

Morris  
High School

Catalog for 1915-1916

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THE MORRIS HIGH SCHOOL

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ANNUAL CATALOG  
AND  
ANNOUNCEMENT

For the School Year of 1915-1916



PUBLISHED AUGUST NINETEEN-FIFTEEN

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THE MORRIS HIGH SCHOOL

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Administration.....George M. Wiley, M.A.  
Attendance.....James D. Sullivan  
Educational Extension.....William R. Watson, B.S.  
Examinations.....Harlorn H. Horner, B.A.  
History.....James A. Holden, B.A.  
Inspections.....Frank H. Wood, M.A.  
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THE MORRIS HIGH SCHOOL

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The Board of Education

E. E. Carpenter, 1918 . . . . . President

Merritt Bridges, 1916 . . . . . Clerk

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Henry M. Washburn, 1917 Henry S. Matteson, 1917

Frank Hay, Treasurer

Herbert C. Sweet, . . . . . Truant Officer, Collector and Janitor

Merton R. Porter, District Superintendent

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The Faculty

Harris Crandall, . . . . . Principal

Science, Mathematics, and Latin

Frank C. Carpenter, A. B., . . . . . Assistant Principal

English, Languages, and History

Lavinia Nearing, . . . . . Training Class

Elizabeth Lloyd Gardner, . . . . . Preparatory

7th and 8th Grades

Ruth Adelia Light, . . . . . Intermediate

4th, 5th and 6th Grades

Helen Margaret Colvin, . . . . . Primary

1st, 2d and 3d Grades

M. Mabel Grafton, . . . . . Music

Private lessons when desired.



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THE MORRIS HIGH SCHOOL

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School Calendar for 1915-16

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First Term begins.....September 6  
School Opens.....September 7  
Organization of Training Class .....September 7  
Columbus Day.....October 12  
Election Day.. .....November 2  
First Quarterly Examinations.....November 15-16  
Second Quarter begins.....November 17  
Thanksgiving Recess.....November 25-26  
Holiday Vacation.....Dec. 27 - Jan. 1  
School Resumes.....January 3  
Regents and Training Class Examinations.....January 17-21  
Second Quarterly Examinations.....Jan. 31 - Feb. 1  
Third Quarter begins.....February 2  
Washington's Birthday.....February 22  
Third Quarterly Examinations.....April 6-7  
Spring Vacation.....April 10-21  
Fourth Term begins.....April 24  
Arbor Day.....May 5  
Memorial Day.....May 30  
Regents, Grade and Training Class Examinations, June 19-23  
Grade Exercises and Field Day.....June 24  
Baccalaureate Sermon.....June 25  
Commencement Exercises.....June 27  
Class Day Exercises.....June 28  
Alumni Reunion and Banquet.....June 29  
Fourth Quarter ends.....June 30



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## THE MORRIS HIGH SCHOOL

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### Historical Sketch

**T**HE first schoolhouse for the village of Morris (then known as Louisville) was located nearly opposite the present entrance to Hillington cemetery. This building was moved twice. It was finally located on a part of the present school grounds and remained there until 1861, when it was replaced by a new building, which with its several additions was used until 1894, when the present building was erected and the school grounds amply enlarged.

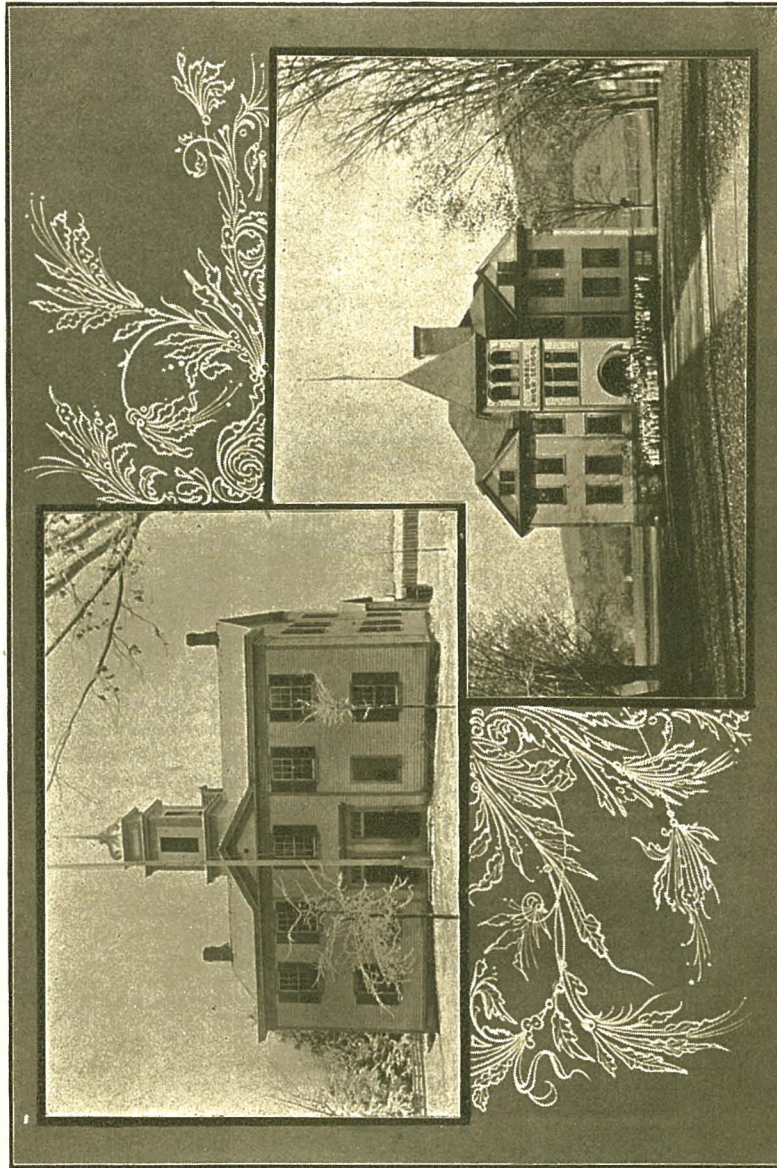
In 1868-9 the Morris school was organized into the first Union Free School in Otsego county. In 1875 it was advanced to the rank of an Academic School. In 1897 it was chartered by the University of the State of New York as a High School, and has been regulated by that charter since that date.

For this steady progress in educational work Morris is indebted to many broad-minded and progressive citizens who have given unstintedly their time and talents for the accomplishment of this cause. Among many whose names it is fitting that we should include in the history of the Morris school may be mentioned Benjamin H. Matteson, who was largely responsible for the establishment of the first union free school in the county. As relating to earlier and later dates it is proper to remember in this connection Dr. Walter Wing, Chester Jarvis, Jacob K. Lull, Edwin E. Gilbert, Asahel S. Avery, Jonathan Lull, C. A. Church, Silas S. Seely, Nathaniel Stevenson, Walter A. Wing, John D. Buzzell, O. B. Matteson, L. P. Carpenter, Isaac Mansfield, Maurice Shanessy, Daniel C. Winton, Dr. Merritt Mattessn. There were many others associated with these in the direction and management of the affairs of the school to whom the young people of Morris and its environs are indebted for the educational advantages they are privileged to enjoy.

### Location and Equipment

The Morris High School is located in the center of an agricultural district, from which it draws many students who seek the advantages it offers. Morris is an ideal place for students. It possesses a charming and healthful location. It is free from many of the undesirable features that characterize most rural villages. It supports four active churches which direct the moral life of the people and spread around the students a strong religious atmosphere.

The school building is nearly new and in excellent repair. The heating and ventilation is looked after with extreme care and each room is lighted through ample window space.



MORRIS HIGH SCHOOL, 1890-1915

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## THE MORRIS HIGH SCHOOL

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The seating capacity is great enough to accommodate many more pupils than usually attend. Each department has its separate teacher and the interests of the individual pupil are most carefully considered. There are three teachers doing Academic work, one for the Training Class alone, and one for music throughout the whole school. It will be possible for each pupil to get what individual attention he needs, no matter what his grade of work may be.

The school library contains about 1,800 volumes, including books of reference, travel, history, art and approved fiction. The list of reference books selected for the use of the Training Class, is ample to meet every need for such professional study. The books prescribed by the elementary syllabus are placed in each room and are constantly before the pupils. Grade libraries are placed in the three departments of the elementary grades and these are sufficient in every particular to meet the needs of each department.

The laboratory contains all the essential apparatus for the experimental work in Biology and Physics. Pupils are therefore enabled to make individual experiments to illustrate the fundamental principles which they study. Considerable emphasis will be placed on this line of work for the coming year, and each pupil will be required to keep a careful record of the work he does in a laboratory notebook. The practical value of this requirement to the student cannot be over-estimated. It develops in him the power of independent observation and logical reasoning to a degree that cannot be attained by any other method of instruction. The laboratory is excellently arranged for this kind of work and offers every possible advantage to those especially interested in such study.

Besides all of these advantages that the school can justly claim by virtue of its location and equipment, there is another reason still why the work that it does is especially important to the community. For more than thirty-four years this school has been among the comparatively few in the State appointed by the State Commissioner of Education to instruct a Teacher's Training class. This department of the school sends out each year teachers for rural schools who have especial training for that kind of work. Its influences are not confined to the village alone, but through those it sends out as teachers and graduates, it plays an important part in the instruction of many pupils of rural schools in this and other counties.

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## THE MORRIS HIGH SCHOOL

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### Promotion of Pupils

Quarterly examinations will be given at the close of each quarter of the school year in all subjects. The standing of each pupil as determined by these examinations together with the teacher's estimate of his class work for the preceding ten weeks will be recorded on the term report card that each pupil will receive. These report cards are to be taken to the parent by the child soon after each examination and, after the parent has observed the rating the pupil has attained, he should sign his name on the back of the card in the space designated for that quarter and return it to the Principal. The promotion of pupils depends upon the average of all the ratings shown on the report card for the entire year. These ratings are copied on the permanent record card of the child, which is kept on file in the Principal's room for reference. Thus upon graduation each pupil will have a complete record left in the school showing all the work he has done and the standings he has attained. This system of graduation and record is most strongly recommended by the Education Department and supplies all the information that could reasonably be expected from the school report of every pupil.

### Graduation

The requirement for graduation from this school is a Regent's Academic Diploma. This diploma indicates the completion of a four-year high school course, and is given to students completing the Regent's examinations in all of the preliminary subjects, and academic subjects to the extent of 72 academic counts, of which at least 13 must be in English, 8 in history, and ten each in science and mathematics.

Three grades of Academic Diplomas are issued to graduates as follows:

1. A diploma based upon a minimum passing mark of 60 per cent in each subject.
2. A diploma with credit will be issued if 40 of the required counts are secured with a standing of 75 per cent or over.
3. A diploma with honor will be issued if 40 of the required 72 counts are secured with a standing of 90 per cent or more.



### The Courses of Study

The different courses of study cover the work of all departments in the school. They will be considered under three divisions.

#### The Elementary Course

**T**HIS course covers the first eight years of school. Final examinations in all the preliminary subjects are given by the State Department in connection with the regular Regents examinations. A pupil who successfully passes these examinations completes the work of this course and qualifies for admission to the academic department. Promotion from grade to grade, during the time this course is pursued, will be determined by the standing secured by the pupil in the regular grade examinations issued by the Education Department, together with the standing secured by the pupil in his daily recitations. Regular attendance is also required of all pupils as preliminary to promotion.

The elementary course of study embraces reading, writing, spelling, elementary English, arithmetic, geography, and elementary United States history with civics, in which the Regents examinations are given, together with music, drawing, physiology, nature study and agriculture, in which no final Regents examinations are given. Geography and spelling are completed at the end of the seventh year. Arithmetic is completed in the January examinations of the eighth year, and the other subjects necessary for a preliminary certificate in the June examinations of that year. During the last half of the eighth year Latin and algebra are added in place of arithmetic.

The scope of the work done in each of the above subjects is fully outlined in the syllabus for elementary grades, issued by the Education Department. This syllabus classifies the entire course by grades, and furnishes complete information concerning the work to be done in each grade. As the syllabus is available to each person interested, we refrain from printing additional details of this course.

The three departments of the elementary division in the Morris school are carefully organized. Each is in charge of a teacher who has had abundant experience and who is well qualified for her work. We believe that the child's future progress in school is regulated in a large degree by the character of instruction he receives here, and no effort is spared to make this most important part of our school highly efficient.

### The Academic Courses

**T**HE courses of study in the academic department are arranged under two headings: College Preparatory and Normal Preparatory courses. A student may pursue either one of these courses, or may select subjects from both, thus building up a course suited to his special needs. It is possible to include the required subjects of both courses, and then be prepared for entrance to both institutions toward which the courses aim. The required subjects in both courses are taught at all times when there is sufficient demand to warrant giving them. These are regarded as fundamental for an academic course, and in general meet all the needs for a liberal course that fits the student for general business life. Whenever there may be a demand for subjects not listed on these outlines, and the interest of the student body and the school will not be interfered with, and the demand is reasonable, such subjects will be taught.

Special attention is called to the College Preparatory course of study. The State now awards five scholarships in each county each year to the five students securing the highest averages in this course. Each scholarship amounts to \$100 each year for a period of four years, and is good for any college in the State which is on the list approved by the Education Department. Students who intend to enter college upon the completion of their high school work should consult with the Principal regarding these scholarships, and ascertain just what subjects they should study in order to become candidates for them.

Any combination of subjects to form a course of study for the four years of high school would be deficient without the following:

English—I., II. III. and IV.  
Biology, and physics or chemistry.  
Element. and Intermed. algebra and plane geometry.  
Ancient or English and American history with civics.

In addition to these, at least one, and generally two, foreign languages should be included. Whenever any foreign language is begun it should be understood that at least two years of that language must be covered if any credit toward graduation is to be claimed on it. It is better for a student to pursue Latin four years in his high school course and German two or three years, than it is to pursue just the required time in more than two foreign languages. The longer courses yield more permanent results in scholarship and cultural training.

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It should not be forgotten that the function of the high school is not to complete one's preparation for his chosen profession but to establish that foundation of scholarship and general culture upon which the best preparation for professional life should be built. Each student should be urged to pursue the study of certain subjects because they form the basis for subsequent acquisitions in scholarship, and afford a large measure of cultural training. He should also be advised to regard such subjects as are only informational with less consideration than he gives to others in making up his course of study.

Nearly all of the courses in separate subjects extend through the whole year. A few are given as half year courses. The number preceding each subject named below signifies the number of counts allowed to it. This also represents the number of recitations required in that subject each week, except when the course extends over only half of a year. Then the number of recitations each week will be twice the number found before the name of each subject. A total of 72 counts is required for graduation.

Each student is supposed to pursue at least enough work to make a total of eighteen recitations per week exclusive of music and drawing. Pupils should not plan to pursue more work than is represented by twenty-two recitations a week exclusive of music and drawing. Some consideration should be given to the ability of the individual student when the amount of work to be pursued is determined. Each student should endeavor to choose that amount which will neither demand more than he is capable of doing, nor allow him idle time. Each extreme is decidedly detrimental to the progress of his school work. In the first instance he is not granted the opportunity of comprehending the details of all the subjects he studies and of deriving the benefit he should from them. In the second case he develops habits of idleness which are destructive to his interest in what he does study and decidedly injurious to the welfare of the students with whom he is associated. His course should be so adjusted as to quality and quantity that he gets from it what it contains for him, that he is fitting himself for what is directly ahead of his school life, and that he may be a unit in the student body whose spirit of industry and whose fondness for the work he does in school may be a genuine inspiration to the students about him and a satisfaction to his teachers.



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The two different courses previously named are outlined below. r following the name of subject signifies that such is a required subject; e denotes that it is elective. The work of each year is outlined, and this plan will be closely adhered to. Pursuing at the same time different subjects from the work of two or more years will not be allowed unless some urgent reason makes it necessary.

	College Preparatory	Normal Preparatory
<b>1st Year</b>	4 English I. r 5 Latin I. r 5 Biology r 5 Ele. algebra r 2 Elemen. design e	4 English I. r 5 Latin I. r 5 Biology r 5 Ele. algebra r 2 Element. design r
<b>2d Year</b>	3 English II. r 5 Latin II. r 5 German I. r 5 Plane geometry r 3 Ancient or English history r 2 El. representat'n e or 3 Mec. drawing e	3 English II. r 5 Latin II. r 5 Plane geometry r 3 An. or Eng. his. r 2 El. representat'n r
<b>3d Year</b>	3 English III. r 5 Latin III. r 5 German II. r 5 Physics r 2 Interm. algebra r	3 English III. r 5 German I. e 3 Eng. or An. his. r 5 Physics r 3 Mechanical draw. e
<b>4th Year</b>	3 English IV. r 5 Latin IV. r 5 German III. e 5 Amer. hist. & civ. r 2 or 3 Solid geom. or adv. algebra and 2 trigonometry e	3 English IV. r 5 German II. e 5 Am. his. and civ. r 5 Chemistry or adv. botany e 2 Solid geometry or adv. design e

Regents Examinations 1916

January 17-21

June 19-25



THE MORRIS HIGH SCHOOL

School Enrollment For 1914-5

The Academic Department

FOURTH YEAR

Leon Leggett	Vivian Rockwell	Augusta Dorfler *
Grace Garlick	Jennie Chase	Edna Taylor *
Lucy Hubbard	Florence Foote	

THIRD YEAR

Carey Aldrich	John Fiske	Agnes Daniels
Merritt Barker	Verner Mumbulo	Pearl Hickling
Russell Cornell	Alden Ripley	Bernice Hinman

SECOND YEAR

Rene Card *	Mary Elliott	Anna Woolhouse *
Cecil Green	Daisy Hulbert	Helen Jenks
Ray Nearing	Anna Lampher	Carrie Hulbert *
Pearl Edwards	Celia Wetmore	Clyde Barton
	Mason Russell	

FIRST YEAR

Lynn Foote	Clare Woodard	Ruth Carpenter
Roy Ross	Mary Smith	Lena Cogshall
Earl Wild	Geraldene Bundy	Florence Gifford
Dwight Hunt	Dorothy Bundy	Ruth Gifford
Edna Swaine	Fannie Carleton	Jennie Matteson
	Guy Niles	

\* Member of Training Class part of the year.

Training Class

Rene Card	Mary Hoetaling	Edna Taylor
Blanche Ellis	Augusta Dorfler	Gertrude Parker
Maude Clinton	Carrie Hulbert	Edith Wing
Florence Harrison	Mildred Hulbert	Floyd Strain
Mabel Colgrove	Fern Pittsley	Anna Woolhouse
	Florence Monroe	

Grammar Department

EIGHTH GRADE

Earl Bailey	Dwight Hunt *	Beatrice Eldred
Ralph Church	Leslie Jenks	Bernice Eldred
Lynn Carr	Roy Miller	Ruth Gifford *
Putnam Eldred	Hugh Southern	Wanda Hammond
Harry Hulbert	George Hathaway	Alethea Miller
Glenn Houghtaling	Dorothy Bundy *	Ruth Russell
Elizabeth Chase	Mary Smith *	

\* Promoted during year to Academic Department.

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SEVENTH GRADE

Maurice Harris	Ralph Porter	Doxie Houghtaling
Frank Jenks	Laverne Roberts	Arlouine Strait
	Hazel Edwards	

Intermediate Department

SIXTH GRADE

Leon Dixon	Alton Littlewood	Blanche Houghton
Dean Elliott	Lee Colburn	Grace Withey
Wilson Lennon	Florence Carleton	Elva Blanchard
	Myrtle Dixon	

FIFTH GRADE

Harold Benjamin	Ray Ross	Chana Gardner
Maurice Bridges	Charles Smith	Elizabeth Southern
Archie Eldred	Royce Strait	Flora Swaine
Stanley Foote	Max Taylor	Christine Mumbulo
John Gardner	Carol Barker	Evelena Roberts
Lewis Light	Hilda Bemis	Anna Faye
Glover Mansfield	Pearl Bogart	

FOURTH GRADE

Ray Church	Albert Place	Thelma Southern
Bailey Dixson	Wayne Stickle	Elfa-Lee Whitney
Hugh Houghtaling	Clausen Wood	Elsie Mumbulo
	Mary Bridges	

Primary Department

THIRD GRADE

Ralph Aplin	John Jones	Isabella Ross
Charles Faye	Inez Colburn	Helen Mumbulo
Ray Gillispie	Marjorie Hill	

SECOND GRADE

Lee Aplin	Earl Pickens	Lawson Mumbulo
Claud Benjamin	Charles Rose	Helen Colburn
Raymond Elliott	Nelson Shaw	Elsie Harris
Channing Newton	Paul Shorey	

FIRST GRADE

Holley Barker	Kenneth Rose	Margaret Weatherly
Louis Foote	Rodney Strait	Gertrude Brownell
Joseph Hurlbutt	Howard Waller	Lydia Curtis
Walter Pickens	Charles Whitman	Julia Eldred
	Alice Porter	

### Teachers' Training Class


**A**MONG the comparatively few high schools in the State designated for that purpose, Morris has been reappointed by the Commissioner of Education to continue its organization and instruction of the Teachers' Training Class. It is apparent that the future teacher must have special preparation, and the Training Class offers an opportunity for professional training at small expense. A careful reading of this announcement will show the value of the Professional Certificate issued to the graduates of the class.

#### Qualifications For Admission

Candidates must be at least 17 years of age at the time of entrance.

They must subscribe to the following declaration:

"We, the subscribers, hereby declare that our object in asking admission to the Training Class is to prepare ourselves for teaching; and that it is our purpose to engage in teaching in the public schools of the State of New York, at the completion of such preparation. We pledge ourselves to remain in the class during the year unless prevented by illness, or excused by the Commissioner of Education."

 The attention of candidates is especially called to this obligation

Candidates must possess good health, good character, capacity for training, freedom from physical deformity.

Candidates must hold as a minimum qualification one of the following:

- (a) Any teacher's certificate issued in this State.
- (b) Credit in Regents examinations for Elementary U. S. history with civics, arithmetic, geography, reading, spelling and writing and a total of 36 academic counts including English II, algebra, physiology and hygiene or biology, drawing and some foreign history.
- (c) A Regents Academic Diploma.

#### Organization of the Class

The school year is divided into two terms of not less than eighteen weeks in each.

The class will organize for the year on Tuesday, September 7th, but new candidates may be admitted at the beginning of the second term, provided they intend to take a full course in the class.

No tuition is charged members of the Training Class.

### Some Rules and Requirements

On every school day four periods of 40 minutes each must be occupied on the topics prescribed in the course of study.

Only those members of the class who have the time and ability will be allowed to take up subjects additional to those included in the course.

No person other than a member of the class shall recite with the class, except in psychology and history of education.

No person will be granted permission to enter the class later than the second Monday following the date of its organization.

All members must enter the term examinations, unless excused by the Commissioner of Education.

No member shall withdraw from the class before the expiration of the term, except by permission of the Commissioner of Education, and no such permission will be granted during the year simply in order that the candidate may teach.

Training class certificates are granted only upon the completion of a year's work as prescribed in the course of study.

Membership is limited to a period of two years.

No member may enter any teachers' examinations, other than for training classes, while a member of a training class, except by permission of the Department.

#### Observation and Practice Work

It is very important that the study of methods in teaching should not be merely theoretical; therefore members of the class will be given opportunities to visit the grade rooms to witness experienced teachers at work with their classes.

For practice work it will be required that each member have actual work in teaching by frequently taking charge of a regular class or grade in the school.

In addition to this, there will be practice for one period each day continuing through not less than two weeks, as soon as the student feels that he can teach a class reasonably well.

#### The Course of Study

##### FIRST TERM

First Period—Arithmetic.

Second Period—Psychology and principles of education, school management.

Third Period—Geography, physiology, nature study and agriculture.

Fourth Period—School law.

##### SECOND TERM

First Period—Language, composition, grammar.

Second Period—History of education.

Third Period—Penmanship, American history, civics.

Fourth Period—School law.

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### Training Class Admission Requirements

The requirements for admission to Training Classes in September, 1916, will be as follows:

- (a) Any teacher's certificate, expired or unexpired, issued in this State.
- (b) Credit in Regent's examinations for elementary United States history with civics, arithmetic, geography, reading, spelling, and writing and a total of 54 academic counts, including 10 counts in English, 10 counts in mathematics, 10 counts in science, 5 counts in a foreign history and 4 counts in drawing.
- (c) A Regents' academic diploma.

### The Certificate and Its Value

Members who attain a standing of 75% in all subjects will receive the Professional Certificate, valid for three years and renewable for five-year periods, if the holder shall have taught successfully at least two years under the certificate.

This certificate will entitle the holder to teach in any school not maintaining an academic department. However, a holder of this certificate who entered the class on an Academic Diploma shall, after four years of successful experience, be eligible to teach in the sub-academic grades of any school.

This certificate shall entitle its holder to one year's advanced standing in a State Normal School, provided he entered the class on an Academic Diploma and shall have taught successfully for one year after graduation.



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### General Information

**A**LL pupils who have pursued the study of a subject for a time not less than prescribed by the State syllabus, shall be admitted to the examination in that subject, unless it is otherwise ordered by direction of the Principal of the school. All pupils who have not pursued the subject for an adequate length of time must be excluded from the examination, but this requirement may be waived by the Commissioner of Education on application and certificate of the Principal in the case of pupils of exceptional maturity or training.

Candidates who are not attending any University institution may be admitted to examinations in such an institution upon twenty days' notice and identification satisfactory to the Principal.

In each department the teacher is required by law to enter in a school register the daily attendance of all the pupils under her care and to indicate the cause of every absence and tardiness. This is not optional with the teachers; but is demanded by the State Law, and this demand is rigidly enforced. Parents can easily see the absolute necessity of co-operating with the teachers in this matter.

Excuse blanks are furnished by the school, and on these blanks will be found all the excuses which are accepted by the Department of Education as lawful ones. Unless one of these is offered by the parent, the absence or tardiness must be counted as a violation of the law. If the attendance of any child becomes irregular, the parent becomes responsible under the law and is subject to the penalty. This matter should, therefore, be looked after very closely.

The Board of Education hold that every pupil absent or tardy shall bring to the teacher a signed statement from the parent or guardian giving the cause for such absence or tardiness. Three unexcused absences or cases of tardiness in one month shall be deemed sufficient cause for suspension of the pupil by the Principal, and such pupil may not be reinstated without action by the Board of Education.

### Rhetoricals

Rhetorical exercises will be given each month through the year, in which pupils from all departments of the school will participate. These exercises are a very important part of the school work, and much attention will be given them. Training in public speaking is something that no school should neglect, and it will be the aim of the teachers to give all of the pupils good practise in this line of work.

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## THE MORRIS HIGH SCHOOL

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### Rates of Tuition

Tuition for pupils in the Academic Department is free, whether the pupil is a resident of the district or not. In order to be enrolled in this department, pupils must hold a Regent's Preliminary Certificate. The school year is divided into four terms of ten weeks each and tuition in the grades is as follows:

Preparatory Department,	- - -	\$4 00
Intermediate Department,	- - -	2 50
Primary Department	- - -	1 50

No tuition for less than half a term is received. Tuition is payable on or before the close of each term. No tuition is charged pupils for the term in which they secure their Preliminary Certificate provided they continue in this school for their academic work.

### About Medical Inspection

Pupils are required by law to furnish Health Certificates signed by physicians at the beginning of each school year. If such certificates are not furnished within thirty days after school opens, the medical inspector employed by the Board of Education is required to examine such pupils, after the parents have been notified that such examination is to be made. Parents are to be notified of the results of such tests or examinations. Examinations made by the District Health Officer are without charge to the parents. If parents prefer they may employ their family physician to make the required examination and issue the certificate to be presented to the teacher when the child begins school.

The attention of parents is called to the vaccination law.

### The Fire Drill

It shall be the duty of the Principal of the school to instruct and train the pupils by means of drills, so that they may, in a sudden emergency, be able to leave the school building in the shortest possible time, and without confusion or panic. Such drills or rapid and unannounced dismissals shall be held at least once each month.

--Laws of New York, Art. 28, Sec. 730.

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## THE MORRIS HIGH SCHOOL

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### Compulsory Education Law

The attention of parents is called to the provisions of the Compulsory Education Law as briefly summarized below:

1. Every child between 8 and 16 years of age, in proper mental and physical condition to attend school, shall attend every day when school is in session; except that a child between 14 and 16 may remain out to engage in some useful employment, provided that he holds a school record, signed by the principal, certifying that the child attended school 130 days during the preceding year, or during the year preceding his 14th birthday, and is proficient in certain elementary subjects.

Pupils absent or tardy, must bring written excuses, giving the reason for absence or tardiness. The State Education Department has ruled that the only acceptable reasons are personal illness, illness in the family, or other reasons that may fairly be deemed "urgent necessity." All other absences must be entered in the register as unexcused, even though the parent consents to the absence and signs a written excuse.

3. A child under 14 cannot be legally kept at home for work. AN EXCUSE GIVING THE REASON "WORK," IS USELESS, AND THE ABSENCE IS UNEXCUSED, unless the child is 14 years of age and holds a school record.

4. The Truant Officer may arrest without warrant any child between 8 and 16 found from his home, and who then is truant from instruction upon which he is lawfully required to attend.

5. The enforcement of this law is not optional with the teachers or the Board of Education; and for failure to enforce it, one-half the State school moneys may be withheld from the district.



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## THE MORRIS HIGH SCHOOL

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### Some Regulations

Adopted by the Board of Education for the Guidance of Teachers and Pupils and for Public Information

#### Duties of Principal

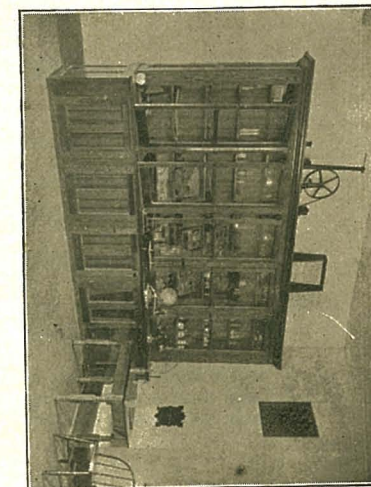
1. The Principal shall have entire supervision of the school, subject only to the direction and advice of the Board of Education.
2. He shall adopt methods of promotion of pupils from grade to grade or from class to class, and announce the dates for examinations.
3. He shall report to the Board any neglect of duty or lack of ability which renders any teacher unqualified for his or her position.
4. He shall fill all vacancies in case of the temporary absence of any teacher, and report the same to the Board of Education.
5. He shall call teacher's conferences for mutual consultation, and for the discussion of such topics as shall pertain to the general welfare of the school.
6. He shall be the guardian of all the school property, and shall promptly report any damage to same to the Board of Education.

#### Duties of Teachers

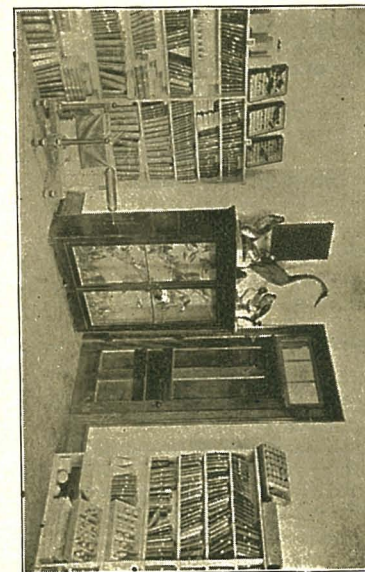
1. All the teachers are expected to be in their respective departments before the sessions begin, 15 minutes in the morning and 10 minutes in the afternoon.
2. Teachers shall not dismiss their departments or classes, or be absent during school hours, except in case of illness or some sudden emergency; in such cases they shall immediately report the same to the Principal. Teachers shall not supply their own substitutes.
3. Teachers shall not excuse pupils from class-work nor from school; neither shall they change the order of the programs nor classes, nor the place of conducting classes, without consultation with the Principal.
4. Teachers shall make promotions of pupils from grade to grade under the direction of the Principal.
5. Teachers shall make a written program of the daily exercises in their respective departments, and post the same in a conspicuous place in their rooms.
6. Teachers shall submit to the Principal at least one



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## THE MORRIS HIGH SCHOOL

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week in advance, a copy of the questions to be used in each subject in the regular examinations.

7. Teachers will be responsible for order and discipline in their rooms, and will be expected to co-operate with the Principal in all matters pertaining to the good order and discipline of the school in all of its departments.

8. Teachers shall attend teachers' meetings when duly notified by the Principal.

9. Teachers shall report immediately to the Principal all cases of truancy.

10. The school year shall not be deemed closed until Friday of Commencement week, and all the teachers will be expected to remain until that day.

11. It is desirable that in school or out of school the relations between teachers and all pupils of the school shall be that of teacher and pupil only. Social attentions are not commendable.

### Duties of Pupils

1. All pupils are required to conform to the rules and regulations of the school, and to yield prompt and cheerful obedience to the teachers; to observe the common rules of courtesy, politeness, good order, and proper deportment; to refrain from the use of tobacco, and from profane or obscene language upon the school premises; and when dismissed from school, to leave the buildings and grounds quietly.

2. Every pupil absent or tardy shall bring to his teacher a written excuse from his parent or guardian.

3. Pupils will be held responsible for any damage or injury to school property done by them.

4. Pupils must be present and perform their proper part in all rhetorical exercises, and in examinations.

### Miscellaneous Provisions

1. Pupils may be promoted at any time, at the discretion of the teacher and Principal.

2. Since the Department of Education demands a time-qualification in the form of a certain number of prepared and attended recitations in each academic subject, the teachers will keep a record of the number of recitations lost by each student and report to the State Department.

3. **Academic Priveleges.** Whenever academic pupils have completed their recitations for the day they may be excused at the beginning of the last regular recitation in the

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## THE MORRIS HIGH SCHOOL

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afternoon; but they must immediately leave the building and school ground unless they obtain permission of the Principal to do otherwise. This rule is subject to revocation by the Principal at any time.

Students shall be denied this privilege so long as their quarterly average examination standing falls below 80 per cent.

4. No student shall become a member of the junior or the senior class without permission of the Principal

5. Each senior member shall write one argumentative essay, or an oration, during his senior year, which composition shall be given at one of the senior class commencement exercises. The theme or subject of these essays shall be submitted to the Principal by the first of April. The Principal may modify these provisions should conditions arise seemingly to warrant it.

6. **The Janitor** shall look after and care for the building and walks; shall see that the rooms are properly heated, floors mopped, oiled and swept as needed, and the furniture and rooms kept clean; and see that the flag is displayed according to law. He has charge of the building in the absence of the teachers, and must be courteously treated by the pupils. He shall report promptly to the Principal any act of insubordination, or damage to school property.

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### Prizes

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#### The James R. Morris American History Prize

Established in 1905, by Dr. Lewis R. Morris, in memory of his father. It is a cash prize of \$50 in gold, divided \$25, \$15 and \$10. Contestants must be students in the High School department, with at least 24 academic counts to their credit. The essays will be judged by experts and marked on the following score:

1 Originality, accuracy of statement, general excellence,	60
2 Correct and elegant English	30
3 Spelling	10

The essays must be filed with the Principal not later than April 25th, accompanied by a list of the source books. Quotations verbatim must be indicated; but an essay made up largely of copied extracts will be rejected. The winning essays will be read at the Commencement exercises in June.

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## THE MORRIS HIGH SCHOOL

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#### The Rev. Geo. H. Sterling Scholarship Prize

Established by the late Rev. George H. Sterling and continued in his memory by his daughter. It consists of two cash prizes of \$10 each in gold for the students showing the highest standings in scholarship, one in the College Preparatory and one in the Normal Preparatory course, for third and fourth year work, to be determined from the general averages of class work and examination standings throughout the year.

#### Mathematical Prize

Principal Crandall offers a prize of \$5 in gold to the student obtaining the highest rating in the Regents examinations in any mathematical subject pursued during the year.

#### Grade Prizes

The Board of Education offers \$10 in cash prizes to be distributed among the grades for excellency in scholarship. It is divided as follows: Grades 7 and 8, \$2 each; Grades 1 to 6 inclusive, \$1 each.

#### General Information Test Prize

Herbert W. Scott of Brooklyn, a former Principal of the Morris school, offers a cash prize of \$5 in a general information test, the questions to be prepared by him. The contest is open to all pupils in the Preparatory and Academic departments.

#### Writing Prize

Sup't. M. R. Porter gives a prize for progress and improvement in muscular writing. It is divided equally among the three grade rooms and \$1 is given to that pupil from each room who shows the most improvement during the year.

#### Baptist Christian Endeavor Essay Prizes

The Christian Endeavor Society of the Baptist church offers two prizes of \$10 and \$5 respectively for the best and second best essays written by students from the Academic room and Training Class. The number of the contestants is to be fixed by the Principal at least 12 weeks prior to commencement. The essays must contain between 1,000 and 1,500 words, and shall all be written on the topic, "The Life of Christ." The judge must be a clergyman selected by the Principal. He shall judge them on the same basis as that used in the American History contest.

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THE MORRIS HIGH SCHOOL

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List of Text Books Used in the School

Primary

Beginners' Class.....Ward's Rational Primer  
First Grade.....Ward's Reader, Book I  
Second Grade.....Brooks's Reader, No. 2  
Third Grade.....Brooks's Reader, No. 3

Intermediate

Arithmetic.....Milne's Progressive  
Readers.....Brooks's Nos. 4, 5 and 6  
Physiology.....Davison's No. 1  
English.....Mother Tongue, Book I  
Geography.....Frye's First Book in Geography  
Spelling.....Champion  
Writing.....Palmer System

Preparatory

Arithmetic.....Milne's Progressive, Book II  
Geography.....Frye's Leading Facts of Geography  
English.....Mother Tongue, Book II  
History.....Montgomery  
Spelling.....Champion  
Physiology.....Davison's, No 2  
Writing in all the grades.....Palmer System  
Reading.....Brooks's, No. 7 and 8

Academic

English—1st and 2nd years.....Stebbins  
Composition and Rhetoric.....Brooks & Hubbard  
Latin—1st year.....Bennett  
Latin Grammer, Cæsar, Cicero.....Bennett  
Latin Composition—2nd and 3rd years.....Riggs  
German Grammer.....Joynes-Meisner  
Algebra.....Milne's Standard  
Advanced Algebra.....Hawkes  
Geometry.....Wentworth  
American History.....Hart  
Ancient History.....Morey's Essentials of Ancient History  
English History.....Walker  
Civics.....Boynton  
Biology.....Hunter  
Physics.....Millikan & Gale  
Chemistry.....Brownlee & Others