

ANNUAL REPORT OF INSTRUCTIONAL PERSONNEL—Continued

1 Number Consecutively	2 PERSONNEL (See Footnote) A. List first Directors of Instruction and Supervisory personnel and Instructional staff not assigned to a single school (surname first) B. Under name of school list alphabetically name exactly as it appears on certificate (surname first) in following groups: (a) Principal or Head teacher (b) Secondary teachers (c) Elementary teachers	3 Sex: M, Male; F, Female	4 Marital Status: S, Single; M, Married; W, Widowed	5 Teaching Half Time or Less (Check <input type="checkbox"/>)	6 Grade or Grades Subjects or Other Work Assigned	7-14 Employed In: (Check <input type="checkbox"/>)								15 Annual Salary (See Footnote)	16 Number of Months Employed (See Footnote)	17 Grade of License: PP, CP, C, S, SP, T, EL, EP, PE, EM, LP. (See Footnote)	18 Year Certificate Expires	19 Institution on Whose Records Certificate Was Based (Abbreviate for Virginia Colleges)	20 Degree: Indicate only Highest Degree Held
						Regular Day School		Summer School		Part-time and Continuation Schools & Classes		Night and Evening Adult Schools and Classes							
						Elem.	Sec.	Elem.	Sec.	Elem.	Sec.	Elem.	Sec.						
	E																		
21	Lee, Helen Louise	F	S		1	<input checked="" type="checkbox"/>							3240	9	CP	58	Hampton	BS	
22	Stewart, Ernestine Timmons	F	D		1-6	<input checked="" type="checkbox"/>							3240	9	CP	60	Storer	BA	
23	Bowman, Douglass C.	M	M		4-5	<input checked="" type="checkbox"/>							2880	9	CP	61	Butler U.	BSL	
24	Johnson, GERALINE	F	S		3-4	<input checked="" type="checkbox"/>							3000	9	PP MS	55	Va. State	Ms	
25	Hayes, Mary Juanita Lewis	F	M		2-3	<input checked="" type="checkbox"/>							2760	9	CP	58	St. Paul	BS	
26	Gray, Mildred Boyd	F	M		1	<input checked="" type="checkbox"/>							3240	9	CP	58	Storer	BA	
27	Redwood, Janie Stewart	F	M		1-7	<input checked="" type="checkbox"/>							3240	9	CP	61	Va. State	BS	
28	Coles, Nannie Clarene	F	S		1-7	<input checked="" type="checkbox"/>							3000	9	CP NP	61	Va. State	BS	
29	Arter, Violet	F	S		1-6	<input checked="" type="checkbox"/>							3240	9	CP	58	Storer	BA	
30	Mallory, Jeanne Clinton Wilson	F	M		1-3	<input checked="" type="checkbox"/>							2640	9	CP	56	St. Paul	BS	
	F																		
31	Jones, Ellwood Brooks	M	M				<input checked="" type="checkbox"/>						1290	9	C	53	Va. State	B	
32	Barrett, George E., Jr.	M	M		Sci., Guid., Civics		<input checked="" type="checkbox"/>						2700	9	CP	59	Bluefield	B	
33	Stradford, John Edward	M	S		Eng., Hist., Phy. Ed.		<input checked="" type="checkbox"/>						2520	9	CP	61	Va. State	B	
34	Sewell, Bernice Evelyn	F	S		Math.		<input checked="" type="checkbox"/>						2760	9	CP	58	Va. State	B	
35	Briscoe, Marie Byers	F	M		Eng., French, Civics		<input checked="" type="checkbox"/>						3240	9	CP	62	Atlanta U.	A	
36	Wilson, Hilda Elizabeth	F	S		Eng., Civics		<input checked="" type="checkbox"/>						2580	9	CP	61	Va. State	B	
37	Bell, Catherine Adurey	F	S		Lib., Eng., Civics		<input checked="" type="checkbox"/>						2700	9	CP	59	Va. State	B	
38	Martin, Mildred Priscilla	F	S		Com., Eng., Phy. Ed.		<input checked="" type="checkbox"/>						2640	9	CP	60	Va. State	B	
39	Daniel, Issac James	M	M		Ind., Arts, PED		<input checked="" type="checkbox"/>						3440	9	CP	61	Hampton	B	
	G																		
40	Craven, Ruth Myrtle	F	M		H.Ec., P.Ed.		<input checked="" type="checkbox"/>						3008	10	CP	59	Storer W. Va.	B	

Col. No. 2. Be sure to list name exactly as it is written on the teacher's certificate. If teacher has married since certificate was issued, married name should also be given. If your division employs personnel for night classes or for some purpose other than the regular day schools, names should be listed under suitable heading after all personnel day schools.

Col. No. 15. Show rate of annual salary for position even though person may actually receive less because of late employment.

Col. No. 16. Show number of months in period of employment as it appears in contract even though, for convenience, salary payments may be distributed over a greater number of months.

Col. No. 17. Use the following code when listing Grade of License: PP, Postgraduate Professional; CP, Collegiate Professional; C, Collegiate; S, Special; SP, Special Purpose; T, Temporary Teacher's Certificate; EL, Elementary; EP, Elementary Professional; PE, Provisional Elementary; EM, Emergency License; LP, Local Permit. NP, Non-Professional.

Col. No. 20. If teacher has more than one degree, give only highest degree held.

NOTE: The listing of substitute teachers is not required but it is requested that the names of substitute teachers be given on a separate sheet. Nothing but the names of substitute teachers should be given. It is preferable not to use the standard form for this listing. The law has not yet defined a substitute teacher but it is commonly agreed that a teacher employed continuously for one (one year) or more ceases to be a substitute.