

VIRGINIA STATE DEPARTMENT OF EDUCATION
PRELIMINARY ANNUAL HIGH SCHOOL REPORT

Douglass High School Session 1954-1955 Date of Opening Sept. 14, 1954
Loudoun City or County Post Office Leesburg Date of Closing June 8, 1955
 Race Negro

HIGH SCHOOL ENROLLMENT

Do not write in this space		Grade 8	Grade 9	Grade 10	Grade 11	Grade 12	Total	Post Graduate (Do not include in total)
Status this year	Boys	28	20	12	25	11	96	
Status next year	Girls	42	18	24	23	22	129	
	Total	70	38	36	48	33	225	

Enrollment in elementary grades of this school: Grade 1 _____, 2 _____, 3 _____, 4 _____, 5 _____, 6 _____, 7 _____, Total _____

Number of last session's graduates going to college: Boys 1 Girls 2 Total 3

Number of last session's graduates going to trade schools: Boys _____ Girls _____ Total _____

Number of last session's graduates going to business schools: Boys _____ Girls _____ Total _____

Instructions: It is suggested that in completing this form the principal and his staff refer to the bulletin, *Standards for the Accrediting of Secondary Schools*. In this bulletin a brief discussion of each standard is presented which is designed to give general guidance and direction. The questions which follow are arranged to correspond generally to the order in which the standards are discussed.

Answer each question "yes" or "no" except when quantitative data are requested.

PHILOSOPHY AND OBJECTIVES

There shall be in writing a statement of the school's philosophy or a statement of educational objectives which shall be in harmony with the ideals of American democracy and consistent with the needs of the pupil population and the community which the school serves.

- Has such a statement been formulated for this school? Yes
- Is this statement critically and continuously reexamined in the light of the needs of the pupils and the community? Yes

SCOPE OF OFFERING

- How many units are offered during the present session in grades 8-11 or 9-12? academic Eighteen fine arts two practical arts ten total Thirty
- How many units are required for graduation? sixteen
- Are the eight prescribed units required of all pupils for graduation? Yes
- Is health and physical education scheduled daily for all pupils except certain pupils who, during the last two years of high school, are exempt on the basis of individual needs? Yes
- Does the scheduled program in health and physical education provide: 72-108 class hours of health instruction? Yes 72-108 class hours of physical education instruction? Yes
- Does the scheduled program in health instruction include 30-36 hours of classroom instruction in Driver Education? No Grade _____ in which offered? _____
- Is provision made for each pupil to receive required instruction in the use of the library materials? Yes
- Are organized guidance services provided? Yes
- Is an appropriate pupil activity program carried on under the direct supervision of the school? Yes

ORGANIZATION AND ADMINISTRATION

- What is the pattern of organization of which this school is a unit? (Example: 7-4, 7-5, 6-3-3) 7-5
- Does the school term provide for a minimum of 180 days of classroom instruction? Yes
- How many periods per week does the principal teach? five

15. How many professional staff members are employed full time in the high school department? men 5 women 6
16. How many professional staff members are employed part time in the high school department? men 0 women 0
17. What is the pupil-teacher ratio in this school? elementary school _____ high school 23
- *Divide enrollment by number of professional staff members using appropriate fractions for part-time personnel. NO
18. Are any teachers of academic subjects teaching more than 750 pupil-periods per week? NO
- If so, how many? 0
19. Is it the policy of the school to adjust the teaching load of those teachers who are assigned major responsibilities in connection with extra-class activities? Yes
20. How many periods is clerical assistance provided daily? 2
21. How many pupils are enrolled for: five units? 24 more than five units? 0
22. What is the length of the school day exclusive of time allowed for lunch periods? 6 hours
23. How long are the class periods? 55 minutes
24. How many minutes are devoted weekly to: general science? 275 biology? 275
chemistry? 275 physics? ---
25. Does the organization of the library provide for: a shelf list? Yes a card catalogue? No
an adequate loan system? Yes an accurate accession record? Yes
26. Are library books classified, marked, and properly shelved? Yes
27. Is the library open to the pupils throughout the entire school day? Yes
28. How much of the school day does the library devote to high school library service? 3 periods
29. How many periods per day are provided for counseling and related activities? 2
- a. Are these periods designated as counseling periods on the daily schedule of this report? Yes
30. Are permanent and cumulative records kept for each pupil and in such form that they can be conveniently used? Yes
31. Is there in use a sound system of budgeting, accounting, and auditing of all school funds? Yes

FACILITIES AND EQUIPMENT

32. How many usable library books are classified for high school use? 1,157
33. How many carefully selected periodicals are provided for the use of high school pupils? 18
34. Is there provided in the library: an unabridged dictionary? Yes an encyclopedia? Yes one copy of a daily newspaper? Yes
35. What appropriation has been made for the purchasing during the year of books, periodicals, supplies, binding, and other materials for the high school library? \$35.00
36. Is a separate library room provided? Yes
37. Is the library adequately equipped to meet the needs of the instructional program? Yes
38. Is private space available to each staff member during the time assigned counseling responsibilities? Yes
39. Is occupational, educational, and personal adjustment information available? Yes
40. Does the school maintain a current file of information on post-high school training opportunities? Yes
41. Are adequately equipped laboratories provided to meet the needs of instruction in all science courses offered? Yes
42. Are adequate facilities and equipment provided for instruction offered in: home economics? Yes
agriculture? _____ business education? No industrial arts? No trades? _____
art? _____ music? Yes Distributive education? _____
43. Is the principal's office adequate from standpoint of size and equipment? Yes
44. Are the facilities adequate for an effective program of health and physical education? No
45. Is the equipment adequate for an effective program of health and physical education? No

THE SCHOOL STAFF

46. Are all members of the professional staff qualified by proper certification? Yes
47. Has the principal completed courses on the graduate level in administration and in supervision? Yes
48. Are members of the instructional staff assigned only those subjects which they are certificated to teach? Yes
49. Is the librarian certificated in library science? Yes
50. How many semester hours in library science has the librarian completed? 30
51. Are those charged with the direction of the guidance services qualified by training and/or experience for this assignment? No
52. What is the average annual salary of the high school teachers? (Omit salary of principal) \$2,889.00.
53. Is a cooperatively planned program of supervision in effect in this school? Yes

