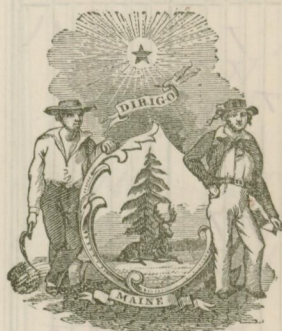


*No. 7 Received Aug 18  
1871 Summer Term in  
Dist. No. 7 Prospect Harbor  
Taught by J. W. Moore*



## State of Maine.

### TEACHER'S SCHOOL REGISTER

FOR 1871-2.

See that the blanks on the last page are filled.

Fill the blanks on the left hand of the several pages, by entering each scholar's number, his name in full, and his age in years.

If a scholar be absent at the opening of the school in the morning, put a perpendicular mark (thus, | ) in the upper part of the check for that day. If he be present at any part of the forenoon, make a horizontal mark across the top of the perpendicular (thus, T). If dismissed, make a horizontal mark at the bottom of the perpendicular (thus, L). The perpendicular mark will indicate absence; the perpendicular and horizontal marks united will indicate tardiness or dismissal, as the case may be. Proceed in like manner in the afternoon, in the lower part of the check.

If a scholar does not enter the school at the beginning of the term, draw a horizontal line (thus, —), to the day of entrance. If a scholar, for any cause, leave the school before the close of the term, draw a line from the day of his leaving to the close of the term.

If the whole attendance of a scholar amounts to less than two weeks, *he is not to be considered a member*; and consequently, he is not to be reckoned among the "Whole number of Scholars," nor will the "Average Attendance of Scholars," be affected by his absence.

Indicate deportment and rank in scholarship by numbers from 1 to 10; 1 expressing the lowest grade, 10 the highest, 5 medium and other figures corresponding grades. The upper figure in the space will indicate *deportment*, the lower figures in the same space, *rank*. In rank, express rather the good *efforts* of the pupil, so as not to discourage scholars of moderate abilities.

Schools which have record books or registers of their own, can use them instead of this, provided they include all the items required.

The teacher is required to keep this Register in all particulars, and to fill all the blanks. If the school should continue more than twelve weeks in each term, or number more than these blanks admit, or if there be more than two terms a year, the teacher should make use of two Registers. If more than one teacher should take charge of the same school, let each teacher write the facts required on the last page, the latter teacher always adding any new facts in his knowledge to what has been stated by the former.

*Jane W. Moore*

#### Directions to Teachers.

The teacher will learn from the agent the number of Scholars who had their legal residence in the district, when last numbered.

The teacher will find it necessary to note the attendance and absence of pupils *in half days*, in a memorandum from which he will fill up his Register at the close of his school, reducing the whole to weeks and tenths.

To find the average attendance, add the column of "days present," and divide the sum by the whole number of days in the session.

Male teachers reckon their wages by the month, female teachers by the week.

It is recommended that teachers, at the close of each term, make a written Report of the condition and progress of their last schools to the Supervisor or Committee.



[illegible]







By a law of this State, the following blank, "properly filled up, completed and signed," must be deposited with the School Committee, or some one designated by the Committee to receive it, before the teacher shall be entitled to receive pay for his services.

[illegible]