

August 27, 1976

To: All Central High School Teachers

From: W. C. Childs

Reference: Student Data Sheet

Please have all your students, including homeroom, furnish you with the following information. This information will need to be put on their individual data sheets in the same order as listed below.

1. Number of children in family and their ages.
2. Church preference.
3. Bus Number _____ Drive Own Car _____ Make _____ Model _____ Other _____
4. Career Interest _____
5. Special Information _____
6. Homeroom Teacher _____ Second Advisor _____
7. When they return from being absent from your class, have the student sign their individual data sheet as follows:
 1. Date of absence.
 2. Signature.
 3. Reason for their absence.
8. Clubs: 1. Name of Club: _____ Time of Meeting: _____ Sponsor: _____ Office Held: _____

2-Clubs only

August 27, 1976

To: All Homeroom Teachers

From: Frank Delaney

Reference: Lunchroom Forms

A lunchroom form must be filled out and returned to the homeroom teacher by September 3, 1976, on each student in your homeroom.

Whether they want free lunch, or not, they must return the form.

Please note the following items that must be complete on these forms.

It is necessary that all items are answered and returned to you by September 3, 1976. I will try to have these approved and returned to you by the following Tuesday. Further instructions will be given.

1. Be sure that all kids in school are listed as to name, school and grade.
2. Complete parents or guardian's name and address.
3. List total living at home including pre-schoolers, parents and others living in home.
4. Make sure the income is marked yearly, monthly OR weekly.
5. Check hardship cases.
6. Be sure the parents sign the form. If the parents are not interested in the lunch program they will still need to sign and indicate on the form that they are not interested, but will need to turn in the form.