/2	20	9	9				11/11	11/11		11/11	11/11							11/11
Walker, Clarissa	7	16	159	157				10/11	10/11		10/11		10/11						10/11

SUMMARIES FOR TERM

No. of months taught	<u>eight</u>		
No. of days school was open	<u>160</u>		
No. days teacher was present	<u>160</u>		
	Boys	Girls	Total
1. Total enrollment	<u>7</u>	<u>9</u>	<u>16</u>
2. Average daily attendance	<u>6.54</u>	<u>7.73</u>	<u>14.27</u>
3. Total days on roll	<u>1113</u>	<u>1280</u>	<u>2393</u>
4. Total days present	<u>1041</u>	<u>1230</u>	<u>2271</u>
5. Per cent attendance	<u>93.4</u>	<u>96.1</u>	<u>94.75</u>
6. No. promoted grades 1-4			
7. No. failed grades 1-4			
8. No. dropped grades 1-4			
9. Total No. enr'd grades 1-4			
10. No. promoted grades 5-7			
11. No. failed grades 5-7			
12. No. dropped grades 5-7			
13. Total No. enr'd grades 5-7			
14. No. promoted grades 8-9			
15. No. failed grades 8-9			
16. No. dropped grades 8-9			
17. Total No. enr'd grades 8-9			
18. No. promoted grades 10-11	<u>7</u>	<u>8</u>	<u>15</u>
19. No. failed grades 10-11			
20. No. dropped grades 10-11		<u>1</u>	<u>1</u>
21. Total No. enr'd grades 10-11	<u>7</u>	<u>9</u>	<u>16</u>
22.			

NOTE.—The totals, boys and girls, items 6, 7 and 8 above, will be the same as the total, boys and girls, item 9; in the same way the totals for items 10, 11 and 12 will equal the total for item 13; the totals for items 14, 15 and 16, will equal the total for item 17; and the totals for items 18, 19 and 20, will equal the total for item 21. The total of items 9, 13, 17 and 21, will equal the total of item 1. This careful checking of the above table shall be made before the report is turned in at the superintendent's office. The items of the above table must agree with the corresponding items in the age-grade distribution table shown on the other side of this sheet. Note the special instructions given under this table.

INSTRUCTION

25. Could pupils secure textbooks at contract prices? Yes
26. No. hours devoted to instruction in elementary school branches _____
27. No. hours devoted to instruction in high school branches 5 1/2
28. Did you use State course of study? Yes
29. Is there a United States flag on school house? Yes

(OVER)

file

VIRGINIA STATE DEPARTMENT OF EDUCATION

PRELIMINARY ANNUAL HIGH SCHOOL REPORT

Loudoun County Training High School—Session 1936-37 Date of opening Sept. 23, 1936
Loudoun County City or County Post Office Leesburg, Va. Race Negro

HIGH SCHOOL INSTRUCTORS

1	2	3	4	5	6	7	8	9
FULL NAME	Yrs. of Teaching	Virginia Certificate held. List Subjects actually Authorized on Certificate. Abbreviate these items.	Date Cert. Expires	College Attended	Degree	Subjects Taught	Hrs. Taught per Week (this H.S.)	Annual Salary
Principal <u>Archie H. Lucas</u>	<u>1</u>	<u>Colligiate Professional</u> <u>Sp. Math, Eng., Hist.</u>	<u>1945</u>	<u>Va. Union Univ.</u>	<u>B.S.</u>	<u>Chem., Biol., Eng., Hist., Civics</u>	<u>23</u>	<u>\$40.60</u>
Full-time H. S. Teachers								
1. <u>Elythe O. Harwin</u>	<u>10</u>	<u>Special Colligiate</u> <u>French, Eng. Math</u>	<u>1939</u>	<u>University of Pitt.</u>	<u>A.B.</u>	<u>French, Eng. Math.</u>	<u>23</u>	<u>\$520.00</u>
2.		<u>French, Eng. Math</u>		<u>Va. State</u>				
3.		<u>Miss. Soc. Sci.</u>						
4.								
5.								
Part-time H. S. Teachers								
1.								
2.								
3.								

Enrollment in High School	Gr. 8	Gr. 9	Gr. 10	Gr. 11	Gr. 12	Total
Boys	<u>12</u>	<u>6</u>	<u>1</u>	<u>5</u>		<u>24</u>
Girls	<u>14</u>	<u>8</u>	<u>7</u>	<u>5</u>		<u>34</u>
Total	<u>26</u>	<u>14</u>	<u>8</u>	<u>10</u>		<u>58</u>

- If either or both of the following elementary grades have been departmentalized with the high school, give the enrollment:
6th Grade _____ 7th Grade _____
- Total enrollment in other Elementary Grades (do not duplicate enrollments given above): Boys 56 Girls 55
- Number full-time teachers:
Elementary

M	W
<u>1</u>	<u>2</u>

 High

M	W
<u>1</u>	<u>1</u>
- Number part-time teachers:
Elementary

M	W
<u>6</u>	<u>0</u>

 High

M	W
<u>6</u>	<u>0</u>
- Average number of pupils per teacher:
Elementary 37 High 29
- Average annual salary of teachers:
(Omit principal's salary) Elementary \$420.00 High \$520.00
- Length of term on teachers' contracts:
Elementary 8 mo. High 8 mo.
- How many teachers in the Elementary Grades hold certificates lower than Normal Professional? 2
- Are permanent records of pupils' work kept? yes
- Library:
Is there a separate library room? no Size _____
Are books catalogued? no Classified? yes
Librarian: Full-time _____ Part-time _____
No. hrs. library open _____ No. student assistants _____
Total number of volumes _____
Magazine subscriptions _____ Newspaper subscriptions _____

- Seating capacity of auditorium _____
- Size of lot in acres or blocks 1 acre
- Number of classrooms: Elementary 3 High 2
- Is there a separate room for Principal's office? no
- Number of separate rooms for laboratory work none
- Cost of laboratory equipment: (Omit furniture)
Physics \$10 Chemistry \$15 General Science \$5
Home Economics _____ Agriculture _____ Biology \$5
Total \$35.00
- Cost of equipment for Industrial Arts _____
- Cost of equipment for Commercial Course _____
- Graduates of last session:
Number who went to colleges and professional schools offering degrees: Boys _____ Girls _____
Number who went to trade and business schools: Boys _____ Girls _____
- Total number of units required for graduation 16
- Periods devoted to supervision (visiting classes) by Principal daily one period of 45 min.
- Is there an organized program in Physical and Health education? yes
- Are organized classes in Vocal Music offered? yes
- Are organized classes in Art (such as drawing, painting, modeling, etc.) offered? _____
- What date has been set for closing school? May 20, 1936

I hereby certify that this report is correct.

Archie H. Lucas
Principal High School
Leesburg, Va.
Address for Mail

I have reviewed this report and certify that it is correct.

O. H. Emerick
Division Superintendent
Nov. 4, 1936
Date

PROGRAM OF STUDIES

Fill all blanks in detail. List basal textbooks used. Show the four-year program and not merely classes offered in the current session.

COURSE OF STUDY	Number of Periods Per Week	Number of Weeks in Course	Minutes in Each Recitation	NUMBER IN EACH COURSE		Number of Sections	TITLES OF TEXT BOOKS USED
				Boys	Girls		
1st YEAR							
English*	5	32	40	18	22	1	Clark, Starnes, Stigler - "The Highway to English"
Mathematics	5	32	40	12	14	1	Stroyer, Upton - "Junior Mathematics"
Science { Rec.	5	32	45	13	14	1	Clement, Collier, Thurston - "General Science"
{ Lab.							
Social Studies*	5	32	45	18	22	1	Webster - "History of Mankind"
Latin							
French							
Phys. & Health Ed.							
2nd YEAR							
English*	5	32	40	6	8	1	Clark, Starnes, Stigler - "The Highway to English"
Mathematics	5	32	40	6	8	1	Nelle & Hart - "New High School Algebra"
Science { Rec.	4	32	45	6	8	1	Smallwood, Revely, Bailey - "New Biology"
{ Lab.	1		45	6	8	1	
Social Studies*	5	32	45	6	8	1	Webster - "History of Mankind"
Latin							
French							
Phys. & Health Ed.							
3rd YEAR							
English*	5	32	40	1	6	1	Miler, Pooley, Greenlaw - "Lit. and Life"
Mathematics	5	32	45	1	7	1	Nelle & Hart - "Plane Geometry"
Science { Rec.							
{ Lab.							
Social Studies*	5	32	40	6	9	1	Smith, Davis, McChere - "Gov. in the U.S."
Latin							
French	5	32	45	3	9	1	Cochran, Eddy, Redfield - "Basic French"
Phys. & Health Ed.							
4th YEAR							
English*	5	32	45	5	5	1	Miler, Pooley, Greenlaw - "Lit. and Life"
Mathematics							
Science { Rec.	3	32	40	5	5	1	Jaffe - "New World of Chemistry"
{ Lab.	2	32	40	5	5	1	
Social Studies*	5	32	40	5	5	1	Smith, Davis, McChere - "Gov. in the U.S."
Latin							
French	5	32	45	5	5	1	Fraser & Squair - "Complete French Grammar"
Phys. & Health Ed.							

Indicate by a star (*) classes which are alternated or combined.

VIRGINIA STATE BOARD OF EDUCATION

DAILY SCHEDULE OF HIGH SCHOOL RECITATIONS

Loudoun County Training High School

Leesburg, Va. Post Office

1936-37 Session

Loudoun County

(Show all duties of principal and each teacher, such as supervision, library, study hall, office, etc.)

TEACHERS' NAMES	Archie Lucan		Edythe O. Harris									
	SUBJECTS AND *GRADE	NO. IN CLASS	SUBJECTS AND *GRADE	NO. IN CLASS	SUBJECTS AND *GRADE	NO. IN CLASS	SUBJECTS AND *GRADE	NO. IN CLASS	SUBJECTS AND *GRADE	NO. IN CLASS	SUBJECTS AND *GRADE	NO. IN CLASS
9:15-9:55	(8.) Gen. Science	26	(10.) French	12								
9:55-10:35	(9.) Biology	14	(11.) French	10								
10:35-11:15	(8.) & (9.) History	40	(10.) Geometry	8								
11:15-12:00	Gen. Activities		Gen. Activities									
12:00-1:00	Lunch		Lunch									
1:00-1:40	(10.) & (11.) Civics	17	(9.) Algebra	14								
1:40-2:20	(11.) Chemistry	10	(8.) Algebra	26								
2:20-3:00	(10.) & (11.) English	17	(8.) & (9.) English	40								
3:00-3:30	Supervised Study		Supervised Study									

Per cent of pupils taking four classes of one unit credit value each (include agriculture)..... 86

Per cent of pupils taking more than four classes of one unit credit value each..... 14

Per cent of pupils taking less than four classes of one unit credit value each..... 0

Total..... 100%

*In listing classes indicate the grade as English 9th Gr., Math. 10th Gr., etc.

Archie H. Lucan Principal

VIRGINIA STATE DEPARTMENT OF EDUCATION

Annual Library Report For High and Elementary Schools

Loudoun County Training School Session 1936-37 Race Negro
Loudoun County City or County Date of opening Sept. 23, 1936 Post office Leesburg, Va.

EQUIPMENT

Is there a separate library room?.....No Size of room..... Number of tables.....
 Has adequate shelving been provided?..... Pamphlet file?..... Number of chairs.....
 Are elementary and high school books shelved in same room?.....No Are they shelved separately?.....yes
 Were any elementary books distributed as grade libraries last year?..... Bookcase in each classroom?.....yes
 Is there a magazine rack?..... a loan desk?..... a catalog case?..... a bulletin board?.....

LIBRARIAN, BOOKS, APPROPRIATION, LIBRARY LESSONS AND ORGANIZATION

No. volumes at beginning of last year..... <u>70</u>	Total pupils enrolled.....	High School..... <u>58</u>	*Elementary School..... <u>111</u>
No. volumes lost and discarded last year..... <u>6</u>	Are all pupils regularly scheduled to spend time in the library?.....		
No. volumes added last year..... <u>65</u>	Approximate number of pupils who borrow books regularly.....		
Total number volumes now in library..... <u>12</u>	Is a record of each pupil's reading kept?.....		
Are books accessioned? (listed when acquired)..... <u>No</u>	No. volumes loaned last year..... <u>30</u>	<u>30</u>	<u>20</u>
Are books cataloged?..... <u>No</u>	(Count each volume each time it was loaned.)		
Are books labeled or marked?..... <u>yes</u>	No. vols. appropriate for use in grades one to five.....		<u>30</u>
Amount spent for reading material last year.....	Classify volumes: Reference..... <u>20</u>	Science..... <u>14</u>	
Amount spent for supplies last year.....	History, Biography and Travel..... <u>20</u>	Guidance.....	
No. hours librarian in library each day.....	Useful Arts..... <u>9</u>	Fine Arts.....	
No. hours library open each day.....	Literature..... <u>20</u>	Sociology..... <u>6</u>	Miscellaneous..... <u>40</u>
No. student assistants.....	No. of magazines..... <u>50</u>	No. of newspapers.....	
State amount per pupil enrolled appropriated by the school board for books, etc., last year.....	High:.....	*Elem.....	
State amount that you secured from other sources for books and other reading material last year.....	High:.....	*Elem.....	
State how this additional money or material was secured.....			

Has librarian had training?..... Amount of training.....

Number of students who completed the suggested twelve lesson course in the use of the library..... High..... *Elem.....

Is there a library club?..... Is library used during vacation?..... Are books used by the community?.....yes

In what way can the State Director of School Libraries help you with your library problems either now or in the future?
There is little to be done until we get a separate library room.

List on the back of this report anything that you have done in your library which you think might be helpful to other libraries
 *(To be filled in by consolidated schools in which elementary grades are taught.)

 Librarian Archie H. Lucas
Principal

 School address Division Superintendent

RACE Negro

Return please
FINAL ANNUAL HIGH SCHOOL REPORT

TO STATE DEPARTMENT OF EDUCATION, RICHMOND, VIRGINIA

Session 1936-37 Date of Closing May 18, 1937
Loudoun County High School Leesburg, Virginia Post Office
Loudoun County May 24, 1937 Date of Report

HIGH SCHOOL ENROLLMENT AT END OF YEAR

	BOYS	GIRLS	TOTAL
8th Grade	12	17	29
9th Grade	6	8	14
10th Grade	1	6	7
11th Grade	5	5	10
12th Grade			
Total	24	36	60
NUMBER GRADUATED	5	5	10
GRADUATES RETURNED FOR ADDITIONAL WORK			

- Actual number days taught in High School Department 158
- " " " " " Elementary Grades 159
- Aggregate days on roll in High School Department 8687
- " " in attendance High School Department 7773
- Percent in average daily attendance in H. S. Dept. (Divide Item 4 by Item 3) 89.4
- Number in average daily attendance in H. S. Dept. 48.8
- " " " " " " " Elem. Dept. 79.66
- Per capita cost instruction High School Department (Divide total High School salaries by Item 6. Use all principal's salary. Use all part-time teachers' salaries not directly chargeable to Elementary School or some other High School) \$25.92
- Per capita cost instruction Elementary Grades (Divide total annual salaries of Elementary teachers by Item 7) 15.60
- Number dropped from High School Department 8.
- Percent dropped from High School Department (Divide number dropped by total High School enrollment) 13.3
- Number of subject failures in High School Department 6.
- Percent subject failures High School Department (Divide Item 12 by sum of enrollments in the various subjects offered) 10.
- Annual salary of High School principal \$640.00
- Periods principal teaches daily 6

Which, if any, of the following grades have been organized as a part of the High School for departmentalized instruction?
 Answer _____

ELEMENTARY ENROLLMENT AT END OF YEAR

	BOYS	GIRLS	TOTAL
1st to 5th Grades, inclusive	38	36	74
6th Grade	2	4	6
7th Grade	2	5	7
Total	42	45	87

LIST NAMES OF GRADUATES OF CURRENT YEAR

BOYS		AGE	GIRLS		AGE
<i>Lawrence Berry</i>		<i>16</i>	<i>Doris Allen</i>		<i>17</i>
<i>Philip Cook</i>		<i>16</i>	<i>Doris Bolden</i>		<i>16</i>
<i>Robert Cook</i>		<i>17</i>	<i>Eleanor Clark</i>		<i>20</i>
<i>Charles Johnson</i>		<i>17</i>	<i>Anne Johnson</i>		<i>17</i>
<i>John Jones</i>		<i>19</i>	<i>Claudia Walker</i>		<i>17</i>

(Use supplementary sheets or back of this report, if necessary)

I hereby certify that this report is correct.
Archie H. Lucas
 Principal of High School.

I have reviewed this report and certify that it is correct.
O.H. Emerich
 Division Superintendent.

TERM REPORT—Elementary and High Schools

Division Loudoun District Leesburg School Loudoun County Training
 Teacher (Mr.) Archie H. Lucan Race Colored School Year 1936-37
 (Mr., Mrs., or Miss)

DIRECTIONS.—With ink write below in alphabetical order first the names of boys, and then the names of girls, giving in each case the surname first. Give in column one, age on September 1st. See the register for method of computing average attendance and percentage attendance. In column four below, write a fraction in proper space after each name, the numerator to show the grade the pupil is in for current session and the denominator the grade to which promoted; in schools where promotion is by subjects, use numerator and denominator under appropriate subject to show grade status; modify subject titles for high school use.

NAMES OF PUPILS	Age			Grade	Language Arts*	Social studies**	ALGEBRA	Fine and Industrial Arts	MUSIC	GEOGRAPHY	Physical and Health Ed.	Home Economics	Science	FRENCH	CHEMISTRY	HISTORY	No. of miles from school
	1	2	3														
Berry, Lawrence	16	159	155	11/12	11/12	11/12								11/12	11/12		1
Book, Philip	16	153	135	11/12	11/12	11/12								11/12	11/12		19
Book, Robert	17	153	142	11/12	11/12	11/12								11/11	11/12		19
Johnson, Charles	17	159	134	11/12	11/12	11/12								11/12	11/12		1/2
Jones, John	19	159	126	11/12	11/12	11/12								11/11	11/12		1/2
Lewis, William	19	159	132	10/11	10/11	10/11				10/11				10/10			1/2
Allen, Doris	17	159	150	11/12	11/12	11/12								11/12	11/12		2
Baldin, Doris	16	159	151	11/12	11/12	11/12								11/12	11/12		2
Belack, Eleanor	20	159	146	11/12	11/12	11/12								11/12	11/12		9
Ferrell, Louise	17	159	154	10/11	10/11	10/11				10/11				10/11			7
Finger, Pearl	17	159	130	10/11	10/11	10/11				10/11				10/11			1/4
Johnson, Anne	17	159	153	11/12	11/12	11/12								11/12	11/12	11/12	1/4
Lee, Ellen	15	159	145	10/11	10/11	10/11				10/10				10/10			1
Walker, Ida Mae	20	159	141	10/11	10/11	10/11				10/10				10/11			10
Radcliffe, Audria	16	159	125	10/11	10/11	10/11				10/11				10/11			7
Raney, Luvenia	16	159	156	10/11	10/11	10/11				10/11				10/11			9 1/2
Walker, Melvina	17	159	157	11/12	11/12	11/12								11/12	11/12	11/12	7

SUMMARIES FOR TERM

No. of months taught	8		
No. of days school was open	159		
No. days teacher was present	157		
	Boys	Girls	Total
1. Total enrollment	6	11	17
2. Average daily attendance	5.18	10.11	15.29
3. Total days on roll	942	1749	2691
4. Total days present	824	1608	2432
5. Per cent attendance	88.4	91.9	90.1
6. No. promoted grades 1-4			
7. No. retained grades 1-4			
8. No. dropped grades 1-4			
9. Total No. enr'd grades 1-4			
10. No. promoted grades 5-7			
11. No. retained grades 5-7			
12. No. dropped grades 5-7			
13. Total No. enr'd grades 5-7			
14. No. promoted grades 8-9			
15. No. retained grades 8-9			
16. No. dropped grades 8-9			
17. Total No. enr'd grades 8-9			
18. No. promoted grades 10-11	6	11	17
19. No. retained grades 10-11			
20. No. dropped grades 10-11			
21. Total No. enr'd grades 10-11	6	11	17
22.			
23.			

NOTE.—The totals, boys and girls, items 6, 7 and 8 above, will be the same as the total, boys and girls, item 9; in the same way the totals for items 10, 11 and 12 will equal the total for item 13; the totals for items 14, 15 and 16, will equal the total for item 17; and the totals for items 18, 19 and 20, will equal the total for item 21. The total of items 9, 13, 17 and 21, will equal the total of item 1. This careful checking of the above table shall be made before the report is turned in at the superintendent's office. The items of the above table must agree with the corresponding items in the age-grade distribution table shown on the other side of this sheet. Note the special instructions given under this table.

- ### INSTRUCTION
- No. pupils supplied with textbooks by school board?
 - Could pupils secure textbooks at contract prices? yes
 - No. hours devoted to instruction in elementary school branches
 - No. hours devoted to instruction in high school branches 5 1/2
 - Did you use State course of study? yes
 - Is there a United States flag on school-house? yes

(OVER)

* Language Arts, Reading, Spelling, Writing, Drawing, Language.
 ** Social Studies—Geography, History, Civics, Community Study.

Annual Library Report For High and Elementary Schools

Loudoun County Training School Address (Street and Postoffice) Leesburg, Va.
Loudoun County City or County Date of Opening Sept. 23 Session 1937-38 Race Colored

Enrollment: Elementary 99 High School 66 Total 165
 (Please give data for elementary and high schools separately. Answer "Yes" or "No" unless question requires other information.)

	Elem. School	High School		Elem. School	High School
ROOMS AND EQUIPMENT:			BOOKS:		
Separate library room.....	No	No	No. volumes last report.....	40	200
Size of reading room.....			No. volumes lost and discarded.....	0	0
Number tables.....			No. volumes added.....	40	20
Number chairs.....			Total no. volumes now in library.....	80	220
Sufficient shelving.....	No	No	Classify volumes:		
Shelving adjustable.....	No	No	000-099, General Works, Encyclopedias, etc.	1 vol.	21 vol.
Bulletin board.....	No	Yes	100-199, Philosophy.....		5 vol.
Magazine rack.....	No	Yes	200-299, Religion, Mythology.....		4 vol.
Newspaper rack.....	No	No	300-399, Sociology.....		2.5 vol.
Vertical file case.....	No	No	400-499, Language.....	30 vol.	
Card catalog case.....	No	No	500-599, Science.....		18 vol.
Librarian's desk.....	No	No	600-699, Useful Arts.....		
Librarian's workroom.....	No	No	700-799, Fine Arts.....		
Typewriter.....	No	No	800-899, Literature.....	15 vol.	25 vol.
Elementary and high school books shelved in same room.....	No	Yes	900-999, History, Biography, Travel.....	15 vol.	46 vol.
Classroom book-collection in each grade.....	No	Yes	F - Fiction.....	10 vol.	25 vol.
Bookcase in each classroom.....	No	Yes	ORGANIZATION:		
FINANCES:			Up-to-date accession record.....	No	No
Receipts			Books classified by Dewey-Decimal system.....	No	No
State funds.....	None	None	Card loan system.....	No	No
School board appropriation.....	None	None	Card shelf list.....	No	No
Other Sources (state how secured) <i>The P.T.A. assisted in purchasing a set of Encyclopedias.</i>	P.T.A.	P.T.A.	Card catalog.....	Yes	Yes
Expenditures			Record of pupil's reading.....	Yes	Yes
Books.....	\$35.00	\$35.60	Approximate number of pupils who borrow books regularly.....	25	30
Binding and mending.....			Are all pupils regularly scheduled to spend time in the library?.....	No	No
Magazines (No. subscriptions.....)			No. library lessons given each grade.....		
Newspapers (No. subscriptions.....)			(At least 12 are suggested for high school. See State Course of Study for High Schools).		
Supplies.....			No. students who completed suggested 12 lesson course in use of library.....		
Furniture.....			No. hours library is open each day.....	5 hrs	5 hrs.
LIBRARIAN:			Always supervised by a faculty member?.....		
Training of high school librarian (Session hours of library science).....	None		Number of members in library club?.....	None	
Name School of Library Science attended.....			Is the library used during vacation?.....	No	No
Annual salary of librarian.....			Are books used by the community?.....	No	No
No. hours librarian in library daily.....			In what way can the State Director of School Libraries help you with your library problems either now or in the future? <i>We are handicapped for want of space.</i>		
Other duties of librarian (subjects taught).....					
<i>We use one of our regular teachers as librarian.</i>					

(Give above information for assistant librarians and elementary school librarians on back of this sheet).

List on the back of this report anything that you have done in your library which you think might be helpful to other librarians.

Archie H. Lucas Librarian Leesburg, Va. School Address
Archie H. Lucas Principal
O.H. Emerich Division Superintendent

VIRGINIA STATE DEPARTMENT OF EDUCATION
PRELIMINARY ANNUAL HIGH SCHOOL REPORT

Loudoun County High School—Session 1937-38 Date of opening Sept. 23, 1937
Loudoun County City or County Post Office Leesburg, Va. Race Negro

HIGH SCHOOL ENROLLMENT

	GRADE 8	GRADE 9	GRADE 10	GRADE 11	GRADE 12	TOTAL
BOYS	9	10	4	1		24
GIRLS	14	10	7	7		38
TOTAL	23	20	11	8		62

1. If either or both of the following Elementary Grades have been departmentalized with the high school, give the enrollment:
 6th Grade _____ 7th Grade _____
2. Total enrollment in other Elementary Grades of this high school (do not duplicate enrollments given above):
 Boys 55 Girls 50

3. Number of teachers:

High School _____ Full-time _____
 _____ Part-time _____
 Elementary School _____ Full-time _____
 _____ Part-time _____

	Men	Women
High School Full-time	1	1
High School Part-time		
Elementary School Full-time	1	2
Elementary School Part-time		

4. Pupil—Teacher Ratio:

High School	$\frac{31}{1}$	$\frac{62}{2}$
Elementary School	$\frac{35}{1}$	$\frac{105}{3}$

(Divide enrollment by number of teachers, using appropriate fractions for part-time teachers and including principal and librarian.)

5. Graduates of last session:

Number who went to college and professional schools offering degrees { Boys 0
 Girls 4
 Number who went to trade and business schools { Boys 0
 Girls 0

6. Average annual salary of teachers: (Omit principal's salary)

High \$520.00 Elementary \$420.00

7. Length of term on teachers' contracts:

High 9 mo. Elementary 9 mo.

8. Are permanent records of pupils' work kept? yes

9. Library:

Is there a separate library room? no Size _____
 Are books catalogued? no Classified? yes
 Librarian: Full-time _____ Part-time _____
 No. hrs. library open _____ No. student assistants _____
 Total number of volumes _____
 Magazine subscriptions _____ Newspaper subscriptions _____

10. Seating capacity of auditorium _____

11. Size of lot in acres or blocks 1 acre

12. Number of classrooms: High 2 Elementary 3

13. Is there a separate room for Principal's office? no

14. Number of science laboratories 0

15. Cost of laboratory equipment: (Omit furniture)

Physics \$20.00 Chemistry \$25.00 General Science \$15.00
 Home Economics _____ Agriculture _____ Biology \$5.00
 Total \$75.00

16. Cost of equipment for Industrial Arts _____

17. Cost of equipment for Commercial Course _____

18. Total number of units required for graduation 16

19. Periods per week devoted to supervision (visiting classes) by Principal 3

20. How many minutes per week devoted to Physical Education? 200

21. Acreage of usable play space $\frac{1}{2}$ acre

22. How many square yards of indoor space available for Physical Education? 40

23. Are organized classes in Music offered? yes Vocal yes Inst. no

24. Are organized classes in Art (such as drawing, painting, modeling, etc.) offered? _____

25. What date has been set for closing school? May 19, 1938

I hereby certify that this report is correct.

I have reviewed this report and certify that it is correct.

Archie H. Lucas

Principal High School

O. L. Emeick

Division Superintendent

Leesburg, Va.

Address for Mail

Oct. 29, 1938

Date

PROGRAM OF STUDIES

Fill all blanks in detail. List principal textbooks used. Show the four-year program and not merely classes offered in the current session.

COURSES OF STUDY (Use blank spaces for courses not listed.)	Number of Weeks in Course	Number of Periods Per Week	Minutes in Each Period	NUMBER IN EACH COURSE		Number of Sections	PRINCIPAL TEXT BOOKS USED
				Boys	Girls		
1st YEAR							
English*	32	5	45	9	14	1	Clark, Starnes, Styler; "The Highway to English"
Social Studies*	32	5	45	9	14	1	Muzzy, "History of the American People"
	32	5	45			1	Webster, "History of Mankind"
Science	32	5	45	9	14	1	Clement, Collier, Thurston; "Our Surroundings"
Mathematics	32	5	45	9	14	1	Stroyer, Upton; "Junior Mathematics"
Phys. & Health Ed.							
2nd YEAR							
English*	32	5	45	10	10	1	Clark, Starnes, Styler; "The Highway to Eng"
Social Studies*	32	5	45	10	10	1	Muzzy, "History of the American People"
	32	5	45			1	Webster, "History of Mankind"
Science	32	5	45	10	10	1	Smallwood, Revelley, Bairly; "New Biology"
Mathematics	32	5	45	10	10	1	Wells & Hart, "High School Algebra"
Phys. & Health Ed.							
Latin							
French							
3rd YEAR							
English*	32	5	45	4	7	1	Miles, Pooley, Greenlaw; "Lit & Life"
Social Studies*	32	5	45	4	7	1	Burch & Patterson; "Problems of American Democracy"
	32	5	45			1	Smith, Davis, McClure; "Gov. in the U.S."
Science	32	5	45	4	7	1	
Mathematics	32	5	45	4	7	1	Wells & Hart; "Plane Geometry"
Phys. & Health Ed.							
Latin							
French	32	5	45	4	7	1	Cochran, Eddy, Redfield; "Basics French"
4th YEAR							
English*	32	5	45	1	7	1	Miles, Pooley, Greenlaw; "Lit & Life"
Social Studies*	32	5	45	1	7	1	Burch & Patterson; "Problems of American Democracy"
	32	5	45			1	Smith, Davis, McClure; "Gov. in the U.S."
Science	32	5	45	1	7	1	Jaffe; "New World of Chemistry"
Mathematics	--	5	45	1	7	1	
Phys. & Health Ed.							
Latin							
French	32	5	45	1	7	1	Frasier & Squire; "Complete French Grammar"

Indicate by a star (*) classes which are alternated or combined,

VIRGINIA STATE DEPARTMENT OF EDUCATION
HIGH SCHOOL INSTRUCTORS

FULL NAME OF TEACHER (If married teacher's name differs from that on present certificate, give both names.)	YEARS OF TEACHING	VIRGINIA CERTIFICATE HELD	DATE CERTIFICATE EXPIRES	DEGREE	COLLEGE ATTENDED	SUBJECTS AUTHORIZED ON CERTIFICATE	SUBJECTS TAUGHT	HOURS TAUGHT PER WEEK (This H. S.)	ANNUAL SALARY
Principal <i>Archibald H. Lucas</i>	2	<i>Collegiate Professional</i>	1945	B.S.	<i>W. Union University</i>	<i>French, Eng., Science, Hist., Math.</i>	<i>Eng., Science, Hist.</i>	22 1/2	\$640.00
Full-time H. S. Teachers									
1. <i>Elythe D. Harris</i>	11	<i>Special</i>	1939	B.S.	<i>Part University Va. State</i>	<i>Eng., Math., Hist., Soc. Sci.</i>	<i>French, Eng., Math.</i>	22 1/2	\$520.00
2.									
3.									
4.									
5.									
6.									
7.									
8.									
Part-time H. S. Teachers									
1.									
2.									
3.									
4.									
5.									



VIRGINIA STATE BOARD OF EDUCATION

DAILY SCHEDULE OF HIGH SCHOOL RECITATIONS

Loudoun County

High School

Leesburg, Va.

Post Office

1937-38

Session

Loudoun

County

(Show all duties of principal and each teacher, such as supervision, library, study hall, office, etc.)

TEACHERS' NAMES	Archie H. Lucas		Elythe O. Harris									
	SUBJECTS AND *GRADE	No. IN CLASS	SUBJECTS AND *GRADE	No. IN CLASS	SUBJECTS AND *GRADE	No. IN CLASS	SUBJECTS AND *GRADE	No. IN CLASS	SUBJECTS AND *GRADE	No. IN CLASS	SUBJECTS AND *GRADE	No. IN CLASS
9:15-10:00	(8) Gen. Science	23	(10) French	14								
10:00-10:45	(9) Biology	20	(11) French	8								
10:45-11:30	(8) & (9) History	43	(10) Geometry	11								
11:30-12:00	Supervision		Gen. Activities									
12:00-1:00	Lunch		Lunch									
1:00-1:45	(10) & (11) Civics	19	(9) Algebra	20								
1:45-2:30	(11) Chemistry	14	(8) Algebra	23								
2:30-3:15	(10) & (11) English	17	(8) & (9) English	43								
3:30	Dismissal		Dismissal									
Total Pupil periods		138		119								

Percent of pupils taking four classes of one unit credit value each (include agriculture) 85
 Per cent of pupils taking more than four classes of one unit credit value each..... 14
 Per cent of pupils taking less than four classes of one unit credit value each 1
 Total..... 100%

*In listing classes indicate the grade as English 9th Gr., Math. 10th Gr., etc.

Archie H. Lucas

Principal

TERM REPORT—Elementary and High Schools

Division Loudoun County District Leesburg School Loudoun County Training
 Teacher Archie H. Lucas Race Negro School Year MAY 1937-38
(Mr., Mrs., or Miss)

DIRECTIONS.—With ink write below in alphabetical order first the names of boys, and then the names of girls, giving in each case the surname first. Give in column one, age on September 1st. See the register for method of computing average attendance and percentage attendance. In column four below, write a fraction in proper space after each name, the numerator to show the grade the pupil is in for current session and the denominator the grade to which promoted; in schools where promotion is by subjects, use numerator and denominator under appropriate subject to show grade status; modify subject titles for high school use.

NAMES OF PUPILS	Age	Days on roll	Days present	Grade	Language Arts*	Social studies**	MATH.	Fine and Industrial Arts	Music	Physical and Health Ed.	Home Economics	FRENCH	CHEMISTRY	14	15	16	17	SUMMARIES FOR TERM						
																		No. of months taught	No. of days school was open	No. of days teacher was present				
Brown, Allan	15	159	151	9/10	9/10	9/10	9/10	9/10										9	No. of months taught	8	No. of days school was open	159	No. of days teacher was present	156
Col, Robert	17	18	18	9/9	9/9	9/9	9/9	9/9										3/4	1. Total enrollment	Boys 10	Girls 20	Total 30		
Cooke, Martin	14	159	154	9/10	9/10	9/10	9/10	9/10					10/10					9	2. Average daily attendance	7.6	16.02	23.62		
Dorsey, James	17	159	136	10/10	10/10	10/11	10/11					10/10	10/10					1/4	3. Total days on roll	1380	2959	4339		
Douglass, Harry	17	121	98	9/9	9/9	9/9	9/9	9/9										19	4. Total days present	1214	2550	3764		
Hackley, George	19	159	158	9/10	9/10	9/10	9/10	9/10										1/2	5. Per cent attendance	88.05	86.1	87.07		
Lewis, William	20	140	98	11/12	11/12	11/12						11/12	10/12					3/4	6. No. promoted grades 1-4					
Lisenbury, Leonard	17	159	126	10/10	10/10	10/11	10/10					10/11						1/4	7. No. retained grades 1-4					
Washington, John	22	153	139	10/11	10/11	10/11	10/11					10/11						18	8. No. dropped grades 1-4					
Washington, Richard	17	153	136	10/11	10/11	10/11	10/11					10/11						18	9. Total No. enr'd grades 1-4					
Berry, Alice	16	159	120	9/10	9/10	9/10	9/9	9/10										1	10. No. promoted grades 5-7					
Bellock, Bernice	15	159	155	9/10	9/10	9/9	9/9	9/10										8	11. No. retained grades 5-7					
Coe, Rachel	15	154	139	9/10	9/10	9/10	9/10	9/10										3/4	12. No. dropped grades 5-7					
Coleman, Catherine	18	159	156	10/11	10/11	10/11	10/10					10/11						1/2	13. Total No. enr'd grades 5-7					
Corum, Eviline	18	159	151	10/11	10/11	10/11	10/11					10/11	10/11					1/4	14. No. promoted grades 8-9	3	5	8		
Ferrell, Louise	17	159	145	11/12	11/12	11/12						11/12	11/12					6	15. No. retained grades 8-9	0	0	0		
Ferrell, Mae	14	159	155	9/10	9/10	9/10	9/10	9/10										6	16. No. dropped grades 8-9	2	0	2		
Finger, Pearl	18	159	117	11/12	11/12	11/12						11/12	11/12					19	17. Total No. enr'd grades 8-9	5	5	10		
Harvin, Susie	18	153	131	10/11	10/11	10/11	10/11					10/11						1/4	18. No. promoted grades 10-11	3	13	16		
Hughes, Martha	17	159	124	9/10	9/10	9/10	9/10	9/10										1/4	19. No. retained grades 10-11	2	0	2		
Lee, Ellen	17	159	119	11/12	11/12	11/12						11/12	11/12					4	20. No. dropped grades 10-11	0	2	2		
Nokes, Cornelia	18	159	151	10/11	10/11	10/11	10/11					10/11	10/11					7	21. Total No. enr'd grades 10-11	5	15	20		
Nokes, Ida Mae	21	159	142	11/12	11/12	11/12						11/12	11/12					7	22.					
Osborne, Christine	16	47	36	10/10	10/10	10/10	10/10					10/10						7	23.					
Pinkney, Mary	18	159	109	10/11	10/11	10/11	10/10					10/10	10/11					3/4	NOTE.—The totals, boys and girls, items 6, 7 and 8 above, will be the same as the total, boys and girls, item 9; in the same way the totals for items 10, 11 and 12 will equal the total for item 13; the totals for items 14, 15 and 16, will equal the total for item 17; and the totals for items 18, 19 and 20, will equal the total for item 21. The total of items 9, 13, 17 and 21, will equal the total of item 1. This careful checking of the above table shall be made before the report is turned in at the superintendent's office. The items of the above table must agree with the corresponding items in the age-grade distribution table shown on the other side of this sheet. Note the special instructions given under this table.					
Radcliffe, Audrey	17	159	131	11/12	11/12	11/12						11/12	11/12					7	INSTRUCTION					
Raney, Luberia	17	159	150	11/12	11/12	11/12						11/12	11/12					9 1/2	24. No. pupils supplied with textbooks by school board?	four				
Roberts, Helen	15	159	139	10/11	10/11	10/11	10/11					10/11						3/4	25. Could pupils secure textbooks at contract prices?	yes				
Smith, Pauline	16	56	42	11/11	11/11	11/11						11/11	11/11					5	26. No. hours devoted to instruction in elementary school branches	0				
Wilson, Edith	17	159	138	10/11	10/11	10/11	10/10					10/11						19	27. No. hours devoted to instruction in high school branches	5 1/2				

NOTE.—The totals, boys and girls, items 6, 7 and 8 above, will be the same as the total, boys and girls, item 9; in the same way the totals for items 10, 11 and 12 will equal the total for item 13; the totals for items 14, 15 and 16, will equal the total for item 17; and the totals for items 18, 19 and 20, will equal the total for item 21. The total of items 9, 13, 17 and 21, will equal the total of item 1. This careful checking of the above table shall be made before the report is turned in at the superintendent's office. The items of the above table must agree with the corresponding items in the age-grade distribution table shown on the other side of this sheet. Note the special instructions given under this table.

INSTRUCTION

- 24. No. pupils supplied with textbooks by school board? four
- 25. Could pupils secure textbooks at contract prices? yes
- 26. No. hours devoted to instruction in elementary school branches 0
- 27. No. hours devoted to instruction in high school branches 5 1/2
- 28. Did you use State course of study? yes
- 29. Is there a United States flag on school-house? yes

(OVER)

* Language Arts, Reading, Spelling, Writing, Drawing, Language.
 ** Social Studies—Geography, History, Civics, Community Study.

RACE Colored

FINAL ANNUAL HIGH SCHOOL REPORT

TO STATE DEPARTMENT OF EDUCATION, RICHMOND, VIRGINIA

Session 1937-1938

Date of Closing May 18, 1938

Loudoun County
Loudoun

High School Leesburg, Va.
County

Post Office

May 21, 1938 Date of Report

HIGH SCHOOL ENROLLMENT AT END OF YEAR

	Boys	GIRLS	TOTAL
8th Grade	8	12	20
9th Grade	8	9	17
10th Grade	4	8	12
11th Grade	1	6	7
12th Grade			
Total	21	35	56
NUMBER GRADUATED	1	6	7
GRADUATES RETURNED FOR ADDITIONAL WORK			

Which, if any, of the following grades have been organized as a part of the High School for departmentalized instruction?

Answer _____

ELEMENTARY ENROLLMENT AT END OF YEAR

	Boys	GIRLS	TOTAL
1st to 5th Grades, inclusive	42	38	80
6th Grade	4	10	14
7th Grade	1	4	5
Total	47	52	99

- Actual number days taught in High School Department 158
- " " " " " Elementary Grades 159
- Aggregate days on roll in High School Department 9116
- " " in attendance High School Department 8138
- Percent in average daily attendance in H. S. Dept. 89.2
(Divide Item 4 by Item 3)
- Number in average daily attendance in H. S. Dept. 51.5
- " " " " " " Elem. Dept. 90.7
- Per capita cost instruction High School Department \$ 22.53
(Divide total High School salaries by Item 6. Use all principal's salary. Use all part-time teachers' salaries not directly chargeable to Elementary School or some other High School)
- Per capita cost instruction Elementary Grades \$ 13.01
(Divide total annual salaries of Elementary teachers by Item 7)
- Number dropped from High School Department 11
- Percent dropped from High School Department 16.4
(Divide number dropped by total High School enrollment)
- Number of subject failures in High School Department 10
- Percent subject failures High School Department 8.2
(Divide Item 12 by sum of enrollments in the various subjects offered)
- Annual salary of High School principal \$ 640.00
- Periods principal teaches daily 6

LIST NAMES OF GRADUATES OF CURRENT YEAR

BOYS	AGE	GIRLS	AGE
<u>William Robert Lewis</u>	<u>20</u>	<u>Mary Louise Farrell</u>	<u>17</u>
		<u>Pearl Agnes Finger</u>	<u>18</u>
		<u>Annie Ellen Lee</u>	<u>17</u>
		<u>Ilda Mae Noker</u>	<u>21</u>
		<u>Andria Faye Radcliffe</u>	<u>17</u>
		<u>Lucenia Blainda Ramey</u>	

(Use supplementary sheets or back of this report, if necessary)

I hereby certify that this report is correct.

Archie H. Lucas
Principal of High School.

I have received this report and certify that it is correct

O. H. Emerich
Division Superintendent.

RACE Negro

FINAL ANNUAL HIGH SCHOOL REPORT

TO STATE DEPARTMENT OF EDUCATION, RICHMOND, VIRGINIA

Session 1938-39 Date of Closing May 31, 1939
Loudoun County High School Leesburg, Va. Post Office
Loudoun County June 2, 1939 Date of Report

HIGH SCHOOL ENROLLMENT AT END OF YEAR

	BOYS	GIRLS	TOTAL
8th Grade	5	12	17
9th Grade	4	7	11
10th Grade	8	8	16
11th Grade	3	7	10
12th Grade			
Total	20	34	54
NUMBER GRADUATED	3	7	10
GRADUATES RETURNED FOR ADDITIONAL WORK			

Which, if any, of the following grades have been organized as a part of the High School for departmentalized instruction?

Answer none

ELEMENTARY ENROLLMENT AT END OF YEAR

	BOYS	GIRLS	TOTAL
1st to 5th Grades, inclusive	43	34	77
6th Grade	3	4	7
7th Grade	4	9	13
Total	50	47	97

- Actual number days taught in High School Department 180
- " " " " " Elementary Grades 180
- Aggregate days on roll in High School Department 1076.6
- " " in attendance High School Department 926.8
- Percent in average daily attendance in H. S. Dept. (Divide Item 4 by Item 3) 89.3
- Number in average daily attendance in H. S. Dept. 52.01
- " " " " " " " Elem. Dept. 95.18
- Per capita cost instruction High School Department (Divide total High School salaries by Item 6. Use all principal's salary. Use all part-time teachers' salaries not directly chargeable to Elementary School or some other High School) \$ 27.01
- Per capita cost instruction Elementary Grades (Divide total annual salaries of Elementary teachers by Item 7) \$ 16.90
- Number dropped from High School Department 7
- Percent dropped from High School Department (Divide number dropped by total High School enrollment) 11.7
- Number of subject failures in High School Department 33
- Percent subject failures High School Department (Divide Item 12 by sum of enrollments in the various subjects offered) 13.7
- Annual salary of High School principal \$ 765.00
- Periods principal teaches daily six

LIST NAMES OF GRADUATES OF CURRENT YEAR

BOYS	AGE	GIRLS	AGE
<u>James Dorsey</u>	<u>18</u>	<u>Catherine Coleman</u>	<u>19</u>
<u>John Washington</u>	<u>23</u>	<u>Erlene Corum</u>	<u>19</u>
<u>Richard Washington</u>	<u>19</u>	<u>Susie Harris</u>	<u>19</u>
		<u>Annetha Noker</u>	<u>19</u>
		<u>Mary Bertha Pinkney</u>	<u>19</u>
		<u>Helal Roberts</u>	<u>16</u>
		<u>Edith Wilson</u>	<u>18</u>

(Use supplementary sheets or back of this report, if necessary)

I hereby certify that this report is correct.

Archie H. Lucas

Principal of High School.

I have reviewed this report and certify that it is correct.

O. H. Emerich

Division Superintendent.

VIRGINIA STATE DEPARTMENT OF EDUCATION PRELIMINARY ANNUAL HIGH SCHOOL REPORT

Soudan County High School Session 1940-1941 Date of opening Sept. 3, 1940
Seesburg City or County Post Office Seesburg, Va. Race Negro

HIGH SCHOOL ENROLLMENT

	GRADE 8	GRADE 9	GRADE 10	GRADE 11	GRADE 12	TOTAL	POST-GRADUATE (Do not include in total)
Boys	12	7	4	2		25	
Girls	19	18	10	3		50	
TOTAL	31	25	14	5		75	

1. If either or both of the following Elementary Grades have been departmentalized with the high school, give the enrollment:
 6th Grade _____ 7th Grade _____
2. Total enrollment in Elementary Grades of this high school (do not duplicate enrollments given above):
 Boys 57 Girls 60

3. Number of teachers:
- | | Men | Women |
|-----------------------------|-----|-------|
| High Schools Full-time | 1 | 1 |
| High Schools Part-time | | |
| Elementary School Full-time | 1 | 2 |
| Elementary School Part-time | | |
4. Pupil-Teacher Ratio:
- | | |
|-------------------|------|
| High School | 38:1 |
| Elementary School | 39:1 |

(Divide enrollment by number of teachers, using appropriate fractions for part-time teachers and including principal and librarian.)

5. Graduates of last session:
- | | |
|--|---------------|
| Number who went to college and professional schools offering degrees | Boys <u>1</u> |
| | Girls _____ |
| Number who went to trade and business schools | Boys <u>2</u> |
| | Girls _____ |
6. Average annual salary of teachers: (Omit principal's salary)
 High \$700.00 Elementary \$600.00
7. Length of term in months on teachers' contracts:
 High 9 Elementary 9
8. Are permanent records of pupils' work kept? _____

9. Library:
 Is there a separate library room? no Size _____
 Are books catalogued? _____ Classified? yes
 Librarian: Full-time _____ Part-time _____
 Is librarian certificated in Lib. Sci.? _____
 No. hrs. library open _____ No. student assistants _____
 Total number of volumes _____ H. S. _____ Elem. _____
 Magazine subscriptions _____ Newspaper subscriptions _____
10. Seating capacity of auditorium _____
11. Size of lot in acres or blocks 1 acre
12. Number of classrooms: High 2 Elementary 3
13. Is there a separate room for Principal's office? no
14. Number of science laboratories _____
15. Cost of laboratory equipment purchased previous school year (omit furniture) \$15.00
16. Value of laboratory equipment on hand beginning this school year (omit furniture):
 Physics _____ Chemistry \$6.00 General Science \$5.00
 Home Economics _____ Agriculture _____ Biology \$5.00
 Total \$15.00
17. Is there running water in science laboratory? _____
18. Cost of equipment for Industrial Arts _____
19. Cost of equipment for Commercial Course _____
20. Total number of units required for graduation 16
21. Periods per week devoted to supervision (visiting classes) by Principal 5
22. How many minutes per week devoted to Physical Education? 150
23. Acreage of usable play space 1/2 acre
24. How many square yards of indoor space available for Physical Education? 40
25. Are organized classes in Music offered? _____ Vocal _____ Inst. _____
26. Check music organizations developed: Band _____ Orch. _____ Glee Club _____
27. Are organized classes in Art (such as drawing, painting, modeling, etc.) offered? _____
28. What date has been set for closing school? May 30, 1941

I hereby certify that this report is correct.

G. William Jivelpool
Principal High School

Seesburg, Va.
Address for Mail

I have reviewed this report and certify that it is correct.

O. H. Emerich
Division Superintendent

Oct. 15, 1940
Date

VIRGINIA STATE BOARD OF EDUCATION

DAILY SCHEDULE OF HIGH SCHOOL RECITATIONS

Landon County High School

Leahurst Post Office

1940-1941 Session

Landon County

(Show all duties of principal and each teacher, such as supervision, library, study hall, office, etc., and all elementary school teaching done by high school teachers.)

TEACHERS' NAMES →	<u>Liverpool, G.W.</u>				<u>Harris, C.D.</u>							
	SUBJECTS AND GRADE	NO. IN CLASS	SUBJECTS AND GRADE	NO. IN CLASS	SUBJECTS AND GRADE	NO. IN CLASS	SUBJECTS AND GRADE	NO. IN CLASS	SUBJECTS AND GRADE	NO. IN CLASS	SUBJECTS AND GRADE	NO. IN CLASS
			Hist. 10+11	19			Eng. 8+9	55				
			Hist. 8+9	55			Fr. 10+11	19				
			Phy. Ed.	all			Phy. Ed.	all				
			Biol. 8+9	55			Eng. 10+11	19				
			Lunch	all			Lunch	all				
			Math 10	19			Math 8	30				
			Chem. 10+11	19			Math 9	25				
			Activities	all			Activities	all				
			Supervision				Study Hall					
			Admin.				Conference					
Total Pupil Periods				162.				148				

Per cent of pupils taking four classes of one unit credit value each (include agriculture)	81
Per cent of pupils taking more than four classes of one unit credit value each	19
Per cent of pupils taking less than four classes of one unit credit value each	0
Total.....	100%

*In listing classes indicate the grade as English 9th Gr., Math. 10th Gr., etc.
 Bracket classes which are unified to facilitate revised program.
 Star classes in which materials of the revised program are used.

G. William Liverpool Principal

PROGRAM OF STUDIES

Fill all blanks in detail. List principal textbooks used. Show the four-year program and not merely classes offered in the current session.

COURSE OF STUDY (USE BLANK SPACES FOR COURSES NOT LISTED.)	NO. OF WEEKS IN COURSE	NO. OF PERIODS PER WEEK	MINUTES IN EACH PERIOD	NUMBER IN EACH COURSE		NUMBER OF SECTIONS	BASIC TEXTBOOKS USED
				BOYS	GIRLS		
1st YEAR							
English.....	36	5	50	12	19	1	Clarke, Starnes, et al. Bk. II
* Social Studies.....	36	5	50	12	19	1	Hughes, Building Citizenship
* Science.....	36	5	60	12	19	1	Smallwood, B+B, New Biology
Mathematics.....	36	5	50	12	19	1	Wells & Hart, New H.S. Algebra
Phys. & Health Ed.....							
							(Lit. & Life Bk. I)
2nd YEAR							
English.....	36	5	50	7	18	1	Clarke, Starnes, et al. Bk. II
* Social Studies.....	36	5	50	7	18	1	Hughes, Building Citizenship
* Science.....	36	5	60	7	18	1	Smallwood, B+B New Biology
Mathematics.....	36	5	50	7	18	1	Wells & Hart, New H.S. Algebra
Phys. & Health Ed.....							
Latin.....							
French.....							
							(Lit. & Life Bk. I)
3rd YEAR							
English.....	36	5	50	3	11	1	Miles, et al. Lit and Life, Bk. IV
* Social Studies.....	36	5	50	3	11	1	Hughes, Building Citizenship
* Science.....	36	5	50	3	11	1	Jaffe, New World of Chemistry
Mathematics.....	36	5	50	3	11	1	Wells & Hart, Prog Plane Geometry
Phys. & Health Ed.....							
Latin.....							
French.....	36	5	50	3	11	1	Cochran, et al. Basic French (Essentials of Eng. Bk. III)
4th YEAR							
English.....	36	5	50	2	3	1	Miles, et al. Lit and Life Bk. IV
* Social Studies.....	36	5	50	2	3	1	Hughes, Building Citizenship
* Science.....	36	5	50	2	3	1	Jaffe, New World of Chemistry
Mathematics.....							
Phys. & Health Ed.....							
Latin.....							
French.....	36	5	50	2	3	1	Cochran, et al. Basic French (Essentials of Eng.)

➔ Indicate by a star (*) classes which are alternated or combined. Circle classes which are unified to facilitate revised program.

COMMONWEALTH OF VIRGINIA
STATE BOARD OF EDUCATION
RICHMOND

9/6/40

REPORT OF PROGRESS
FOR VIRGINIA ACCREDITED HIGH SCHOOLS

Loudoun County High School Loudoun County
Session of 1940-1941

In the tentative edition of "The Manual of Administration for High Schools of Virginia" one of the accrediting standards reads as follows:

EACH PRELIMINARY ANNUAL REPORT SHALL BE ACCOMPANIED BY A BRIEF STATEMENT INDICATING THE PROGRESS MADE TOWARD THE REALIZATION OF THE PLAN FOR THE DEVELOPMENT OF THE SCHOOL.

It is assumed that every accredited high school has formulated a plan of the kind suggested on page 15 of the Manual. This form is proposed as a convenient means of reporting progress made during the past school year.

I. Curriculum. Since the term "curriculum" is intended to cover all the experiences which pupils have while under the direction of the school, any important changes in the offering, such as the addition of new courses; any significant changes in the organization of instruction, such, for instance, as the introduction of the courses of study proposed in the Revised Curriculum Program; any reorganization of "out-of-class activities" (formerly called extra curricular activities), etc., can be briefly described here. Changes in the use of the library might also be appropriate here, despite the fact that a separate library report will be made at the end of each school year.

Financial returns from various activities have been directed to one central treasury for banking or distribution. "Deposit and Withdrawal cards" are used by the sub-secretary-treasurer for their respective accounts. A National Bank in Leesburg is co-operating with us in this effort and honors our "Cards". Our one account at this bank is entered as Loudoun Co. Tr. School Activities Fund.

We hope to secure the service of the clerk of our Social School Board as our chief auditor of our financial activities this year.

II. Evaluation, Reports and Records. Under this heading it will be appropriate to describe any important changes in measuring and recording pupil progress and in reporting such progress. This would obviously include any important changes in the marking system.

Personal letters concerning each pupil will be directed to parents with or without the individual report card. We hope to acquaint parents with particular and general difficulties or advantages experienced by their children here at school. We keep in mind the development of the whole child.

III. Laboratory. Any changes may be reported here which might tend to enrich the experiences of the pupils, such as the inauguration of a museum collection to be built up by interesting specimens brought in by pupils, setting up of some unusual scientific experiment or demonstration, etc.

IV. Buildings, Grounds, and Equipment. Any additions or major improvements in the buildings, important additions to equipment or significant improvement through landscaping, may be recorded here. Additional land and equipment for playgrounds may also be reported here.

We are purchasing a large plot of ground on which our Social Board plans to erect a new and adequate school plant for us. We hope to complete our quota of necessities before the New Year. Sacrifices are manifested on every hand.

V. Miscellaneous. Any improvements not provided for under other headings may be recorded here.

Is there any problem on which advice is desired?

Principal *A. Williams Liverpool*