

WELCOME
TO
CENTRAL HIGH AND ELEMENTARY SCHOOL

The privilege of attending Central on its opening day is yours. Central will benefit by you being here. Some of you will graduate and leave soon, others will be here for years to come.

The reputation that you make for your school this year will be a lasting one; therefore, let us all strive to make our school the best. If each person will promote scholarship, character, attitude, school spirit and cooperation to the highest degree possible then Central will be.....

EQUAL TO ANY AND INFERIOR TO NONE

made out of library Books Cards -

CENTRAL HIGH AND ELEMENTARY SCHOOL

FACULTY
1958-1959

ERSKINE MILLS
T. I. SHELLEY

✓ MISS LOUISE MALLARD ✓

✓ MRS. WILLADEAN LEE ✓

1 - ✓ HAROLD DEAN COOK

SHERMAN HALL ✓

MRS. HONORINE HIGHSKITH ✓

✓ SCOTT MORRIS

✓ MRS. HARRIET SCOTT

✓ MRS. LOLA STUBBS ✓

✓ MISS BARBARA KIMBROUGH

✓ MISS EVELYN VONIER

✓ MISS HELEN POWELL

WALTER DILLARD

✓ MISS BEA GRIFFIN

✓ MISS KATIE RAWLS

ELMO LEE ✓

B. G. HAMBY

✓ MISS KATHERINE SMITH

- ✓ MISS BETTY JEAN DORMINY

- ✓ MRS. DOROTHY CARROLL

✓ MISS DAWN DAVIS

✓ MRS. RUTH LAWRENCE

- ✓ MISS MARJORIE FOX *Martin*

✓ MRS. ESTHER C. MCLENDON

✓ MRS. KATHRYN BULLOCH ✓

✓ MRS. C. G. HOYE

- ✓ Mrs. Jones, L

✓ MRS. VIRGINIA Y. NICHOLS

- ✓ MRS. VIRGINIA REDDING

- ✓ MRS. ESTHER KING

✓ *L. Jones*

PRINCIPAL

ASSISTANT PRINCIPAL, SOCIAL STUDIES,
DRIVER EDUCATION

HOME ECONOMICS, HEALTH

HOME ECONOMICS, SCIENCE, HEALTH

PHYSICAL EDUCATION

PHYSICAL EDUCATION

LIBRARY

FOREIGN LANGUAGES

COMMERCIAL

COMMERCIAL

ENGLISH

ENGLISH

SOCIAL STUDIES

SCIENCE, MATHEMATICS

SCIENCE

MATHEMATICS

VOCATIONAL AGRICULTURE, GENERAL SHOP

GENERAL SHOP, YOUNG FARMER PROGRAM

8th GRADE 45

7th GRADE 40

6th GRADE 30

6th GRADE 30

5th GRADE 30

5th GRADE 30

4th GRADE 34

3rd and 4th GRADE COMBINATION

3rd GRADE

2nd GRADE

2nd GRADE

1st GRADE

1st GRADE

18
30
38

30

Courtesy is a little thing with a big meaning.
It helps everyone. It unlocks doors, opens
hearts, dispels prejudice, and creates friend-
ship and good will.

Courtesy inspires respect and admiration, it
bores no one, violates no laws, and costs
nothing. Since COURTESY is often praised and
never condemned, it is pleasing to all. It is
useful every moment of the day.

LET'S MAKE COURTESY AND FRIENDSHIP

OUR RULE

RULES

Central High and Elementary School will begin the 1958-59 year as a complete new school. As a school becomes established through the years many rules and regulations are set up. These rules are deemed necessary because of things that students must or must not do. This means that at various times students have not done the RIGHT thing. Since we have no rules to start with it is up to each individual student as to how many rules and regulations we must have.

If each student will strive at all times to DO RIGHT, then rules will not be needed.

A CREED FOR TEACHERS

As a public school teacher:

I believe in cooperative working relationships among the school, the home, and the community for the betterment of children.

I believe in respect for the individuality of each child.

I believe that moral, mental, and physical training is the right of youth and a cultural environment should be his privilege.

I believe in my work as a teacher and accept willingly the duties and responsibilities it offers as a life of service.

I believe in God as the ruler of life, a power who inspires in me faith, courage, fortitude, patience, and love for my service to society.

YOU MAY FIND THE FOLLOWING SUGGESTIONS HELPFUL TO YOU IN YOUR WORK THIS YEAR

1. The teacher should develop in pupils a respect for wholesome family relationships, remembering that he is an example to his students and that his personal life should be worthy of imitation.

2. The teacher should support his associates in conversation with others, both inside and outside the system, by emphasizing the good things which they are doing and by defending his colleagues against unjust accusations. He should not interfere in the classroom affairs of an associate (in such matters as discipline, marks or grades). He should respect the ideals of his associates, assuming that each one entered the profession because he preferred it above all others.

3. A teacher should seek to establish friendly and intelligent relations between home and school, ever keeping in mind the dignity of his profession and the welfare of the pupils. He should do nothing that would undermine the confidence and respect of their parents. Criticism by parents should be received with courtesy, patience, and open-mindedness. Information concerning the pupils should be discussed only with those persons who have a right to know.

4. A teacher should have an intense loyalty and pride in his own work, his administrators, and his school. If occasion requires complaint or criticism the teacher should go "through channels" to his immediate superior. It is an act of insubordination to go directly to an authority higher than your immediate superior without his knowledge and consent. It is a teacher's duty to report matters to his immediate superior when they are detrimental to the school. It is disloyal to criticize fellow teachers or superiors in the presence of parents or the general public.

5. A good teacher does not confine himself to the mere teaching of his specialized subject matter, nor to pupils in the narrow confines of his room. Every teacher has overall responsibility concerning the teaching of English, guidance, and citizenship. Every teacher has the responsibility to be constantly on the alert to the opportunity for service to pupils, and when a pupil needs help he himself cannot give he has the responsibility to find someone who can.

6. An administrator should allow ample time when requesting special work, extra reports, etc., and a teacher should be prompt in her compliance. Unnecessary delay or forgetfulness is the mark of a poor teacher. All meetings should have adequate prior notice. A teacher should allow ample time when requesting pupils to do work, always considering other activities on the school calendar when making assignments. A teacher should be prompt to class and other appointments.

7. As in other business, a teacher's day is over only when his work is done, or when all has been done that reasonably can be expected.

8. There are some words by "Whitman" that render a great challenge to us as teachers. "There was a child went forth and all he encountered he became." To meet this challenge, we must give full measure of ourselves in the performance of our task. To do this we must lay aside all prejudices, all jealousies, all complaints, all petty grievances, and seek as a profession, to become ONE; with the common goal of service to mankind uppermost in our minds.

The following is a list of reminders to Students that will enable our school to function with efficiency:

GENERAL

1. Students should remain outside the building in the mornings until the warning bell rings. Students should go directly to their home room when they arrive at school after the warning bell rings.
2. Except for regularly scheduled classes, students should not enter a class room when the teacher is not present.
3. Students who attend school less than fifteen (15) days during a six weeks period receive no grades or credit for that period unless work is made up to the satisfaction of their subject teacher.
4. Passing averages must be maintained by students for participation in extra school activities such as literary, athletic and for school or club officers.
5. Students are asked to not sit in cars during the school day.

WALKS AND HALLS

1. Students should refrain from whistling, running, singing, or loud talking in halls and walks at all times.
2. Staying in right-hand lanes in halls and walks will keep down congestion.
3. Please do not loiter in buildings.

CLASSROOMS

1. Windows and blinds are to be handled by the classroom teacher. Students are not to adjust windows or blinds except by the direction of the classroom teacher.
2. Gum and food are not to be opened in classrooms.
3. Students are not to go to any classroom to speak to another student unless sent by a teacher.
4. A student can be excused from a regularly scheduled class only by the principal.

CAMPUS

1. Students are urged to help keep grounds and halls clean.
2. Cars are not to be parked within the circle or near the unloading area.

CHAPEL

1. Students are urged to practice courteous chapel conduct and especially to remember to speak to any guests and thank any speaker after a program.
2. Students should not sit in a slouchy position or prop knees on the

"seat in front of them in chapel or otherwise.

3. Chewing gum in a public place such as school or church is bad manners.

LUNCH ROOM

1. Students should not enter the lunch room except during their lunch period.

2. Each person is to get his or her own plate; no one will be given two plates. You should not break-in line; no one may hold a place for you.

3. You are asked to be considerate of the others. See that your waste paper and milk bottles are returned to the proper place along with plate and utensils.

4. If food is spilled on the floor, you should aid lunch room personnel in cleaning it up at once.

5. On leaving the lunch room, you should be careful to keep your voices subdued and to stay away from windows and doorways to the buildings. Except in bad weather you are never to enter buildings during lunch period until the bell rings for your next class.

EXCUSES

1. Absence excuses must be checked by the office as soon as the student arrives at school and turned in to homeroom teacher on the day the student returns to school.

2. Excuses should bear full name of the student, also relationship of signee to student if someone other than parent signs the excuse.

3. Students who find it necessary to miss a day from school for any reason other than sickness should bring a written request to the principal beforehand.

CLUBS

1. Student clubs will be formed as the demand warrants. It has been proposed that membership to clubs be limited to three (3) for any given student. Holding class or student body office will not be counted in this limitation. Also, within this proposal a student may hold office in not over two (2) clubs of which he or she is a member.

→ Beta
Tri-Hi-Y
Key

SCHOOL LUNCHROOM PLAN

AT THE BEGINNING OF ACTIVITY PERIOD ALL STUDENTS WILL RETURN TO THEIR HOME ROOM. EXCEPTION.....9th GRADE SECTION THAT IS EATING FIRST FOR THAT WEEK, THEY WILL PROCEED DIRECTLY TO THE LUNCHROOM. THEIR HOME-ROOM TEACHER WILL MEET THEM THERE. THE OTHER 9th GRADE SECTIONS WILL EAT ACCORDING TO THE ROTATING SCHEDULE AND DURING THE ACTIVITY PERIOD. AFTER ALL THE 9th GRADE SECTIONS ARE IN THE LUNCHROOM THE 7th and 8th GRADES WILL COME TO LUNCH.

AT THE START OF THE FOURTH PERIOD THE ELEMENTARY GRADES WILL START THEIR LUNCH PERIOD.

AT THE BEGINNING OF REGULAR LUNCH PERIOD, ALL STUDENTS WILL RETURN TO THEIR HOME ROOM. EXCEPTION...10th, 11th or 12th GRADE SECTION THAT IS EATING FIRST FOR THAT WEEK. THEY WILL PROCEED DIRECTLY TO THE LUNCHROOM. THEIR HOME ROOM TEACHER WILL MEET THEM THERE. THE OTHER 10th, 11th and 12th GRADES WILL EAT ACCORDING TO THE ROTATING SCHEDULE.

THE TEACHER EATING FIRST EACH WEEK IS THE GROUND DUTY TEACHER OF THE SOUTH CAMPUS FOR THAT WEEK.

HOME ROOM TEACHERS WILL GO TO LUNCH WITH THEIR CLASS AND SUPERVISE DINING HABITS.

STUDENTS BRINGING LUNCH FROM HOME ARE TO GO TO THE LUNCH ROOM WITH THEIR CLASS AND USE THE DINING FACILITIES PROVIDED.

SCHOOL LUNCH WITH $\frac{1}{2}$ PINT OF MILK.....25 cents

ADDITIONAL MILK, $\frac{1}{8}$ PINT.....4 cents

ATTENDANCE REGISTERS

Each home room teacher is required to maintain a complete and accurate account of students attendance in the school attendance register. This register should be kept daily. Please keep in pencil. Accuracy is essential. The following are submitted for the purpose of clarifying certain instructions concerning keeping of the register.

1. Since boys and girls attendance is considered separately, it might be easier to keep boys on one page and girls on another.
2. Birthdates, ages, are essential and should be entered when names are entered on the register.
3. Registers are to be handed in to the office at the end of each school month (a school month is 20 days of school). The exact date registers are due will be posted on the teachers bulletin board at the end of each school month. It is necessary that registers be submitted promptly as other reports result from their consolidation.
4. Special attention will be accorded the designations "E", "T", "TT", "TS", AND "RE" in entering students on the register.
5. "Lawful and Unlawful" absences are explained in the register under the section "Definitions of Terms Used". Careful and uniform reporting of these designations is essential.
6. Special instruction and assistance will be given any teacher who desires it, concerning summaries and checking the attendance registers.
7. A careful record of absences from classes should also be kept in the teacher's class roll book.

TEXTBOOKS

THE FOLLOWING POLICIES AND PROCEDURES ARE RECOMMENDED CONCERNING TEXTBOOKS:

1. All textbooks should be numbered before classes begin.
2. Textbooks will be issued by subject teachers. Subject teachers will draw the number of books of each kind as indicated by the registration rosters for each subject.
3. ~~*****~~-- As the classes meet subject teachers will issue texts to the students, keeping a record of the book title, number, and condition of the book, (N--new, G--good, P--poor) and the student's home-room teacher. The original record of texts issued should be preserved by each subject teacher for subsequent checking of texts. A copy of this record should be turned in to the office.
4. Subsequent issuing, turn in or change in the student's textbook record will be recorded by the subject teacher. It is to be emphasized that teachers handle texts only through the office. Teachers are requested not to replace or remove books from the book office without the authorization of the Principal.
5. Students who have lost texts should check with the subject teacher who issued the book to determine appropriate action necessary. Generally the policy will be: if a student loses a book, he will be required by the subject teacher to pay for the lost text and receive another text. The teacher will receipt the student in order that he may receive a refund if the original text is found and returned. Teachers will not continue to allow students to attend classes without a textbook. It is the teacher's responsibility to make certain that every student has and uses his text while in class.
6. It is recommended that students be required to keep texts in homerooms when not in use. Teachers are urged to be especially strict on other students using the room and molesting or disturbing texts left therein.
7. Books found on school grounds, floor, in halls, and on busses will be turned in to the office. STUDENTS WILL BE REQUIRED TO PAY A FINE PLUS DAMAGE TO THE BOOK BEFORE IT WILL BE RETURNED TO THEM.
8. It should be emphasized to the students that these texts are the property of the state of Georgia and are loaned to them for use.
9. All text books issued to students must be covered. It is the duty of the subject teacher to see that this is done.

HIGH SCHOOL PROMOTIONS

1. High school students will be considered in the grade warranted by the total number of units earned as of the beginning of the school year. These designations are as follows:

13 or more units	12th grade - Senior
8 - 13 units	11th grade - Junior
4 - 8 units	10th grade - Sophomore
0 - 4 units	9th grade - Freshman

2. Promotion in high school is based entirely on the total number of standard units earned.

3. A normal schedule load for high school students is as follows:

Freshman - 9th grade	5 units
Sophomore - 10th grade	5 units
Junior - 11th grade	4 units
Senior - 12th grade	4 units

4. Juniors and Seniors may elect to take five units of work provided they have an average of "B" or better or if they need the additional units to fulfill the requirements for graduation.

CLASS SCHEDULE--CENTRAL HIGH SCHOOL--1958-1959

TEACHER	HOME ROOM 8:40-8:50	1 8:50-9:45	2 9:45-10:40	3 10:40-11:35	ACTIV. 11:35-12:00	4 12:00-12:55	LUNCH 12:55-1:25	5 1:25-2:20	6 2:20-3:10
Mr. Shelley (5)		1-Civics 2-Gov.		Driver Ed- ucation	A	American History	L	1-Civics 2-Dr.Ed.	2-Gov.
Miss Mallard (14)	9	1-Sr.Hlth. 2-Fr.Hlth.		Home Ec.- 11	C	Home Ec.- 11	U	Home Ec.- 111 & 1V	1-Fr. Hlt 2-Civics
Mrs. Lee (15)	9	Home Ec.- 1	Home Ec.- 1	General Science	T	General Science	N	2-Fr.Hlth.	1-Family Living
Mr. Bond Cook Room		Phy. Ed.	Phy. Ed.	Phy. Ed.	I	Girls BB Phy. Ed.	C	Phy. Ed.	Phy. Ed.
Mr. Hall (2)	10	Phy. Ed.	Phy. Ed.	Phy. Ed.	V	Phy. Ed. ✓	H	Boys BB Phy. Ed.	Phy. Ed.
Mrs. Highsmith		Library	Library	Library	I	Library	=	Library	Library
Mr. Morris (3)	11	French-1	Spanish- 1	Latin-1	T	English- 11	L		Latin- 11
Mrs. Scott (11)	12	Typing- 1	Typing- 11	Typing- 1	Y	Typing- 11	U	Bkbp.-11 S.Hd.-11(1/2) Off. Prac.	
Mrs. Stubbs (13)	10	S. Hd.-1 (12)	Typing- 1 (13)	Bkbp.-1 (12)	=	Typing- 1 (13)	N	Typing- 1 (13)	Typing- 1 (13)
Mrs. Vonier (24)	11		English- 111	Speech	P	English- 1V	C	English- 1V	English- 111
Miss Kimbrough (4)	9	English- 1	English- 11	English- 1	E	English- 1	H	English- 11	Spanish- 11
Miss Powell (6)	9	American History	World History	World History	R	World History	=		World History
Mr. Dillard (9)	10	Algebra- 11	Plane Geom.	Physics	I	Algebra- 1	L	Algebra- 11	Solid & Trig.
Miss Griffin (8)	10		Chemis- try	Biol- ogy	O	Biol- ogy	U	Biol- ogy	General Science
Miss Rawls (7)	12	Algebra- 1	General Math.	Refresh. Math.	D		N	Algebra- 1	General Math.
Mr. Lee (1)			General Shop	Voc. Ag.- 1	=	Voc. Ag.- 11	C	Voc. Ag.- 111 & 1V	
Mr. Hanby (1)		General Shop	Young		=	Farmer	H	Program	
Mr. Sewell (Voc. School)		VOCATIONAL SHOP			=		=	ORIENTATION	
Mr. Sewell		Mech. Drawing			=		=		
Miss Smith (23)	8			French-11	=		=		
Miss Dorminy (25)	7				=		=		

DAILY SCHEDULE
CENTRAL HIGH AND ELEMENTARY SCHOOL
1958-1959

This schedule is to be observed daily unless certain circumstances arise which make a change necessary.

8:25	Faculty Reports
8:35	Warning Bell
8:40--8:50	Home Room
8:50--9:45	First Period
9:45--10:40	Second Period
10:40--11:35	Third Period
11:35--12:00	Activity Period
12:00--12:55	Fourth Period
12:55--1:25	Lunch Period
1:25--2:20	Fifth Period
2:20--3:10	Sixth Period

3:00 Bell-Elementary students load on buses.....
(Grade 1 through 6).

3:05 Bell-High School plus 7th and 8th grades Bus
Students load.

3:10 Bell-Non-Bus Students in 7th through 12th
grades excused.

3:30 Bell-Normal school day is over for Faculty.

There will be two bells five (5) minutes apart at the change of each period. This is allowed for students to change classes. In most cases this time is sufficient; however, if some are chronically tardy to class, action should be taken to correct that situation. Negligent tardiness and loitering between classes will not be permitted.