STATE NORMAL SCHOOL SALEM MASSACHUSETTS



SIXTY-FIRST YEAR 1914-1915



STATE NORMAL SCHOOL SALEM MASSACHUSETTS



SIXTY-FIRST YEAR 1914-1915 APPROVED BY
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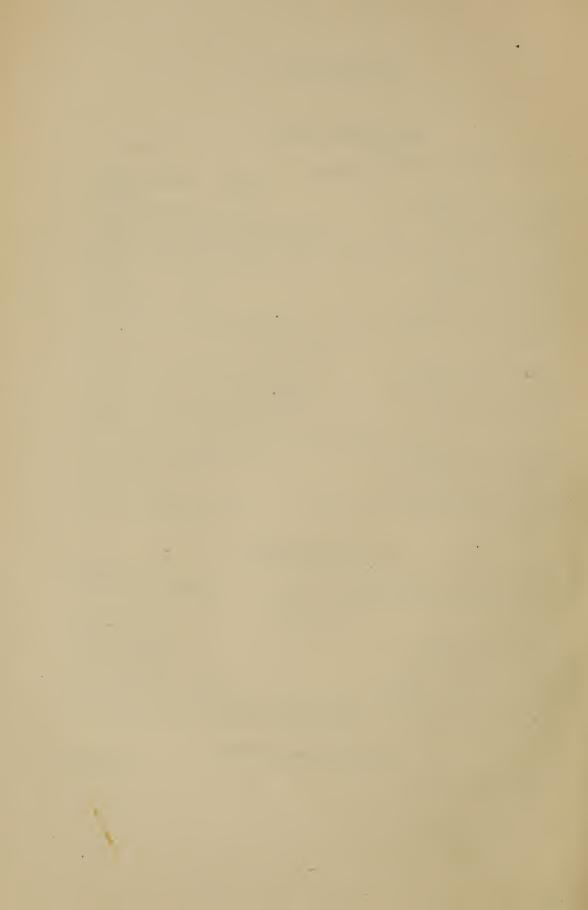
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FREDERICK P. FISH, Chair	man,	84 Sta	te St	treet, E	Soston			1916
Miss SARAH LOUISE ARNOI	LD, 9	Cresce	ent A	venue,	Newton	Cent	\mathbf{er}	1915
JEREMIAH E. BURKE, Sch	ool C	\mathbf{ommit}	tee :	Rooms,	Mason	Stree	et,	
Boston								1917
Mrs. ELLA LYMAN CABOT	, 1 M	arlbor	ough	Street	, Boston			1916
SIMEON B. CHASE, Fall Riv								1915
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FREDERICK W. HAMILTO								1916
PAUL H. HANUS, Harvard U						•		1917
CLINTON Q. RICHMOND,		•						1915
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(Address: 1	Ford	Build	ING,	Возто	N)			
DAVID SNEDDEN .		١.			Commi	ssione	r	
WILLIAM ORR					Deputy	Com	niss	ioner
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EDWARD C. BALDWIN					Rusine	ee And	nt.	



INSTRUCTORS

The Normal School

Harriet Laura Martin Librarian. Library practice Jessie Putnam Learoyd English Charles Frederick Whitney Practical arts and fine arts Mary Alice Warren Physical training, physiology and hygiene Gertrude Brown Goldsmith, A.B., M.A. Nature study, gardening, psychology Helen Hood Rogers Children's literature, reading Fred Willis Archibald Music Harriet Emma Peet Literature, arithmetic Louise Caroline Wellman Secretary Sumner Webster Cushing, S.B., A.M. Geography, geography of commerce, industrial geography, commercial literature Charles Elmer Doner Penmanship Ethel Almira Morse, B.A Typewriting, correspondence, shorthand Genorie Palmer Solomon . Assistant, manual arts and geography Alexander Hugh Sproul, B.S., M.S. Bookkeeping, commercial law, economics, history of commerce, pedagogy Ethel Augusta Rollinson Shorthand, bookkeeping, commercial arithmetic									
Jessie Putnam Learoyd English Charles Frederick Whitney									
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Helen Hood Rogers									
Fred Willis Archibald									
Louise Caroline Wellman Secretary Sumner Webster Cushing, S.B., A.M. Geography, geography of commerce, industrial geography, commercial literature Charles Elmer Doner Penmanship Ethel Almira Morse, B.A Typewriting, correspondence, shorthand Genorie Palmer Solomon Assistant, manual arts and geography Alexander Hugh Sproul, B.S., M.S. Bookkeeping, commercial law, economics, history of commerce, pedagogy Ethel Augusta Rollinson Shorthand, bookkeeping, commercial arithmetic									
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ETHEL AUGUSTA ROLLINSON Shorthand, bookkeeping, commercial arithmetic									
T TO O DANGE THE TIME									
Laura Turner Cooper, B.A., M.A History and social science									
Carrie Beryl Johnson Assistant, arithmetic and reading									
Lyman Richards Allen, S.B Psychology									
Walter George Whitman, A.B., A.M Practical science									
Assistant, English and history									
The Training School									
LYMAN RICHARDS ALLEN, S.B Director CLARENCE STODDARD GOLDSMITH									
Practical arts									
Amalie Knobel									
Bertha Mayo Arey Grades 7 and 6									
MAY LILLIAN PERHAM Grades 5 and 4									
Mary Elizabeth James Grades 3 and 2									
GERTRUDE ISABEL BIGELOW Grade 1 and kindergarten									
KATHRYN MARIE DONOVAN Kindergartner and assistant in primary grades									
EDITH MARION CHILDS Household arts; assistant in intermediate grades									
, assistant in internetiate grades									
The Farms School, Marblehead									
EDITHA MAY GRANT									



OFFICERS

Officers of the S	alem	No	rmal	Asso	ociatio	n,	1913-1916	
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JOANNA T. DALY .						. J		
Members o	of the	e At	hleti	c Ad	visorv	В	nard	
J. ASBURY PITMAN .	, 011			0 110	11501			
ALEXANDER H. SPROUL	•	•	•	•	•	• (Faculty	
TIMOTHY J. DRISCOLL	•	•	•	•	• '	. {		
ANDREAS W. S. TURNER	•	•	•	•	• *		Students	
ANDREAS W. S. TURNER ARTHUR J. SULLIVAN .	•	•	•	•	•	•)	C	
ARTHUR J. SULLIVAN .	•	•	•	•	•	•	Graduate	

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Andreas W. S. Turner			Vice-President
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HELEN N. O'CONNOR				Treasurer
Elsa L. Bassett .				Librarian

ORCHESTRA

Hazel D. Shields Secretary and Treasurer

CALENDAR FOR 1915 = 1916

Spring Recess

From close of school on Friday, February 26, 1915, to Monday, March 8, 1915, at 9.30 A.M.

From close of school on Friday, April 30, 1915, to Monday, May 10, 1915, at 9.30 A.M.

Graduation Week, 1915

Saturday afternoon and evening, June 19, the class play Tuesday morning, June 22, at 10.30 o'clock, graduation Tuesday evening, June 22, reception of the graduating class Wednesday evening, June 23, the class banquet

Beginning of School Year

Thursday, September 9, 1915, at 9.30 A.M.

Thanksgiving Recess

From Wednesday, 12.30 P.M., preceding Thanksgiving Day, to the following Tuesday, at 9.30 A.M.

Christmas Recess

From 3 P.M. on Thursday, December 23, 1915, to Monday, January 3, 1916, at 9.30 A.M.

Beginning of Second Half Year

Monday, January 31, 1916

Spring Recess

From close of school on Friday, February 25, 1916, to Monday, March 6, 1916, at 9.30 A.M.

From close of school on Friday, April 28, 1916, to Monday, May 8, 1916, at 9.30 A.M.

Graduation

Tuesday, June 20, 1916, at 10.30 A.M.

Entrance Examinations

1915

Thursday and Friday, June 24 and 25 Tuesday and Wednesday, September 7 and 8

1916

Thursday and Friday, June 22 and 23 Tuesday and Wednesday, September 5 and 6 (For hours and order, see pages 15 and 16)

Note. — The daily sessions of the school are from 9.30 to 12.35 and from 1.35 to 3 o'clock. The regular weekly holiday of both the normal and the training school is on Saturday. The telephone call of the normal school is Salem, 375; of the training school, Salem, 344. The principal's residence is at 260 Lafayette Street, and his telephone call is Salem, 943.

STATE NORMAL SCHOOL

SALEM, MASSACHUSETTS

AIMS AND PURPOSES

The aim of the school is distinctly professional. Normal schools are maintained by the State in order that the children in the public schools of the Commonwealth may have teachers of superior ability; therefore no student may be admitted to or retained in the school who does not give reasonable promise of developing into an efficient teacher.

The school offers as thorough a course of academic instruction as time permits and the claims of professional training demand. The subjects of the elementary curriculum are carefully reviewed with reference to methods of teaching. The professional training also includes the study of physiology and of psychology from a professional standpoint; the principles of education upon which all good teaching is founded; observation and practice in the application of these principles; and a practical study of children, under careful direction. In all the work of the school there is a constant and persistent effort to develop a true professional spirit, to reveal to the student the wealth of opportunity which is open to the teacher, and the grandeur of a life of service.

APPLICATION FOR ADMISSION

It is advisable that application be made soon after January 1, and that certificates be forwarded early in June. As far as possible, examinations should be taken in June.

REQUIREMENTS FOR ADMISSION

The admission requirements as given below will be in effect after January 1, 1916. For 1915 the admission requirements will be the same as for 1914.

- A candidate for admission to a Massachusetts State normal school as a regular student must have attained the age of seventeen years if a man, and sixteen years if a woman, on or before the first day of September in the year in which he seeks admission (but for admission to the household arts course at the Framingham Normal School an age of at least eighteen years is required); must be free from diseases or infirmities or other defects which would unfit him for the office of teacher; must present a certificate of good moral character; and must present evidence of graduation from a high school or of equivalent preparation, and, in addition, offer such satisfactory evidence of scholarship as may be required by the regulations of the Board. He must submit detailed records of scholarship from the principal of the high school or other school in which preparation has been made, showing the amount of time given to individual subjects and the grades therein, and such additional evidence of qualifications for the calling of teacher as may be defined in the regulations of the Board relating to normal schools.
- II. A candidate for admission as a regular student to a general course must offer satisfactory evidence of preparation in the subjects listed under "A," "B" and "C," amounting to 15 units, 10 of which units, however, must be in subjects under "A" and "B" and secured either by examination or certification. (The Massachusetts Normal Art School requires, in addition, that a special examination in drawing be passed. Applicants for admission to the Practical Arts Department of the Fitchburg Normal School may substitute evidence of practical experience in some industrial employment in whole or in part for the above.)

A unit represents a year's study in any subject in a secondary school, constituting approximately one-quarter of a full year's work. A. Prescribed Subjects. — Three units.

(1) English literature and composition.				3 units
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B. Elective Subjects. — At least 7 units from the following subjects: —

subj	cees.						
(2)	Algebra						1 unit
(3)	Geometry						1 unit
	History						1, 2 or 3 units
(5)	Latin .						2, 3 or 4 units
(6)	French						2 or 3 units
(7)	German						2 or 3 units
	Physics						1 unit
(9)	Chemistry						1 unit
	Biology, bot						$\frac{1}{2}$ or 1 unit
(11)	Physical geo	graph	у				$\frac{1}{2}$ or 1 unit
(12)	Physiology a	and hy	giene	·			$\frac{1}{2}$ or 1 unit
(13)	General scie	nce					$\frac{1}{2}$ or 1 unit
(14)	Drawing	•					$\frac{1}{2}$ or 1 unit
(15)	Household a	erts					1 or 2 units
(16)	Manual trai	ning					1 unit
	Stenography						1 or 2 units
(18)	Bookkeepin	g					1 unit
(19)	Commercial	geogr	aphy		•		$\frac{1}{2}$ or 1 unit
(20)	Arithmetic						$\frac{1}{2}$ or 1 unit

For the present, the topics included within the foregoing subjects will be such as are usually accepted by the Massachusetts colleges for entrance. The outlines submitted by the College Entrance Examination Board (substation 84, New York City) will be found suggestive by high schools.

- C. Additional Subjects. At least 5 units from any of the foregoing subjects, or from other subjects approved by the high school towards the diploma of graduation of the applicant representing work in addition to that for which credit is gained by examination or certification.
- III. A. Examinations. Each applicant for admission, unless exempted by the provisions of sections IV. and V., must pass entrance examinations in the subjects as required under "A" and "B." Examinations in these subjects will be held at each of the normal schools in June and September of each year (examinations for the Massachusetts Normal Art School are held only in September). Candidates applying for

admission by examination must present credentials or certificates from their schools to cover the requirements under "C," and will not be given examinations in these subjects. Persons not able to present these credentials must obtain credit for 15 units by examination in the subjects listed under "A" and "B."

- B. Division of Examinations. A candidate for admission to a normal school may take all of the examinations at once, or divide them between June and September. A candidate will receive permanent credit for any units secured by examination or certification.
- IV. Admission on Certificate. A graduate of a public high school approved by the Board of Education for purposes of certification to a State normal school may be exempted by the principal of the normal school from examination in any of the subjects under "A" and "B" in which the principal of the high school shall certify that the applicant is entitled to certification, in accordance with standards as defined by the Board of Education.

Credits secured by any candidate from the Board of Regents of the State of New York, or for admission to any college in the New England College Entrance Certificate Board, either by examination or certification, or in the examinations of the College Entrance Examination Board, will be accepted towards the total of 10 units under "A" and "B." In addition to the units granted by certification candidates must present credentials for subjects under "C."

V. Admission of Special Students.— (a) When in any normal school, or in any course therein, the number of students entered as regular students and as advanced students at the opening of any school year is below the maximum number for which the school has accommodations, the commissioner may authorize the admission as a special student of an applicant who, being otherwise qualified, and who, having taken the entrance examinations, has failed to meet the full requirements provided in the regulations of the Board, but who, nevertheless, is recommended by the principal of the normal school as, in his estimation, qualified to become a teacher. Such a

special student shall be given regular standing only when he shall have satisfied all admission requirements, and when his work in the school, in the estimation of the principal, justifies such standing. The principal of the normal school shall report annually in October to the commissioner as to all special students. Certificates may be granted to special students in accordance with regulations approved by the Board.

(b) When in any normal school, or in any course therein, the number of students entered as regular students, as advanced students and as special students as defined in (a) at the opening of any school year is below the maximum number for which the school has accommodations, the commissioner may, subject to such special regulations as may be approved by the Board, authorize the admission to any class as a special student, on the recommendation of the principal, of a person possessing special or exceptional qualifications for the work of such class. Such special student shall not be considered a candidate for a diploma until he shall have qualified as a regular student, but may, on the satisfactory completion of the work of the course, be granted a certificate to that effect by the Board. The principal of the normal school shall report annually in October to the commissioner as to all special students in the school under the provisions of this section

VI. Admission as Advanced Students. — A graduate of a normal school or of a college, or any person with not less than three years' satisfactory experience in teaching, may be admitted as a regular or as an advanced student to any course under such regulations as may be approved by the Board.

SCHEDULE OF ENTRANCE EXAMINATIONS

THURSDAY, JUNE 24, 1915

~	Morning		Afternoon
8.30- 8.45	Registration		Geometry
8.45-10.30	English literature and	2.30-4.00	Latin, arithmetic
	composition	4.00-5.00	General science
10.30-11.30	History		
11.30-12.30	Algebra ,		

FRIDAY, JUNE 25, 1915

	Morning		Afternoon
8.15- 8.30	Registration	1.30-2.30	Chemistry, physics
8.30- 9.30	Drawing, stenography	2.30-3.30	Physiology, bookkeeping
9.30-11.00	French, German, Cur-	3.30-4.30	Biology, botany, zoöl-
	rent events		ogy
11.00-12.00	Physical geography,		Household arts or man-
	commercial geography		ual training

Tuesday, September 7, 1915

	Morning		Afternoon
8.30- 8.45	Registration	1.30-2.30	Geometry
8.45-10.30	English literature and	2.30-4.00	Latin, arithmetic
	composition	4.00-5.00	General science
10.30-11.30	History		
11.30-12.30	Algebra		

Wednesday, September 8, 1915

	Morning		Afternoon
8.15- 8.30	Registration	1.30-2.30	Chemistry, physics
8.30- 9.30	Drawing, stenography	2.30-3.30	Physiology, bookkeeping
9.30-11.00	French, German, cur-	3.30-4.30	Biology, botany, zoöl-
	rent events		ogy
11.00-12.00	Physical geography,	4.30-5.30	Household arts or man-
	commercial geography		ual training

REQUIREMENTS FOR ADMISSION TO THE COMMERCIAL DEPARTMENT

The requirements for admission to the prescribed course of four years are the same as for students who apply for admission to the elementary department.

Graduates of colleges, and graduates of normal schools who have had at least two years of satisfactory experience in teaching, may be admitted to special elective courses of one year.

Graduates of normal schools who have had no experience in teaching, graduates of private commercial schools who present either diplomas from approved high schools or the equivalent, and who have had at least one year's experience in teaching or in business, and other persons presenting evidence of proper fitness and at least two years of satisfactory experience in teaching or in business, may be admitted to special elective courses of two years.

Graduates from the full course will receive diplomas. Appropriate certificates will be awarded to special students who complete approved courses of study. Students who present full equivalents of prescribed courses may be admitted to advanced standing.

CONDITIONS OF GRADUATION

The satisfactory accomplishment of the academic work of the course does not constitute a complete title to the diploma of the school. The power of the student to teach — judged from his personality and his efficiency in practice teaching — is so important that one who is manifestly unable to do so will not be graduated, whatever his academic standing may be.

THE OBSERVATION AND TRAINING DEPARTMENT

The Commercial Department. — The necessary opportunity for observation and practice teaching for students in this department is afforded in the Gloucester High School, the Lynn English High School, the Newton Technical High School, the Washington Grammar School, Beverly, and the Salem Commercial School.

Business practice is obtained in the offices of several important firms and banks in Boston and Salem.

The Elementary and the Intermediate Departments. — In cooperation with the school committee of the city of Salem, the normal school maintains a training school, beginning with a kindergarten and fitting pupils for the high school. The training school is conducted in a new building especially designed for its purpose. Besides thirty classrooms it contains an assembly hall, a library and rooms for woodworking, printing, bookbinding and household arts.

In planning the instruction in this school the aim is to connect it as closely as possible with the work in the normal school, to the end that the methods of teaching here may exemplify the theory which the normal school students are taught. A large part of the instruction in the training school is either supervised or actually given by normal school teachers, and the work in the normal school in particular subjects, as well as in the theory of education, is based largely on directed observation in the training department.

The work of the supervising teachers in the training department includes responsibility for the progress and discipline of pupils and the continuity and efficiency of the lesson preparation and classroom instruction of the student teachers, subject to the general direction and advice of the director of the school.

Opportunity is provided for students who intend to teach in the first grade to observe in the kindergarten, in order that they may become familiar with the theory and methods of the kindergarten and its relations to the rest of the elementary school system. All students who wish it have the opportunity to teach in our model ungraded school in Marblehead. Arrangements have been made, also, for the seniors to gain a considerable amount of experience in teaching in the schools of Beverly, Newton and Salem.

CURRICULA FOR ELEMENTARY, INTERMEDIATE, AND COMMERCIAL DEPARTMENTS

A. Elementary Department

Designed primarily for students preparing to teach in first six grades of elementary schools

A period is forty minutes in length

			Periods Weekly of —		
Name and Number of Course	Number of Weeks	Recitation	Laboratory or Teaching	Outside Preparation	
First Year					
English Language 1		36	2	_ ·	2 to 3 hours
English Language 8		36	1	-	1 hour
English Language 9		36	2	-	1½ hours
Literature 1		36	2	_	2½ hours
Arithmetic 1		36	3	-	2 to 3 hours
Geography 1	•	36	4	Occasional field trips	4 hours
History and Social Science 1		36	2	- Held trips	2 hours
Music 1		36	1	-	1 hour
Music 4		36	1	- '	None
Education 1		36	3	-	3 hours
Library Study		15	1	1	1 hour
Practical Arts 1	٠	} 36	3	-	1 hour
Physical Education 1		36	3	-	None
Second Year					
English Language 2		26	2	-	2 hours
Literature 2		26	2	-	2 to 3 hours
History and Social Science 2		26	2	-	2 hours
Physical Education 4		26	2	-	2 hours
Music 2		26	1	-	1 hour
Music 4		26	1	_	None
Education 2		26	1	-	2 hours
English Language 10		26	2	-	1 hour
Nature Study		26	4	-	4 to 5 hours
Practical Science 1		26	2	-	2 hours
Practical Arts 2	•	} 26	2	-	2 hours
Physical Education 2.	•	26	3		Mana
Education 6		10	Entire time	1	None
		10	Entire time	_	_

B. Intermediate Department

Designed for students preparing to teach in grades 7, 8 and 9

		Periods Weekly of —		
NAME AND NUMBER OF . COURSE	Number of Weeks	Recitation	Laboratory or Teaching	Outside Preparation
First Year				
Identical with first year of A				
Second Year				
English Language 3	26	2	-	2 to 3 hours
Literature 2	26	2	-	2 to 3 hours
Arithmetic 2	26	3	-	3 to 4 hours
Geography 2	26	3	Occasional	3 hours
History and Social Science 3 .	26	2	field trips	2 hours
Music 3	26	1	-	1 hour
Music 4	26	1	_	None
Practical Science 1	26	2	-	2 hours
English Language 11	26	2	-	1 hour
Practical Arts 3	1			2 hours
Fine Arts 3	$\left.\begin{array}{c}26\end{array}\right.$	2	_	2 nours
Physical Education 3.	26	3	_	None
Education 7	. 10	Entire time	-	-
Third Year				
English Language 4	. 26	2	3	None
Literature 3	. 26	2	-	2 to 3 hour
Geography 3	. 26	4	-	6 hours
Practical Science 4	. 26	4	-	4 hours
History and Social Science 4	. 26	4	-	4 hours
Practical Arts 4		4		2 hours
Fine Arts 4	. } 26	4		2 Hours
Education 3	. 26	4	-	4 hours
Physical Education 5.	. 26	2	-	2 hours
Music 4	. 26	1	-	None
Education 7	. 10	Entire time	-	-

C. Commercial Department

Designed for students preparing to teach in high schools of commerce or commercial departments in high schools

		PERIODS WEEKLY OF —		
NAME AND NUMBER OF COURSE	Number of Weeks	Recitation	Laboratory or Teaching	Outside Preparation
First Year				
English Language 5	. 36	2	-	2 hours
Shorthand 1	36	4	-	5 hours
Typewriting 1	. 36	5	-	None
History and Social Science 5	. 36	2	-	2 hours
Geography 4	. 36	2	-	2 hours
Practical Science 5	. 36	2	_	2 hours
Bookkeeping 1	. 36	2	-	3 hours
Bookkeeping 1a	. 36	1	~	1½ hours
English Language 12	. 36	1	-	1 hour
Physical Education 6	. 36	1	-	1½ hours
Music 4	. 36	1	-	None
Second Year				
English Language 6	. 36	2	Frequent	2 to 3 hours
English Language 7	. 36	1	conference	$1\frac{1}{2}$ hours
Shorthand 2	. 36	3	_	4 hours
Typewriting 2	. 36	3	_	½ hour
History and Social Science 6	. 36	3	_	3 hours
Arithmetic 3	. 36	2	_	3 hours
Geography 5	. 36	2	-	3 hours
Bookkeeping 2	. 36	3	_	$4\frac{1}{2}$ hours
Education 4	. 36	3	_	3 to 4 hours
English Language 13	. 36	1	_	1 hour
Music 4	. 36	1	-	None
Third Year				
Business practice under the gen eral supervision of the school	-			

Commercial Department — Concluded.

		Number of Weeks	Periods Weekly of —			
Name and Number of Course	Recitation		Laboratory or Teaching	Outside Preparation		
Fourth Year						
Literature 5		26	2	-	2 to 3 hours	
Literature 6		26	2	-	2 hours	
Shorthand 3		26	3 .	-	4 hours	
Typewriting 3	. 1	26	3	-	2 hours	
History and Social Science 9		26	2	-	2½ hours	
History and Social Science 7		13	3	-	4 hours	
History and Social Science 8		13	3	_1	4 hours	
Geography 6		26	2	-	2 hours	
English Language 14		26	1	-	1 hour	
Bookkeeping 3		26	3	-	4½ hours	
Education 5		26	2	-	2 hours	
Music 4		26	1	-	None	
Education 8		10	Entire time	-)	-	

¹ An afternoon every third week for studying a local industry first hand

Elective for One-year Special Course

Name and Number of Course		Number of Weeks	Periods Weekly of —					
			Recitation	Laboratory or Teaching	Outside Preparation			
Shorthand 4					26 to 36	5	_	8 hours
Shorthand 5					26 to 36	1	-	1½ hours
Typewriting 4			. '		26 to 36	5	-	2 to 3 hours 1
Bookkeeping 4					26 to 36	2	-	2 hours
Bookkeeping 4a		•		•	26 to 36	2	_	2 hours

¹ Second half year

Courses for elementary school teachers are marked A; for intermediate school teachers, B; for commercial teachers, C.

ENGLISH LANGUAGE

English Language 1. (A, B.) Language lessons and composition in the first six grades. Discussion, reading, written work, criticism, conference. Miss Learny and Miss——.

First year. Two recitations and two to three hours of preparation weekly.

Individual training in clear and effective speech and writing; principles of language studied chiefly as a foundation for teaching; aims and methods in teaching English; type lessons.

English Language 2. (A.) Teaching of English in the first six grades. Discussion, reading, written work, conference. Miss Learoyd. Second year. Two recitations and two hours of preparation weekly.

Definite lesson plans for each grade, illustrating different lines of work; practice in adapting stories and other material for use in schools; study of good language books and books on the teaching of English.

English Language 3. (B.) Composition. Discussion, reading, themes, criticism, conference. Miss Learnyd.

Second year. Two recitations and two to three hours of preparation weekly.

Aim: to give systematic and advanced instruction in English and training in oral and written composition. Narration, description, exposition.

English Language 4. (B.) Teaching of English in grades 7, 8 and 9. Miss Learoyd.

Third year. Two recitations and two to three laboratory periods weekly.

Discussion of subject-matter and methods of training in use at present; selection and organization of material to accomplish definite aims; a systematic and typical course of lessons worked out for one of the upper grades.

English Language 5. (C.) Rhetoric and composition. Themes, criticism, dictation, correction of papers, conference. Miss Learney. First year. Two recitations and two hours of preparation weekly.

Study of the paragraph, the sentence (including grammar); words; the study of models; oral and written composition; spelling and definition; punctuation and capitalization. Aims: clear thinking and effective speech and writing.

English Language 6. (C.) Exposition, description, narration. Miss Learoyd.

Second year. Two recitations and two to three hours of preparation weekly, and frequent conferences.

Collecting and organizing material and presenting it in oral or written form. Reading specimens of prose composition, short stories, magazines. Many short

and frequent long themes; training in securing and holding the attention of the class by reading aloud, giving abstracts of stories and of other reading, criticism, etc. Correct use and practice in dictation. Aims: clear, full and interesting presentation.

English Language 7. (C.) Business English and correspondence. Miss Morse.

Second year. One recitation and one and one-half hours of preparation weekly.

Aim: to give the student a thorough training in business letter-writing, as well as to acquaint him with the important details of office work. The work of the second half year is constructively critical in nature, and terminates with the strictly professional work of the course.

English Language 8. (A, B.) Methods course in reading for teachers in the first six grades. Miss Rogers.

First year. One recitation and one hour of preparation or conference or observation lesson weekly.

The "learning to read" stage, phonetics and the use of the dictionary are emphasized.

English Language 9. (A, B.) Oral reading. Miss Johnson.

First year. Two recitations and one and one-half hours of preparation weekly.

Aims: training in oral reading and in methods of teaching reading in grades 4, 5 and 6.

English Language 10. (A.) Practice and methods course in penmanship for teachers of the first six grades. Mr. Doner.

Second year. Two recitations and one hour of preparation weekly.

Aim: to train students to write well on paper and on the blackboard, in order that they may possess the skill required to teach penmanship in the first six grades. Demonstration lessons before classes are required which give the student confidence and ability to teach. Class discussion of the best methods for securing maximum of results in the minimum of time.

English Language 11. (B.) Practice and methods course in penmanship for teachers in grades 7 and 8. Mr. Doner.

Second year. Two recitations and one hour of preparation weekly.

Aims and methods as in Penmanship 1.

English Language 12. (C.) Beginner's course in penmanship. Mr. Doner.

First year. One recitation and one hour of preparation weekly.

Aim: to develop letter-form and freedom of movement.

. English Language 13. (C.) Advanced course in penmanship to perfect form and control of movement. ${\rm Mr.\ Doner.}$

Second year. One recitation and one hour of preparation weekly.

Training to write well on paper and on the blackboard.

English Language 14. (C.) Methods course in penmanship for teachers in commercial departments of high schools and for supervisors of penmanship in the grades. Mr. Doner.

Fourth year. One recitation and one hour of preparation weekly.

Blackboard writing; pupils required to give demonstration lessons before class; class discussion of the best methods for securing results.

LITERATURE

Literature 1. (A, B.) Children's literature. Miss Rogers.

First year. Two recitations and two and one-half hours of preparation weekly.

Aims: acquaintance with and appreciation of subject-matter; its use in the first six grades of the elementary school.

Literature 2. (A, B.) Appreciation of literature. Miss Peet. Second year. Two recitations and two to three hours of preparation weekly.

The course covers the study of current magazines; a comparison of present-day and Victorian novels; a study of three great poets, including a contemporary one; a brief study of the modern drama. Each student chooses his own subject and writes during the year four long themes suggested by the main topics of the course.

Literature 3. (B.) Teaching of literature in the seventh and eighth grades. Miss Peet.

Third year. Two recitations, three conferences and two to three hours of preparation weekly.

This course, which takes up methods of classroom work, embraces studies in poetry, in popular stories and standard books, together with the means of arousing in children an appreciation for literature and of cultivating in them the habit of reading good books.

Literature 4. (C.) General literature. Miss Goldsmith.

Fourth year. Two recitations and two to three hours of preparation weekly. Occasional papers.

Aim: to arouse a keener appreciation and enjoyment of good literature. The various literary types are studied with their best representative authors, and some attention is given to historical development. Works of authors of admitted superiority are used to establish a standard of comparison, and these are followed by a study of contemporary writers.

Literature 5. (C.) Commercial literature. Mr. Cushing. Fourth year. Two recitations and two hours of preparation weekly.

A study is made of the best of the current literature that deals with commercial and industrial conditions and activities. It is believed that some of the literature of this field is worthy of developing an appreciation for literature in general; at the same time it acquaints the student with the problems, ideals and significance of the wide field of commerce, in order that he may become a more intelligent high school teacher of commercial subjects.

ARITHMETIC

Arithmetic 1. (A, B.) Methods of teaching primary arithmetic. Miss Peet and Miss Johnson.

First year. Three recitations and two to three hours of preparation weekly.

This course takes up methods of teaching arithmetic to children in the first six grades of the elementary school. Such topics as the following are studied: aim of work; development of the idea of number; logical and psychological arrangement of subject-matter; outlining topics; preparation of lessons; means of securing skill in computing; studies in application.

Arithmetic 2. (B.) Methods of teaching arithmetic in the intermediate school. Miss Peet.

Second year. Three recitations and three to four hours of preparation weekly.

This course consists of studies in business and industrial applications of arithmetic, and prepares students to teach in the seventh and eighth grades.

Arithmetic 3. (C.) Commercial arithmetic, advanced course. Miss Rollinson.

Second year. Two recitations and three hours of preparation weekly.

The course is designed to give a review of elementary principles in arithmetic, the application of these principles to commercial work, and methods of handling the subject in high schools.

LIBRARY STUDY

Library study. (A, B.) A course in the technical knowledge and use of libraries. Miss Martin.

One-half of first year. One recitation, one laboratory or conference period and one hour of preparation weekly.

Aims: to bring students into close touch with the school library, show its resources and train to their efficient use; to encourage observation and practice in the home public library; to develop and foster the right attitude towards books and libraries. Topics: decimal classification; arrangement on the library shelf; card catalogue; magazine index; book index and table of contents; reference books; investigation of a subject in a library; government publications; book selection and buying; the general principles of classification and cataloguing; relations between the public library and the public school.

GEOGRAPHY

Geography 1. (A, B.) Mr. Cushing.

First year. Four recitations, with regular field and laboratory work, and four hours of preparation weekly.

First half year. General course, consisting of a study of soils, relief, weather, and climate in relation to people, in the vicinity of Salem and in distant lands. Aim: to develop a fund of geographic knowledge that will serve as a background for teaching earth sciences.

Second half year. Methods course to prepare teachers for the first six grades. A study is made of the content of home geography, the plan of a course of study, methods of developing the subject-matter of geography in the successive grades, and the use of textbooks, collateral reading and illustrative material.

Geography 2. (B.) Continental and commercial geography. Mr. Cushing.

Second year. Three recitations and three hours of preparation weekly, with occasional field, commercial and industrial trips.

Aim: to prepare teachers for the intermediate school. A study is made of North America, South America, Eurasia and home and world commercial geography. A wide range of treatment is suggested and discussed with reference to the need and capacity of the pupil. Acquaintance is made with all of the modern textbooks, readers and manuals, and with other supplementary material.

Geography 3. (B.) Advanced methods course in geography. Mr. Cushing.

Third year. Four conferences, six hours of preparation and occasional teaching lessons in the training school. Prerequisites, Geography 1 and Geography 2.

Aim: to fit students to become teachers of geography in the intermediate school. Problems of school geography are intensively considered. A study is made of life in type climatic and relief regions of the world, of selected problems in political and economic geography, of the geography of cities and of Massachusetts. Each student is required to teach a unit of the subject in at least four grades.

Geography 4. (C.) Physiography. Mr. Cushing.

First year. Two recitations and two hours of preparation weekly; occasional field trips in fall and spring.

Aim: to construct a broad basis for understanding commercial geography. A study is made of the origin and the significance of the earth's features, the agencies effecting changes in them, oceanography and climatology. The economic relation of each phase of the work is especially considered.

Geography 5. (C.) Commercial geography. Mr. Cushing.

Second year. Two recitations and two hours of preparation weekly; occasionally an afternoon for the study of actual commercial units, such as harbors, railroads and industrial plants. Prerequisite, Geography 4.

An intensive study is made of the representative conditions and commodities of commerce of Salem, Boston and vicinity, with special emphasis upon their relation to geographic factors. With this as a basis, world commerce is studied with the help of numerous textbooks, general reference books, museum specimens, pictures, etc. The needs of high school pupils are considered, and courses are outlined and methods discussed to meet them.

Geography 6. (C.) Industrial geography. Mr. Cushing.

Fourth year. Two recitations and two hours of preparation weekly, with an afternoon every third week for studying a local industry at first hand.

The course considers industries and their geographical relations; their location; source of power; character of labor; geographical destination and transportation of their finished products; and processes as far as they help explain the need of certain raw materials or indicate the need of the consumers in certain environments. A study is made of the industrial rank of nations. The course is particularly designed to prepare students to teach commercial geography in the industrial centers of New England.

HISTORY AND SOCIAL SCIENCE

History and Social Science 1. (A, B.) Problems in government and methods in teaching history and social science. Miss Cooper.

First year. Two recitations and two hours of preparation weekly.

First half year. The social and political problems immediately before the nation to-day are emphasized by a study of the historical growth of the nation's government, local, State and national.

Second half year. A general survey of the work of the first six grades of the elementary schools in history and social science; criticism of the historical literature for children; and a consideration of the methods of teaching history and social science.

History and Social Science 2. (A.) American history and methods in teaching history and social science. Miss Cooper.

Second year. Two recitations and two hours of preparation weekly.

A survey of the subject-matter of American and related European history to broaden the student's conception of history, its aims and its methods of study. Emphasis is placed on collateral reading in order that a broader knowledge of historical literature may be gained. Stress is laid upon current questions of history to bring out more clearly the relation of the past and present. The work in the pedagogy of history, begun in the first year, is continued in this year.

History and Social Science 3. (B.) American history and methods in teaching history and social science in the intermediate school. Miss Cooper.

Second year. Two recitations and two hours of preparation weekly.

A study of early American history with related units of general history. Extended collateral reading is given to develop the student in historical methods, and the pedagogy of history for the intermediate school is begun.

History and Social Science 4. (B.) American history and methods in teaching history and social science in the intermediate school. Miss Cooper.

Third year. Four recitations and four hours of preparation weekly.

This course is designed to carry on the work of the preceding courses, making a more intensive study of certain periods of American history and government with their European background. It also includes a treatment of the methods of teaching history and social science in the seventh and eighth grades.

History and Social Science 5. (C.) Economic and industrial history of Europe. Miss Cooper.

First year. Two recitations and two hours of preparation weekly.

By a survey of the history of Europe from the eve of the Middle Ages to the present time an attempt is made to give a basis for the understanding of present social, political and economic conditions of modern States.

History and Social Science 6. (C.) Economic and industrial history of the United States. Miss Cooper.

Second year. Three recitations and three hours of preparation weekly.

Aim: to acquaint the student with the social, political and economic development of the United States during the nineteenth and twentieth centuries, and, by a detailed study of the nation's government, to bring to him a realization of the growing organization, ideals and functions of that government.

History and Social Science 7. (C.) History of modern commerce. Mr. Sproul.

First half of fourth year. Three recitations and four hours of preparation weekly.

Aim: to promote a proper understanding of the value of commerce to national and individual life. The course includes a study of present-day tendencies in commerce and allied fields. The laboratory method is used where possible.

History and Social Science 8. (C.) Economics. Contemporary economic problems. Mr. Sproul.

Second half of fourth year. Three recitations and four hours of preparation weekly.

A study of economics, based on present-day problems, carried on through type studies, current literature and personal investigation.

History and Social Science 9. (C.) Commercial law. Mr. Sproul.

Fourth year. Two recitations and two and one-half hours of preparation weekly.

An inductive study of the application of the principles of justice to ordinary commercial relationships, aiming to develop a judicial habit of mind in the consideration of business affairs, and to acquaint the pupil with some of the more common requirements of business iaws.

MUSIC

Music 1. (A, B.) Elementary music. Mr. Archibald. First year. One recitation and one hour of preparation weekly.

Voice training, sight reading, ear training, and writing of symbols used to represent the time and tune of music. The subject-matter of this course is practically the work of the first six grades of the elementary school.

Music 2. (A.) Mr. Archibald.

Second year. One recitation and one hour of preparation weekly.

Aim: to familiarize the students with the music work of the first six grades, and to acquaint them with the best ways of presenting the problems. The child voice, song interpretation, part singing are some of the topics discussed. Outlines of the grade work are given and teaching plans of the principal subjects are made. Melody writing as a means of illustrating the various problems is required.

Music 3. (B.) Mr. Archibald.

Second year. One recitation and one hour of preparation weekly.

In addition to the work of Music 3 is required the study of the problems developed in three and four part singing, and in the boy's changing voice and its development.

Music 4. (A, B, C.) Music appreciation and general singing. Mr. Archibald.

Required of all members of the school. One recitation weekly through out the course.

Programs of folk songs and dances, art songs and composers are prepared and presented by students. The Victrola and pianola are used in this work. During the year several concerts and lectures are given by people well known in the musical world. Singing of standard choruses.

EDUCATION

Education 1. (A, B.) Applied psychology and pedagogy. Mr. Allen.

First year. Three recitations and three hours of preparation weekly.

A study of the mind as familiar in every-day life and in the schoolroom, leading to ideas of development in body and mind, and of purposefui guidance in that development as the work of education; modes of learning discovered are applied practically to processes of teaching and management; directed observation in the training school to demonstrate processes of instruction, the planning of lessons and the reasons underlying; types of lessons, principles of class and school management, measurement, supervision, general and special aims of education. This course is planned in immediate preparation for intelligent practice teaching in the senior year and general preparation for later professional work.

Education 2. (A.) Pedagogy. Mr. PITMAN.

Second year. One recitation and two hours of preparation weekly.

General and specific aims of education; discussion of current educational problems; school administration, including classroom management; school laws of Massachusetts.

Education 3. (B.) Pedagogy. Mr. PITMAN.

Third year. Four recitations and four hours of preparation weekly.

Contemporaneous problems in elementary education; special investigations and reports; school administration.

Education 4. (C.) Elementary psychology. Miss Goldsmith. Second year. Three recitations and three to four hours of preparation weekly.

The course aims to give an understanding of the fundamental laws which govern mental activity, and, by attention to the processes by means of which knowledge is obtained and formulated, to lay a foundation for the course in pedagogy.

Education 5. (C.) Pedagogy and its application in commercial teaching. Mr. Sproul.

Fourth year. Two recitations and two hours of preparation weekly.

A course preparing for the teaching of commercial subjects; general methods and methods of teaching the special subjects, covering briefly the history, function and scope of commercial training in the high school.

Education 6. (A.) Practice teaching.

Second year. Ten weeks, thirty periods weekly.

Education 7. (B.) Practice teaching.

Second and third year. Ten weeks, thirty periods weekly.

Education 8. (C.) Practice teaching.

Fourth year. Ten weeks, thirty periods weekly.

PRACTICAL ARTS AND FINE ARTS

Practical Arts 1. (A, B.) A course dealing with simple projects in industrial arts. Mr. Whitney and Miss Solomon.

One-half of first year. Three recitations and one hour of preparation weekly.

Aims: to train teachers for the first six grades of elementary schools along practical and industrial lines; to give the ability to make, read and apply simple structural drawings and patterns; to use simple hand tools; and to apply this knowledge to other studies in the curriculum. There is frequent observation of the work in the training school, visits to shops, gardens, etc.

Fine Arts 1. (A, B.) A course in drawing, color, design and art appreciation. Mr. Whitney and Miss Solomon.

One-half of first year. Three recitations and one hour of preparation weekly.

The course is designed to create and foster a knowledge and appreciation of art. There is frequent observation of teaching and methods in the training school. The illustrative work is closely related to other studies in the curriculum. A general review of work experienced or observed in the public schools is included.

Practical Arts 2. (A.) A course dealing with elementary projects in such lines as bookbinding, pottery, weaving, etc. Mr. Whitney.

One-half of second year. Two recitations and two hours of preparation weekly.

As in the previous course the aims are: the ability to make, read and apply structural drawings and patterns to the actual construction of simple projects; the ability to teach such work in the first six grades in the elementary schools; to appreciate purpose and fitness and good structural design; and to apply these to all industrial work.

Fine Arts 2. (A.) A course in drawing, color, design, art appreciation and methods of teaching. Mr. Whitney.

One-half of second year. Two recitations and two hours of preparation weekly.

Aims: to prepare teachers for the first six grades of elementary schools and to cultivate taste and art appreciation. Courses of study are planned and methods of teaching are studied and applied in the actual work in the training school. Blackboard sketching is applied in other studies in the curriculum.

Practical Arts 3. (B.) Mr. WHITNEY.

One-half of second year. Two recitations and two hours of preparation weekly.

Same as Practical Arts 2, except that the course consists of more advanced projects, adapted to grades 7, 8 and 9; observation and practice in sewing, cooking, modeling and gardening for the women; and in printing, woodworking and gardening for the men.

Fine Arts 3. (B.) Mr. WHITNEY.

One-half of second year. Two recitations and two hours of preparation weekly.

This course includes harmonics of color to be applied to school projects, the interior of the schoolroom or home; plans and color schemes for flower gardens, etc.; decorative and applied design; pictorial drawing involving principles of foreshortening and convergence; picture study; nature drawing; and blackboard sketching.

Practical Arts 4. (B.) Intended to familiarize the pupil with the courses of study, methods and demands made upon teachers in the intermediate school. Mr. Whitney.

One-half of third year. Four recitations or shop periods and two hours of preparation weekly.

Observation and practice in mechanical drawing, bookbinding, modeling and printing. The school and home gardens are planned, drawings made to scale and the color schemes applied.

Fine Arts 4. (B.) Methods and practice for students preparing to teach in the higher grades in elementary schools. Mr. Whitney.

One-half of third year. Four recitations and two hours of preparation weekly.

Aims: to offer a general survey of the history of architecture, sculpture and painting; to familiarize the pupils with the work required in the higher grades along the lines of drawing, applied design, nature work, etc. The course comprises the preparation and dyeing of papers, reeds and fabrics for the work in practical arts; the making and application of good designs in form and decora-

tion; the drawing of trees, plants and details studied in the nature course; and the drawing of simple objects and groups in outline, mass and color. The major part of the course is devoted to definite school projects, methods and practice teaching.

Practical Arts 5. (A.) Gardening 1. Miss Goldsmith.

Second year. Comprising the work in nature study for the spring months.

Aim: to give practical experience in garden work and acquaint the student with methods and devices for carrying on school and home gardens.

Practical Arts 6. (B.) Gardening. Mr. Goldsmith.

A garden, comprising half an acre, is worked on the community basis, and is planted entirely to vegetables, which are sold to families living in the vicinity of the school and to local dealers. This garden is planted, cared for, and the products harvested and marketed, by the boys of the seventh and eighth grades.

The men of the senior class are expected to observe and direct the work.

PHYSICAL EDUCATION

Physical Education 1. (A, B.) Physical training. Miss Warren. First year. Three periods weekly.

This course is designed to improve the physical condition of the student. It includes plays and games and methods of teaching them, with emphasis on the learning of the games and playing them. Folk dancing and corrective exercises are important features of the work.

Physical Education 2. (A.) Physical training. Miss Warren. Second year. Three periods weekly.

This course aims to prepare the student to teach such exercises as may be used in the first six grades of the elementary schools, as story plays, folk dancing and both outdoor and indoor games.

Physical Education 3. (B.) Physical training. Miss Warren. Second year. Three periods weekly.

Teaching lessons in folk dancing and games suitable for upper grades are prepared by the students. Some time is devoted to formal gymnastic work. Opportunities to supervise groups of children in the playground and in the gymnasium and to do some corrective work are utilized.

Physical Education 4. (A.) General hygiene. Miss Warren. Second year. Two recitations and two hours of preparation weekly.

Discussion of methods frequently takes the place of the recitation. The teaching of hygiene in a normal school has a twofold purpose, — to help the

student to realize how he may maintain in his own body the highest possible working efficiency, and to train him to present the subject to children in such a manner as to bring about a marked improvement in their standard of health.

Physical Education 5. (B.) Hygiene and sanitation. Miss Warren.

Third year. Two recitations and two hours of preparation weekly.

Aim: to train students to present those phases of hygiene and sanitation which can best be understood by pupils in the upper grammar grades. Emphasis is placed upon public health problems, as milk and water supply, housing, sewage disposal and infectious diseases. Attention is also given to the intelligent treatment of emergency cases.

Physical Education 6. (C.) Personal hygiene. Miss Warren. First year. One recitation and one and one-half hours of preparation weekly.

The purpose of the course is to aid the student to form right habits of living, and to furnish accurate knowledge of social hygiene, including personal, family, city, State and industrial hygiene.

PRACTICAL SCIENCE

Practical Science 1. (A.) Nature study. Miss Goldsmith. Second year. Four recitations and four to six hours of preparation weekly.

Occasional papers. Laboratory work given in place of regular preparation or recitation at the discretion of the instructor. The course aims to give a general training in the fundamentals of biological science and methods of teaching general nature study material in the grades.

Practical Science 2. (A, B.) Mr. WHITMAN.

Second year. Two recitations and two hours of preparation weekly.

Consideration is given to science questions of the home, school, public utilities, manufactures, trades and arts which come within the range of the student's experience. The course is intended to afford a broad outlook over the field of general science, and an insight into the ways in which science is useful to man. The project method is employed as far as practicable. Excursions to show practical applications in the arts and industries occur frequently.

Practical Science 3. (B.) Mr. WHITMAN.

Third year. Two recitations and two hours of preparation weekly.

This course is chiefly of a professional nature. It deals with the place of science in the curriculum of the intermediate school. Outline courses for the seventh and eighth grades will be prepared and tested in the training school and in other schools with which the normal school is affiliated. The biological side

of science will receive some attention, but the chief aim of the course is to find for the physical sciences the same useful place in the grades that has already been established for nature study.

Practical Science 4. (C.) Mr. WHITMAN.

First year. Two recitations and two hours of preparation weekly.

A study of general science in its relations to the arts and industries, particularly those within the immediate environment of the students. Frequent excursions, investigations and reports. The course is closely related to that in industrial geography.

SHORTHAND

Shorthand 1. (C.) Benn Pitman. Introductory course. Miss Rollinson.

First year. Four recitations and five hours of preparation weekly.

Principles of the system are mastered, keeping the professional side in view, and a fair amount of speed in new matter is acquired.

Shorthand 2. (C.) Benn Pitman. Intermediate course. Miss Rollinson.

Second year. Three recitations and four hours of preparation weekly.

Principles are reviewed thoroughly, speed work is continued, and classics, which are written in shorthand, are read and studied.

Shorthand 3. (C.) Benn Pitman. Methods course. Miss Rollinson.

Fourth year. Three recitations and four hours of preparation weekly.

Aim: to present the best methods of teaching shorthand. This includes a study of pedagogical works on the subject of shorthand, observation teaching, plan work and training. Comparison of texts and systems also enters into this course.

Shorthand 4. (C.) Benn Pitman. Miss Morse. For special students who are admitted to a one-year course. Five recitations and eight hours of preparation weekly.

A brief but comprehensive course in the Benn Pitman system, including a thorough training in the principles of the system, together with parallel discussions of the methods to be employed in their presentation.

Shorthand 5. (C.) Gregg. Miss Rollinson. Elective for students who have already completed a course in Gregg shorthand.

One recitation and one and one-half hours of preparation weekly. The course consists of a review of principles with the professional idea in mind, speed dictation and method work.

TYPEWRITING

Typewriting 1. (C.) Foundation course for beginners. Miss Morse.

First year. Five laboratory periods weekly.

Aim: to make of each student an accurate touch operator, at the same time acquainting him with the fundamentals of letter-writing. Simple accuracy tests are held during the second half year.

Typewriting 2. (C.) Advanced course. Miss Morse.

Second year. Three laboratory periods and one-half hour of preparation weekly.

The work of this course supplements that of Typewriting 1, emphasis being laid on speed as well as accuracy in work done. Accuracy and speed tests are held throughout the year.

Note. — The speed tests given are the regular award tests offered by the different typewriter companies, and students passing them receive certificates or medals.

Typewriting 3. (C.) Methods course. Miss Morse.

Fourth year. Three periods, recitation and laboratory, and two hours of preparation weekly.

This course discusses the work of Typewriting 1 and Typewriting 2 from the professional viewpoint. General methods are considered, textbooks are examined and criticized, courses of study, adapted to different groups of students, are planned.

Typewriting 4. (C.) Miss Morse.

For special students who are admitted to a one-year course. Five periods, laboratory and recitation, and two to three hours of preparation during the second half-year.

This course covers the work of Typewriting 1, 2 and 3, and is so planned as to make it possible for either a beginner or an advanced student to complete the required amount of work in one year.

BOOKKEEPING

Bookkeeping 1. (C.) Introductory course. Miss Rollinson. First year. Two recitations and three hours of preparation weekly. (Taken in conjunction with Bookkeeping 1a).

Aim: to teach elementary principles and bookkeeping routine.

Bookkeeping 1a. (C.) Principles of accounts. Mr. Sproul.

First year. One recitation and one and one-half hours of preparation weekly (taken in conjunction with Bookkeeping 1).

The course develops the principles of debit and credit, various expedients for recording transactions, theory and purpose of the account, and instructs the pupil in the formulation of the usual business statements.

Bookkeeping 2. (C.) Advanced course. Mr. Sproul.

Second year. Three recitations and four and one-half hours of preparation weekly.

Special attention is given to principles underlying the construction of accounts and their classifications, and the preparation and interpretation of business statements to show condition and progress of the business. The application of accounts to varied lines of work undertaken, elements of cost accounting and variations due to form of organization are studied.

Bookkeeping 3. (C.) Elementary accounting. Mr. Sproul.

Fourth year. Three recitations and four and one-half hours of preparation weekly.

Comprehensive study of balance sheets and statements of various kinds; detailed consideration of assets and liabilities, depreciation, reserves, surplus, capital and revenue expenditures, statements of affairs, deficiency account, realization and liquidation statements; also, study of accounts of nontrading concerns, as societies, clubs, etc. The course closes with instruction in methods of teaching bookkeeping in high schools.

Bookkeeping 4. (C.) Elementary bookkeeping and methods of teaching. Miss Rollinson.

For special students who are admitted to a one-year course. Two recitations and two hours of preparation weekly (taken in conjunction with Bookkeeping 4a).

A course combining instruction in bookkeeping principles and practice with instruction in methods of presentation in high schools.

Bookkeeping 4a. (C.) Theory of accounts. Mr. Sproul.

For special students who are admitted to a one-year course. Two recitations and two hours of preparation weekly (taken in conjunction with Bookkeeping 4).

Similar to Bookkeeping 1a, but the maturity of the pupil and additional time permit of more extended and comprehensive work.

LECTURES AND CONCERTS

The following lectures and concerts have been given at the school since the issue of the last catalogue: —

Social Phases of School Work The Manual Arts in Social Service Work		
Memorial Day address: The Battle Su		414 1 6 7
mer		Alfred S. Roe
Graduation address: Education, Mo	od-	
ernly Speaking	•	Dr. George H. Martin
The Place of Civics in the Curriculum		H. A. Nightingale
Teaching to Teach		Dr. A. E. Winship
The Promotion of Temperance .		Warren P. Landers
Reading: Dr. Jekyll and Mr. Hyde .		John Duxbury
India and the Far East		Charles S. Crosman
Lincoln Day program: readings .		Judge Alden P. White
Opera talks		Havrah W. L. Hubbard
Madam Butterfly		
La Bohème		
Lohengrin		
Tannhauser		
Concert		Mendelssohn String Quartet
Concert		Durell String Quartet
Concert		Myrtle Jordan Trio
Pianoforte recital		Pemberton Whitney
Concert		Lotus Quartet

THE ART CLUB

Students have frequently expressed a desire for a further study of art than the regular course affords. For this reason, members of the faculty and students have organized an art club, meeting at least twice in the month for the study of art in various phases. This study includes papers by the members on the schools of painting; visits to the Museum of Fine Arts, the Boston Art Club, and other art galleries; visits to places of historic interest; out-of-door sketching; and advanced work along industrial lines.

THE MUSICAL CLUBS'

A glee club, selected by competition, rehearses weekly, sings at various entertainments of the school, and gives an annual concert. An orchestra of stringed instruments is also one of the musical activities of the school.

Tickets for the concerts of the Boston Symphony Orchestra and for the Boston Opera Company are obtained for students upon application.

THE MANAGEMENT OF THE SCHOOL

Students in a school for the professional training of teachers should be self-governing in the full sense of the term. Each student is allowed and is encouraged to exercise the largest degree of personal liberty consistent with the rights of others. The teachers aim to be friends and leaders. They will not withhold advice, admonition and reproof, if needed; but their relations in these respects are usually with individuals instead of with classes, and are of the most helpful and generous Those students who, after full and patient trial, are nature. found unable to exercise self-control and unworthy of confidence, are presumed to be unfit or unlikely to become successful teachers, and will be removed from the school. Others, also, who through no fault of their own, but in consequence of conspicuous inaptitude, or physical or mental deficiencies, are unfit for the work of teaching, will be advised to withdraw, and will not be graduated.

Many matters pertaining to the general welfare of the school are referred for consideration to the school council. This is a representative body, consisting of the principal and two other members of the faculty, and members chosen by each division of the senior, middle and junior classes. Thus the students, through their representatives, have a voice in the management of the school, and also assume their share of the responsibility for its success.

Regulations

- 1. Regular and prompt attendance at all sessions of the school is expected of every student. Those who find it necessary to be absent for more than a single day should so inform the principal. For all avoidable absence including that for teaching as substitutes the permission of the principal must be obtained in advance.
- 2. Students who are withdrawing from the school must inform the principal of their decision, and must return all the books and other property of the school which are charged to them. Those who fail to do so promptly must not expect any recommendation or indorsement from the school.
- 3. Any property of the school which is lost or seriously injured by students must be paid for by them.
- 4. Although the school has no dormitories, it recommends to students who are to live away from their homes several houses in Salem where board and room may be obtained at reasonable prices. These houses, in addition to being suitable in other respects as homes for students, meet the following conditions which are prescribed by the State Board of Education: They receive no boarders other than students and instructors of the normal school; the same house does not receive both men and women students; the number of students in any one house is limited to the family group of eight.

All students who board away from their homes during their membership in the school are required to live in the houses recommended by the school. Exceptions to this rule may be made for those whose parents wish them to live with relatives or personal friends, but in such cases the parents must inform the principal of the school of the circumstances, in writing, and receive his approval. No change in boarding place may be made by any student without the previous consent of the principal.

Students living in groups in approved houses are expected to form habits which are to the advantage of their own work and that of their companions. The hours from seven to ninethirty in the evening should be observed as a period of study.

Except under unusual conditions, lights should be out by ten o'clock. If students find it necessary, for any reason, to be absent from the house for an evening they should inform their landladies of their plans.

Those who receive our students into their homes must, of necessity, assume responsibility for their conduct in the same measure as would be required of teachers in charge of a dormitory. They are therefore expected to report to the principal any impropriety of conduct on the part of students which ought to be known by him, or any behavior of theirs which would be considered improper in a well-regulated dormitory.

Expenses, Aid, Loan Funds

Expenses. — Tuition is free to all residents of Massachusetts who declare their intention to teach in the schools of this Commonwealth. Students admitted from other States are required to pay a tuition fee of \$50 per year, of which sum one-half is due September 9 and the other half February 1. Textbooks and supplies are free, as in the public schools. Articles used in school work which students may desire to own will be furnished at cost. The expense of board for two students rooming together, within easy distance of the school, is from \$5.50 each per week upward.

School Restaurant. — A restaurant is maintained in the building, in which is served at noon each school day a good variety of wholesome and attractive food at very reasonable prices.

State Aid. — To assist those students, residents of Massachusetts, who find it difficult to meet the expenses of the course, pecuniary aid is furnished by the State to a limited extent. Applications for this aid must be made in writing to the principal, and must be accompanied by such evidence as shall satisfy him that the applicant needs assistance. This aid, however, is not furnished to residents of Salem, nor during the first half year of attendance at the school.

Loan Funds. — Through the generosity of members of the faculty and graduates of the school several funds have been

established, all of which, by vote of the Salem Normal School Association, are administered by the principal as loan funds. Students may thus borrow reasonable sums of money with which to meet their expenses during their connection with the school, and payment may be made at their convenience, after they have secured positions as teachers.

Besides the Students' Benefit Fund are other funds, founded by graduates of the school as memorials to Dr. Richard G. Edwards, principal from 1854 to 1857; to Prof. Alpheus Crosby, principal from 1857 to 1865; to Dr. Daniel B. Hagar, principal from 1865 to 1895; and to Dr. Walter P. Beckwith, principal from 1895 to 1905. The total amount of money now available is about \$2,000. The principal will gladly receive and credit to any of the above funds such contributions as graduates and friends of the school may be disposed to make. Frequently a little timely financial aid from this source may save to the profession an efficient teacher.

Employment for Graduates

The increase in the number of normal school graduates employed in Massachusetts as teachers has been, especially during the past twenty years, very much greater proportionately than the increase in the whole number of teachers, but even at the present time they constitute less than seventy per cent. of all the teachers in the State, and the demand is annually greater than the supply; especially for the higher grammar grades there is a marked scarcity of strong candidates. Although the school does not undertake to guarantee positions to its students, it is a fact that graduates of any department are rarely without positions three months after graduation. principal takes pleasure in assisting them to obtain such positions as they are qualified to fill. To that end he is glad to correspond or to confer with school authorities. He also wishes to be kept informed concerning the degree of success in teaching of former students.

Scholarships for Graduates

There are offered at Harvard University four scholarships, each of an annual value of \$150, for the benefit of students in Harvard College who are graduates of any reputable normal school in the United States.

Notices to School Officials

All interested persons, especially those connected in any way with educational work, are cordially invited to visit the school, to inspect the buildings and equipment, or to attend the exercises in its classrooms or training schools at any time and without ceremony.

During the summer vacation some person qualified to give information regarding the school, its work and the conditions of admission will be at the building each forenoon except Saturday. Requests for catalogues are always promptly honored.

Superintendents and other school officials are requested to send to the school copies of their reports, courses of study and other publications of common interest. The courtesy will be appreciated and reciprocated.

GENERAL INFORMATION

Historical Sketch

The State Normal School at Salem was opened to students September 12, 1854. It was the fourth normal school established by the State of Massachusetts. Its first building stood at the corner of Broad and Summer streets. This was enlarged and improved in 1860, and again in 1871. After twenty-five years the accommodations proved inadequate to meet the increased demands made upon modern normal schools, and an appropriation was made by the Legislature for a new building, which was first occupied by the school December 2, 1896. A new training school building was occupied for the first time December 2, 1913. The site, buildings and equipment represent an expenditure of \$500,000; and it is

believed that the Commonwealth here possesses an educational plant as complete and convenient as any of its kind in this country.

Decorations

It is generally conceded that no building or schoolroom is finished or furnished which lacks beautiful and artistic decorations, not only because these objects are beautiful in themselves, but because of their refining and educative value. There is a silent influence resulting from the companionship of good pictures or casts, elevating the thought, and creating a dislike for the common, ugly and inferior type of decoration so often seen. The school has many pictures and casts, the gifts of the students, the faculty and other friends of the school, and all these have been selected with great care and artistic judgment, so that the whole is harmonious.

The Teachers and Students

The school during its history has had five principals and ninety-two assistant teachers. The development of the practice schools began in 1897, and with them fifty-five persons have been connected as teachers. Twenty teachers are now required in the normal school and nine in the training schools.

Nearly sixty-seven hundred students have attended the school. The proportion of those who complete the course has been increasing steadily in recent years.

The Location and Attractions of Salem

No place in northeastern Massachusetts is more easily accessible than Salem. It is on the main line of the eastern division of the Boston & Maine Railroad system, connecting with the Saugus branch at Lynn. A branch road to Wakefield Junction connects the city with the western division. There is direct communication with Lowell, Lawrence, Haverhill, Rockport and Marblehead. Trains are frequent and convenient. Salem is also the center of an extensive network of electric railways. Students coming daily to Salem on Boston

& Maine trains can obtain season tickets at greatly reduced rates. Trains on the Marblehead branch stop at Loring Avenue, on signal, and many students find it more convenient to purchase their season tickets to that station.

Salem is the center of many interesting historical associations, and within easy reach are the scenes of more important and stirring events than can be found in any other equal area of our country. The scenery, both of seashore and country in the neighborhood, is exceedingly attractive. There are many libraries, besides the free public library, and curious and instructive collections belonging to various literary and antiquarian organizations, to which access may be obtained at a slight expense. Lectures are frequent and inexpensive. The churches of the city represent all the religious denominations that are common in New England.

REGISTER OF STUDENTS 1914=1915

Graduates, — Class XCIX, — June 16, 1914

ELEMENTARY DEPARTMENT

Allen, Amelia Southworth		•	•			Lynn
Allen, Katharine						Malden
Aylward, Mary Ella						Salem
Beattie, Margaret						Somerville
Benjamin, Lea Josephine						Beverly
Bessom, Rachel Ursula .						Lynn
Bray, Helen Crosby						Beverly
Bresnahan, Nora Veronica						Lynn
Bridge, Mary						Wakefield
Burnham, Elizabeth						Essex
Cairnes, Charlotte Margaret						Cambridge
Callahan, Esther Marie .						Lynn
Campbell, Lorena King .						East Lynn
Canfield, Anna Rose .						Somerville
Carr, Florence Cowdrey .		• 7				Stoneham
Cashman, Mary Theresa						North Cambridge
Caulfield, Helen Frances .				. ,		Salem
Clausmeyer, Helen Louise						West Roxbury
Cody, Margaret Ellen .						Peabody
Coffey, Mary Agnes						Medford
Cohen, Annie						Dorchester
Cohn, Dorothy Reva						Malden
Colcord, Elizabeth Jacobs						Melrose
Commins, Lillian Frances				٠.		Somerville
Condon, Elizabeth Anne.						Salem
Connor, Madeline Elizabeth	•					Medford
Convery, Mary Ellen .				•		Everett
Cotton, Rachel Ethridge.					• •	Malden .
Cowden, Esther Brownell						Amesbury
Cox, Adeline Elizabeth .						Dorchester

Curley, Teresa Mary .					Marblehead
Currier, Ethel May					North Andover
Dalton, Grace Elizabeth .					North Cambridge
Del Gratta, Celia					West Everett
Dennehey, Mary Anne .					Beverly
Dolan, Ada Vincentia .					Medford
Dugmore, Ethel Frances .					Medford
Ellis, Annie Louise					Peabody
					Charlestown
FitzGerald, Lucy Agnes . Fletcher, Julia Esther .					Malden
Fogg, Helen May					Methuen
Freeto. Elsie Warren .					Marblehead
Freeto, Elsie Warren . Galvin, Kathleen Matilda					Malden
Glines, Ruth Marguerite.					Beverly
Godfrey, Rose Anna .					Salem
Goldman, Ida Josephine .					Salem
Goldsmith, Josephine Mildre					Dorchester
Hall, Adeline Frances .					Wakefield
Hanley, Esther Marie .					Belmont
Hanlon, Nellie Louise .					Salem
Harrington, Alice Agnes .				į	North Cambridge
Hay, Isabel Nelson					Lynn
Healey, Edythe Alana .					
Hedberg, Hildegarde Beatric	e				2
Henderson, Helen Esther					Roxbury
Higgins, Mary Alice .		•			
Huntington, Flora Evelyn					37 1
Jeffs, Ruth Evelyn					Salem
Killion, Crescentia Madeline					Malden
Larcom, Lucy Marshall .					Beverly
Learoyd, Helen					Danvers
Locke, Édna					Salem
Loring, Annie Gladys .					Groveland
Lufkin, Ruth Louise .					Gloucester
Lundgren, Eleanor Marie					Somerville
Lyness, Mary Grace .					Lynn
MacKay, Gladys Marjorie					Cliftondale
MacKinnon, Lillah May .					Newburyport
McCauley, Emma Frances					Salem
McElroy, Mary Teresa .					Peabody
McGlone, Mary Louise .			•		Peabody

McNally, Alice						Roxbury
Monaghan, Rose Ella .						Salem
Morris, Mildred Bartlett						Siasconset
Murphy, Catherine Louise						Lynn
Murphy, Catherine Theresa						North Cambridge
Murray, Margaret Teresa						Beverly Farms
Nelson, Esther Ethel .						Lynnfield Centre
Noble, Grace Lambert .						Beverly
Nolan, Mary Frances .						Dorchester
O'Brien, Helen Marie .						Malden
O'Connor, Mary Angela .						Cambridge
O'Grady, Mary Elizabeth						~ •
O'Keefe, Marie Louise .						Salem
O'Loughlin, Mary Emma						2011
Palmer, Jennie Carolyn .						Winthrop
Payne, Elizabeth Perkins						Wakefield
Prime, Charlotte Katherine						Rowley
Randall, Mildred Frances						
Reid, Bertha						37 (1 T) 1'
Riggs, Daisy May						Gloucester
Riordan, Julia May						O '11
Rose, Anna Dorothy .						73 AT 10 1
Sands, Ethel May						
Sawyer, Frances Arline .		•				т
Smith, Mae Ethel						
Smith, Hettie Christina .		•	·	·	·	Exeter, N. H.
Stetefeld, Marguerite Cather						Somerville
Stetson, Harriette Endicott						Georgetown
St. Pierre, Eliza Mary .					•	~ 1
Strandal, Hannah Christine		•	·	•		D' C
Tenneson, Sadie Mathilda		•			·	Arlington Heights
Townsend, Henrietta .		•	٠	·	•	Manchester
Tuttle, Abbie Frances .		•	•	•	•	Sanbornville, N. H.
Twombly, May Abby .		•	•	•	•	Groveland
Walsh, Anna Rose		•	•	•	•	Somerville
Webster, Marion Pearson		•	•	•	•	Newburyport
Welsh, Josephine Elizabeth	•	•	•	•	•	Malden
Whelpley, Blanche Lottie		•	•	•	•	Arlington Heights
Woolley, Rose Mary .	•	•	•	•		West Lynn.
Wright, Ivy Lou	•	•	•	•	•	Peabody
TITELLO, LVY LOU	•		•	•	•	1 cabouty

INTERMEDIATE DEPARTMENT George, Ida May Malden Hourihan, Nellie Veronica Marblehead Parsons, Helen Gaffney . Pigeon Cove Ward, Mary Grace Marblehead COMMERCIAL DEPARTMENT Three Years Campbell, Mildred Ward Middleton Carter, Ruth Hixon Winchendon Chase, Lenox Elspeth Amesbury Coman. Clara Louise Putnam. Conn. Cromwell, Marion Judson Chelsea Hatch, Pearl Catherine Middleton Hutchinson, Myron Robin Salem Peabody Johnson, Hazeltine Robinson. Kelly, Marion . Everett Lamb, Emma Jennie Orange McLaughlin, Sarah Jane. Nahant Moriarty, Marion Agnes. Danvers Mulally, Loretta Marion Danvers Parziale, Anna Cecelia Chelsea Poland, Emma Nahant Rankin. Austin Mäder Beverly Richards, Edmund Francis Peabody Newburyport Smith, Faustina Elma Danvers Vaile, Margaret Helen East Wenham Williams, Georgiana CERTIFICATES FOR ONE YEAR'S WORK Elementary Department Lynn Moody, Pauline Frances. Randall, Beatrice Asenath Cambridge Commercial Department Boston Hinckley, Clara Louise Brighton Hood, Mildred, A.B. Salem Jones, Eva Alberta Martha

McSweeny, Grace Catherine.

Renfrew, Marion, A.B.

Pittsfield

Dorchester

CERTIFICATE FOR TWO YEARS' WORK

Commercial Department

Hall, Annie				Waltham
Olson, Charles Clarence				Revere

The Elementary Department

SENIOR CLASS

8	ENIO	R C	LASS		
Adams, Lydia Osgood .					Pittsfield, N. H.
Adams, Rachel Webster .					Pittsfield, N. H.
Anderson, Helen Natalie .					Everett
Ashby, Dorothy Rogers .					Salem
Babson, Anna Sanborn .					Pigeon Cove
Bartlett, Elizabeth Phillips				•	Revere
Bassett, Elsa Lavinia .					North Andover
Bateman, Jessie Hale .					Georgetown
Boyd, Lillian Maude .					Chelsea
Breslasky, Bessie					Dorchester
Bryant, Agnes Lee					Winthrop
Buchanan, Mary					Chelsea
Burbank, Marguerite Elizabe	th				Amesbury
Burns, Julia Hilda					Gloucester
Burreby, Genevieve Lauretta	,				Peabody
Bursey, Grace Mae					Chelsea
Byron, Eleanor Marie .					Peabody
Canning, Marion Louise.					Lynn
Chouinard, Amelia Victoria					Salem
Cochrane, Frances Agnes					Salem
Coffin, Anna Burroughs .					Marblehead
Collins, Alice Winifred .					Charlestown
Coyle, Ruperta Margaret					Wilder, Vt.
Cressy, Helen Butler .					Beverly
Cummings, Elizabeth Mary					Salem
Cunningham, Elinor .					West Somerville
Curry, Agnes Dolan					East Lynn
D'Entremont, Mary Ursula					Essex
Donaghue, Alice Eunice .					Boston
Donovan, Alice Marie .					Salem
Donovan, Helen Winifred					Salem
Driscoll, Helen Frances .					Salem
Driscoll, Timothy John .					North Andover

Durgin, Alice Townsend							Swampscott
Epstein, Ethel Rhoda	•	•	•	•	•	•	T .
Everson, Mildred Frances	•	•	•	•	•		-
Fallon, Ethel Mary .	3	•	•	•	•		
Farr, Helen Margaret	•	•	•	•	•		O '11
Farrell, Catharine Irene	•	•	•	•	•		~ -
Farrell, Esther	•	•	•	•			
Fitzgerald, Anna Marie	•	•	•	•	•		Cambridge
Galasso, Eva Victoria							Boston
Gelavitz, Sophia .	•	•	•	•	•		Malden
Gibbs, Helen Pauline	•	•		•	•		Danvers
Grant, Mary Elizabeth							Merrimac
Griffin, Alice May .							Peabody
Gross, Ethel Mae .	•	•	•	•	•		Somerville
Harrott Mary Louise	•	•	•	•	•		Somervine South Boston
Haggett, Mary Louisa	•	•	•	•	٠		Chelsea
Hames, Florence Emma		•	•	•	•		
Harnden, Dorothy Stacey		•	•	•	•		•
Harrington, Anna Mabel		•	•	•	•	•	0
Harris, Ruth Churchill	•	•	•	•	•		Chelsea
Hatch, Esther	•	•	•	•	٠		Chelsea
Hedberg, Agnes Helena	• .	•	•	•	٠		Malden
Hill, Marion Ruth .	•	•	•	•	٠	٠	
Hines, Ruth Gladys	•	•	•	•	•	•	Beverly
Hyland, Marion Adelaide						٠	
Igo, Ruth Frances							Cambridge
Innis, Mae Marguerite						٠	West Somerville
Jordan, Helen Rose .	•	•	•	•	•		Beverly
Kalker, Dorothy .	•	•	•	•	•		Malden
Kalunian, Mary .	•	•	•	•	•		Cambridge
Kane, Collette Angela	•	•			•		Somerville
Kaplan, Frances .	•	•	•	•	•	•	Boston
Keating, Agnes Mary	•	•			•		Somerville
	•	•	•	•			South Groveland
Laffey, Mary Alma .				•	•	•	Cambridge
Leahy, Katharine Frances	5	•	•	•	•		North Cambridge
Lewis, Marion Frances	•	•		•			Kittery, Me.
,		•	•				East Lynn
Lorentzen, Laura							Gloucester
Loschi, Margaret .							East Boston
Lovette, Maud Estella Fra	ance	S					Everett

Lowe, Anna Austin						•
Lundgren, Dorothy Louise						
Lyman, Carrie May						
Lynch, Anna Gertrude .			•			South Boston
Lynch, Julia Frances .						Peabody
Macadam, Charlotte Muriel						Dorchester
Magner, Alice Evelyn .						Salem
Mahoney, Mary Alice .						Cambridge
Malone, Odessa Marion .						Chelsea
Manley, Helen Gertrude.						Medford
Marr, Helen Worcester .						Newburyport
Martin, Jessie Campbell .						Swampscott
McCann, Elizabeth Mary						Cambridge
McCarthy, Mary Clare .						North Andover
McElroy, Helen Elizabeth						Peabody
McGrail, Mary Theresa .						North Andover
McKenna, Mary Louise .						Somerville
McLean, Mary Elizabeth						Roxbury
McNally, Genevieve Elizabe	th					Andover
Misite, Adelina Gertrude						South Boston
Murdock, Rose Estelle .						Chelsea
Murphy, Mary Josephine						Cambridge
Neales, Helen Neales .						Chelsea
Nelson, Sinius Joseph .						Gloucester
Neville, Azella Marie .			.,			Salem
O'Connor, Helen Neilan .		·		·	·	Revere
Parker, Eleanor Agnes .			•	•	·	Malden
Patriquin, Marion Elizabeth			•			Lynn
~ 1 7 7		•			•	Winthrop
Peebles, Fernald			•	•	•	Winthrop
Perry, Dorothy		•		•	•	Lynn
Pingree, Eleanor	•	•	•	•	•	South Hamilton
Porter, Marjorie Whitcomb	•	•	•	•	•	Swampscott
Prescott, Edith Gertrude.	•	•	•	•	•	Salem
Prescott, Sara Beatrice .	•	•	•	•	٠	Cliftondale
Quinlan, Helen Gertrude.	•	•	•	•	•	Reading
•	•	•	•	•	٠	0
Roberts, Mildred Elinor .	•	•	•		٠	Hyde Park
Rock, Mary Theresa .	•	•	•	•	•	Chelsea
Ryan, Sabina Margaret .	•	•	•	•	•	Marblehead
Sailer, Ethel May	•	•	•	•	٠	Lynn
della Sala, Elenora Bianca	•	٠	٠	•	•	Chelsea

Scheib, Ida Emilie						Arlington Heights
Schroeder, Florence Wilhelmi						Somerville
Sewell, Alta Marie						Lynn
Simpson, Beatrice Alethea						East Lynn
Smith, Inez Evelyn						Rowley
Spinney, Sibyl Iona						Chelsea
Stamper, Lucy Elliot .						Salem
Stevens, Irene						Newburyport
Sullivan, Alice Marie						Dorchester ·
Sullivan, Eleanor Josephine						West Lynn
Sweezey, Olive Lora .						Franklin Park
Sweezey, Rena Vivian .						Franklin Park
Talbot, Mary Elizabeth .						West Lynn
Tarbox, Pauline Elizabeth						Malden
Thacher, Olive Wilson .						Beverly
Torngren, Lillie Tekla Alfred	a					Beverly
Wade, Mary Foster						Ipswich
Walden, Ola Belle Susie .						Roxbury
Wedger, Mildred						Chelsea
Wheaton, Edith Gertrude						Malden
Willey, Mabel Charlotte .						Saugus
Willey, Ruth						Wakefield
Wood, Marion Isabel .						Cambridge
Woodward, Rowena May						Amesbury
Special Stud	ENTS	s, On	E-Y	EAR	Co	URSE
Anderson, Ethel Bernhardina						Portsmouth, N. H.
Chisholm, Marion Belle .						Salem
Ham, Harriet Priscilla .						Swampscott
Vigneron, John Francis .						Cambridge
		i		Ī		

The Intermediate Department

SENIOR CLASS

Broughton, Anna Margaret			Cambridge
Campbell, Adaline Catherine			Revere
Collins, Mary Hayden			Everett
Dennehy, Mary Anne .	•		Beverly
Eliason, Amelia Florence			Gloucester
Fitts, Eva May			North Reading

Hall, Adeline Frances .			ή.			Wakefield
Kinsman, Clarice Hesson						East Lynn
Locke, Alice Merrill .						Salem
MacKnight, Carolyn Mart	ina					Revere
Moore, Gladys Emma						Franklin Park
O'Grady, Mary Elizabeth 1						Salem
O'Keefe, Marie Louise ¹						Salem
Oram, Lillian May .			•,			Lynnfield
Parsons, Ruth Isabel .						Gloucester
Payne, Elizabeth Perkins						Wakefield
Raymond, Lydia						Essex
Roche, Marion Thecla.						Salem
\mathbf{M}_{1}	DDI	LE Y	EAR	CLAS	SS	
Driver, Daisy Belle .			•			North Andover
Hogan, Charles Emerson						0.1
McIntire, Mary Margaret						Salem
Perkins, Ruth Adele .						Melrose Highlands
Romkey, Alice Blanche						Winchester
Turner, Gilbert West .						Salem
Turner, Mary Evelyn .						Lynn
White, Richard James, Jr.						Lynn
, ,						

Elementary and Intermediate Departments

JUNIOR CLASS

Adams Marion Eva

Adams, Marion Eva .	•	•	•	•	•	Meirose Highlands
Anderson, Helen Margaret						Gloucester
Anderson, Lucy Margaret ¹						North Beverly
Archer, Ethel Madeleine						Ipswich
Babson, Clara Amy .						Pigeon Cove
Berry, Anna Lavinia .						Salem
Best, Dorothy Marion.						Roxbury
Billings, Esther Marie .						Peabody
Björkman, Lennart August	Will	iam				Lynn
Blanchard, Ruth Washburn	ı					Danvers
Bowen, Gertrude Elvesta						West Medford
Bowen, Susie Frances .						Ipswich
Brown, Martha Delia ¹						Hampton Falls, N. H.
Buckle, Pauline Alice .						Beverly

¹ Was a member of the school less than three months.

Buckley, Johanna Beatrice	9			•			Charlestown
Bucknam, Stella Gertrude			•		•	•	West Somerville
Bumpus, Velma Claire .							Turner, Me.
Burke, Katharine Ledevin							Lynn
Burnham, Ida Gordon 1							Gloucester
Byrne, Katherine De Cha	ntal	•	•				Salem
Cahill, Thomas Henry .						•	Salem
Callahan, Katherine Fran					•		Lynn
Cameron, Margaret Arvill					•		Lynn
Clough, Madeleine Louise							Stoneham
Cogswell, Edith Story	,	•	٠,	•		•	Essex
Coll, Anna Josephine						•	Somerville
Condon, Margaret Bernad						•	Charlestown
Coombs, Marion Gladys ¹				•	•	•	Cliftondale
Corkum, Marigold Linda				•	•	٠	Chelsea
Cunningham, Josephine E				•	•	•	Salem
Daly, Joanna Teresa				•	•	•	Salem
Dany, Joanna Teresa Damon, Mildred Lane					•	•	Salem
						•	Malden
Davol, Marion Eliza	•	•	• 、	•	•	٠	
Desmond, Margaret Ellen						•	Beverly
Donnelly, Marion Josephi					•	•	Somerville
Doyle, Ethel Mary .					•	•	Lynn
Driscoll, Bernadette Ursu			•	•	•	٠	Malden
Dunham, Marian Evelyn			•	•	•	•	Danvers
Eagan, Frances Claire					•	٠	Lynn
Eberling, Agnes Emma				•	•	•	Lynn
Elliott, Iola Mae .	•	•	•	•	•	٠	Stoneham
Evans, Edna Smith .					•		Salem
Evans, Eunice Isabell							Newburyport
Fenning, Ethel Mae.		•	•				Lynn
Ferguson, Margaret .	•	•	•				Newton Centre
Ferry, Esther Elizabeth							Cambridge
Flynn, Helen Frances				•			Peabody
Foley, Marguerita Redmo	nd	•					Dorchester
Friend, Annie Ellery							Gloucester
Fullerton, Marion .							Saugus
Galvin, Marie Agnes							Lynn
Grant, Helene Bailey							Cambridge
Gurvin, Mary Theresa							Somerville
Hale, Mildred Louise							Salem

¹ Was a member of the school less than three months.

Hall, Dorothy Beryl .				West Lynn
Harrison, Alice Lorette				Lynn
Haynes, Zelpha Louise .				
Hellstrom, Emma Catherine				West Lynn
Hennessy, Katherine Helen				T .
Henry, Julia Agnes				Chelsea
				Newburyport
•				~ '• •
- '				Wakefield
Horton, Marvel Lillian 1.				Malden
Hubon, Charles Wilson .				Salem
Hurley, Mary Helen .				Malden
Jackman, LeRoy Williams				Newburyport
Jordan, Olive Madeline .				Lynn
Jurman, Bessie Jessie .				East Boston
Keeley, Teresa Elizabeth				Beverly
Kennedy, Anna May .				West Lynn
Kennedy, Sadie Isabelle ¹				Gloucester
Keith, Mary				Marblehead
Knowlton, Marion Isabel				New London, N. H.
Lakin, Florence May .				7. (* 1
Lee, Isabelle Lawrenson ¹				Melrose
Leddy, Evelyn Frances .				Cambridge
Long, Sarah Jane				Cliftondale
Lund, May				Beverly
MacDonnell, Mary Helen				Lynn
MacIver, Helen				Essex
Maguire, Gertrude Beatrice				Cambridge
Malone, Mabelle Frances				East Lynn
Mansfield, Sadie Elizabeth				Lynn
McCully, Anna Elizabeth				~
McKenna, Margaret Elizabet	h			Salem
McMahon, Lillian Marie				Salem
McMannus, Jeannette Marie				Lynn
McNiff, Ida Edwidge .				North Andover
Miller, Isabella Gertrude				Amesbury
Millett, Harold Joseph .				Salem
Mulligan, Louise Elizabeth				Salem
Murray, Agnes De Ming 1				Gloucester
Murray, Mary Helena .				Prides Crossing

¹ Was a member of the school less than three months.

37.1 T						
Nelson, Inez Aurora	•	•	•	•	•	Gloucester
Newball, Martha Louise .	•		•	•		
Nilsson, Anna Eleonora .						
Nolan, Alice Genevieve .		•		•		
Nolan, Mary Alice						Newburyport
O'Keefe, Mary Rose .						Cambridge
O'Shea, Marguerite Lorrette						Lynn
Parsons, Esther May .						Gloucester
Patten, Ethel Mildred .						Melrose Highlands.
Patten, Maude Frances .						Medford
Patterson, Alice Mae Lewis						Somerville
Paul, Elizabeth Averill .						North Andover
Pinkert, Edna Lois						Malden
Power, Elizabeth Frances						Lynn
Quillen, Anna Whelton .						- 11
Ramsburg, Helen						0 11 37 77
Ratti, Isolena Celia						D' C
Reardon, Mary Veronica						37 .1
Rice, Sarah						D .
Riggs, Alice Gertrude .						α .1 .1
Rimmer, Florence Ruth ¹						Malden
Roache, Christine Lillian						T
Roads, Evelyn Lindsey .						
Robinson, Edith Maxwell					·	Melrose
Roby, Esther Marion .						0.1
Rogers, Mary Frances .						
Rutherford, Carita Gordon						0.1
Ryder, Anna Greene .						36 111 1
Sargent, Katherine Louise						
Segal, Lillian						East Boston
Seymour, Mary Cecelia Weld						Methuen
Simmons, May Miller 1.	711	•	•	•	•	Malden
Smith, Azella May	•	•	•	•	•	Gloucester
Spencer, Mary Elizabeth	•	•	•	•	•	Malden
Stickney, Stephen Arthur	•	•	•	•	•	Peabody
Story, Marion Letitia .	•	•	•	•	•	Salem
÷ ,	•	•	•	•	•	
Symonds, Mary Putnam.		•		•		Lynn Somerville
Tassinari, Ada Catherine				•	•	
Terrill, Irene Carleton Meser		•	•	•	•	Lynn
Tewksbury, Ruth Skilling	•		•		•	Lawrence

¹ Was a member of the school less than three months.

Thomson, Alexander .				Everett
Thureson, Louise Elenora	٠.			South Boston
Townsend, Ethel				Manchester
True, Emma Louise				Salisbury
Vickerson, Bernice Helena				Malden
Virchow, Elfrieda Augusta				Waverley
Voorneveld, Katie Fenton ¹				Beverly Cove
Walker, Hester Ashton .				Wakefield
Walton, Effie Beatrice .				Salem
Weston, Helen				Essex
Whittier, Margaret Elizabet	h			Reading
Wilde, Bertha Hilma .				North Andover
Winn, Sarah Ethel				Methuen

Commercial Department

SENIOR CLASS

Adams, Persis Florence			Franklin
Badger, Marie			Framingham
Barrett, William François .			Lowell
Currier, Ruth Harriet			Newburyport
Donovan, Alice Elizabeth .			Wakefield
Hiatt, Ruth Frances	٠.		Malden
Knowlton, Elsie Olive			Pigeon Cove
Levine, Rosa			Dorchester
Lind, Inez Elizabeth			Malden
Mangan, Lucy May			Pittsfield
Mansfield, Ruby Blanche .			Reading
Martin, Alice Leona			Malden
McDonald, Beatrice Magdeline			Cambridge
McGill, Frances Catherine .			Pittsfield
O'Rourke, Charles Philip			Peabody
Phelps, Ethelind Mary			Lynn
Reed, Lois Jane			Everett
Rigby, Alice Nathalie			Melrose
Shields, Hazel Dean			Melrose
de Sloovere, Teresa			Webster
Turner, Andreas Wesley Sproul			Lynn
Waitt, Viola			Malden

¹ Was a member of the school less than three months.

SPECIAL STUDENTS IN	SEC	OND	$Y_{\rm E}$	AR OF	TWO-VEAR COURSE
Lynch, Rosamond Frances	· : TTre	111a	•	•	. Hingham . Danvers
Bynch, Rosamond Frances	.018	uia	•	•	. Danvers
SPECIAL ST	TUDE	NTS.	On	E-YEAR	Course
		•			
Lawrence, Grace Irene.					. Nashua, N. H Leominster
Lindsay, Amy Blaney .		•			A 7
Ostergren, Fred V. 1 .	•				. Amherst . Dorchester
Robinson, Helen Mae .	•	•			. South Boston
Troomson, Treten was	•	٠	•	•	. Double Doston
M	IDDL	е Үн	EAR	CLASS	
Bresee, Clarence Douglas					. Dorchester
Burke, Joseph Michael	•				. Lynn
Callaghan, Margaret Agath		•	•	•	. North Easton
Donovan, Kathleen Elizab				•	. Newburyport
T7111 11 37 111 T7 1			•	•	. Stoneham
Harris, Marjorie Linda ¹	•	•	•	•	. Melrose
Holland, Katherine Elizabe	eth	•		•	. Charlestown
Horan, Mary Gertrude					Hamilton
King, Georgiana					North Attleborough
Lisk, Agnes Anna					Smiths
McCarthy, Alice Rita .					Ayer
Millard, Leslie Cooper.					T 1
Parks, Walter Everett .					Gloucester
Potter, Mae Alice					Newburyport
Ross, Gertrude Margaret					Salem
Stanton, Sturgis Towne					Beverly
Stuart, Mae Claire .					Newton
Taggart, Gwendolyn Eva					West Rindge, N. H.
Tenney, Constance Mary					West Newton
Winchester, Elizabeth Billi	ngs				Peabody
SPECIAL STUDENTS IN	FIR	ast Y	(EA	R OF T	Wo-YEAR COURSE
Bolton, Anna Clothilde					Lowell
Bresee, David Holmes .					Dorchester
Crosier, Bertha Rose .					Fitchburg
Garland, John Lincoln.					Salem

¹ Was a member of the school less than three months.

		O.L				
Hebart, Helena Madeline						Easthampton
Leavitt, Arthur William .						Q 1.T !!
*						T
Sullivan, Mary Jane .						
Wooding, Ruby Philenia.			•			TTT 111 (1 C
Wooding, Itaby Timema .	•,	•	•	• •	•	Training Total
	TINT	ов (CLASS			
						Cliftondale
•		•	٠			m 1
			•		•	•
Campbell, Emily Margaret			•		٠	Charlestown
Cohen, Libby Julia					٠	Dorchester
Cohn, Lillian Belle					٠	Malden
Collins, Sadie Loretta .					•	Pittsfield
Corner, Doris Gulash .					٠	
Decker, Harriet Frances .						Foxborough
Friend, Ruth Cole					•	Gloucester
Gill, James Albert Joseph						
Goodell, John Francis, Jr.						Peabody
Goodwin, Ruth Childs .						Swampscott
Hanscom, Lucy Densmore						Wakefield
Harrington, Teresa Elizabeth	ì					Salem
Harvey, Gilman Clifton .						Annisquam
Haskins, Anna Gertrude .						Pittsfield
Holmes, Walter D. 1.						Chelsea
Kenney, Berniece Bailey ¹						Lynn
Kent, Edith Marion 1 .						Essex
Killion, Mary Bernadette						Westwood
Law, Elizabeth						Foxborough
Lurie, Florence Libbie .						· ·
McGrath, Katherine Isabel						Marblehead
Merrithew, Maude Evelyn						Cliftondale
Pendleton, Dorothy Ivalor	·	·		Ť	Ĭ.	Haverhill
Poor, Jessie Elizabeth .	·	•	·	·	·	Petersham
Ronan, John Clifford .	·	•	•	•	•	Newburyport
Sawyer, Hortense Elizabeth		•			·	Ayer
Schein, Ethel Sarah	•		•		•	Chelsea
Tufts, Doris Marie	•	•	•		•	Malden
Walker, Alvine Clara .	•	•	•		•	Gardner
Walker, Arvine Clara .	•	•	•	•	•	- Caruner

¹ Was a member of the school less than three months.

Summary

Students of the elementary and intermediate	depa	rtm	ents			312
Special students, elementary department						4
Students of the commercial department .						73
Special students, commercial department						16
						405
Whole number of students from opening of s	chool	l			6	6,657
Whole number of graduates					5	3,558
Number of certificates for special course of o	ne or	two	year	rs		135



