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HANDBOOK



AMACHE
ELEMENTARY
SCHOOL

AMACHE ELEMENTARY SCHOOL HANDBOOK
1943 - 1944

SCHOOL CALENDAR

School Opening.	Sept. 7, 1943
Teachers Convention.	Oct. 28, 29
End of First Quarter.	Nov. 5
Thanksgiving Vacation.	Nov. 25, 26
Christmas Vacation.	Dec. 24, 27, 28, 29, 30, 31
End of First Semester.	Jan. 14
Washington's Birthday.	Feb. 21, 22
End of Third Quarter.	Mar. 17
Easter Vacation.	April 7, 10
School Out.	May 19

ADVISORY BOARD OF DIRECTORS

An Advisory School Board has been appointed by the project director. This group assists Superintendent Paul J. Terry in establishing policies for the Amache Schools.

Members of the Board are:

Dr. George Nagamoto
Mrs. Hama Yamaseki
Dr. Takashi Terami
Mr. Masa Wakano
Mrs. Alyce Ohama

Superintendent. Mr. Paul J. Terry
Principal. Dr. Enoch Dumas
Pre-School Supervisor Miss Martha Takemura
Librarian. Mrs. Ruth Hirano
School Nurse.
Office Secretary. Miss Bessie Matsuoka
Head Custodian Mr. Takashi Kawana

FACULTY OF AMACHE ELEMENTARY SCHOOL

Principal. Dr. Enoch Dumas
(Office) 8H-9A
Office Hours: 8:00 to 11:30 a.m.
12:45 to 4:30 p.m.

Pre-School

Miss Martha Takemura. Pre-School Supervisor
(Office) 8H-9B

7K Recreation Hall

Miss Chieko Moritani. Head Teacher
Mrs. Helen Iwasaki Assistant

9K Recreation Hall

Miss Yuriko Yamamoto. Head Teacher
Mrs. Rose Takahashi. Assistant

11F Recreation Hall

Mrs. Hideko Tamura. Head Teacher
Mrs. Chiyoko Sugawara. Assistant

11H Recreation Hall

Miss Carol Tanaka. Head Teacher
Miss Mary Inouye Assistants
Miss Nobuye Inouye

9E Recreation Hall

Miss Clara Abe. Head Teacher
Mrs. Roberta Ishisaka. Assistant

Kindergarten

9E Recreation Hall

Ka and Kb Miss Irene Reiser. Head Teacher
Miss Blanche Nimura. Assistant

9K Recreation Hall

Kc and Kd Mrs. Yone Sugahara (Morning) Head Teacher
Miss M. Takemura (Afternoon) Head Teacher
Miss Grace Kitamura Assistant

FACULTY OF AMACHE ELEMENTARY SCHOOL
(Continued)

Grades 1 to 6

1A	Miss Helen Chase	8H-7E
1B	Miss Ruth Smith	8H-7D
1C	Miss Jean Fraker	8H-7C
2A	Miss Arlene Hicks	8H-8E
2B	Miss Helen Osaka	8H-8D
2C	Miss Geneva Sparkman	8H-8C
3A	Miss Madalyn Ellingson	8H-5B
3B	Miss Vera Thompson	8H-6B
3C	Miss May Matsumoto	8H-6C
4A	Miss Gwendolyn Collin	8H-11D
4B	Mrs. Frances Root	8H-11E
4C	Mrs. Skinner	8H-11C
5A	Mr. Saburo Toyama	8H-12E
5B	Miss Beulah Strain	8H-12D
5C	Mrs. Drummond	8H-12C
6A	Miss Margaret James	8H-10D
6B	Miss Ila Mae Barth	8H-10B
6C	Mrs. Elizabeth Bender	8H-11B
6D	Miss Julia Andow	8H-12B

Music

Mrs. Letha Griffith	8H-9E
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Art

Miss Patricia Sand	8H-9C
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Library

Mrs. Ruth Hirano, Librarian	8H-10E
Miss Teresa Yoshino, Assistant Librarian	

SCHOOL HOURS

	Morning	Afternoon
<u>Pre-School</u>		
Four-year Olds	8:15 - 9:45	2:00 - 4:00
Three-year Olds	10:00 - 11:30	2:00 - 4:00
<u>Kindergarten</u>		
9E and 9K	9:00 - 11:00	1:00 - 3:00
Grade 1	8:45 - 11:00	1:00 - 3:00
Grade 2	8:45 - 11:15	1:00 - 3:00
Grade 3	8:45 - 11:30	1:00 - 3:15
Grade 4, 5, 6	8:45 - 11:45	1:00 - 3:30

Children are asked not to come to school before 8:30 in the mornings or 12:45 in the afternoons.

School attendance is compulsory for children in the kindergarten and grades one through six. It is not compulsory that pre-school children attend school. However, the program for pre-school children is designed to be valuable in the child's educational progress and parents are urged to send children of ages three and four to pre-school.

A child who is to attend pre-school must reach his third birthday before December 1. If he is to attend kindergarten, a child should be five years old before December 1, and for first grade he should be six years of age before December 1.

There are no mid-year classes. All groups begin with the opening of the school year.

REPORT CARD

At the end of each nine weeks period, a report on each child's progress in school will be sent home. The report periods end on the following dates: November, 5, 1943; January 14, 1944; March 17, 1944, and May 19, 1944. Parents are asked to look for these reports and to request one from the teacher if none has reached home. The purpose of the report is to indicate to parents the type of work which was carried on during the report period and the progress a child has made with such work in terms of his individual ability. In addition the teachers will report on each child's adjustment toward his school work and toward other phases of the school program. Occasionally teachers will ask for conferences with parents to discuss in more detail some items which cannot be reported on satisfactorily in the small space provided on the report forms.

PROTECTING THE CHILD'S HEALTH

The members of the education staff are anxious to do all that they can to protect the child's health both at school and elsewhere. To be most successful in this enterprise, the cooperation of parents and pupils is necessary.

A child who has been at home because of illness should report to the school nurse (8H-6F) before returning to his classroom. After a quarantine for a contagious disease a child should have a note from the doctor indicating permission to return to school.

Any child who has been absent from school or has been tardy should bring a note explaining the situation necessitating absence or tardiness.

In case a child becomes ill at school, he will be sent to the school nurse for examination and recommendation as to whether he should be sent home or otherwise cared for. In case of accident, a child will be given first aid at school and if necessary, will be

taken to the hospital accompanied by the school nurse. Parents or guardians will be notified at once. The doctor will not perform any major operation on the child without permission from the parents. However, in case of serious emergency (profuse bleeding, for example) the doctor will use his professional judgment if the parent is delayed.

A good deal of teaching is done at school to help children understand the need of following various health rules and practices, and parents are urged to help the child follow these health practices at home.

According to Colorado State Law, all communicable diseases must be reported to the health authorities. Failure to report communicable diseases subjects the family to a fine. Cooperating with health authorities is important. If we are to prevent epidemics and insure good health, we will need to have the full cooperation of all individuals.

PARENTAL PARTICIPATION

We, the teachers and principal of the school, are very much interested in each child who comes under our care. That interest grows as we become better acquainted with him. We realize of course that parents are also very interested in their child's welfare. Therefore, in our planning for a child's education, we shall include suggestions for parents' participation.

There is no doubt that a great deal of education takes place outside of school hours. Such education can be improved if more planning for out-of-school education is done. For example, teachers will suggest from time to time the importance of reading library books or other supplementary books at home, or other materials may be suggested. Parents can assist with special problems and the building of good attitudes toward school and school problems. By working together, parents and teacher can accomplish more than either could alone. This does not mean that the school will expect or require a great deal of home work at leisure times. Parents are invited to confer with teachers whenever any questions arise about what can be done at home to assist in children's education.

SCHOOL LIBRARY

The elementary school library is located at 84-10 E and F, and serves the pre-schools, kindergartens, and grades one to six of the elementary school. The library has about 1500 fiction and non-fiction books, many of which have been donated or loaned from the State Library. Due to the large numbers of children and teachers who use the library, only one book at a time to a person may be checked out. The library has subscriptions to several children's magazines which may be read in the library.

The librarians are anxious to have parents know the library better. Fathers and mothers are invited to come in at any time between 8:15 a.m. and 4:15 p.m. Mrs. Ruth Hirano and Miss Teresa Yoshino are in charge.

STUDENT COUNCIL

Much practice in democratic living and government can be given to the children through participation in the student council. This group is made up of representatives from each class from the third through the sixth grades.

NEWSPAPER

A school newspaper will be published from time to time. This paper will contain not only news regarding activities in or about school, but also a large number of articles and other materials written by children in all school grades. Children look forward to seeing their articles appear in the newspaper. This type of motivation is desirable and can be made more effective if parents will look for articles by children they know and make a point of commenting to these children about materials they have written.

CO-OP STORE

Modern education recognizes the value of having real problems for children to learn from, rather than the artificial problems so commonly used. The elementary school is therefore sponsoring a co-operative store owned and operated by pupils. Experience is given to children in store operation, elementary procedures in bookkeeping, making changes, and other business problems.

INSTRUMENTAL MUSIC

So that youngsters may learn cooperation within a group, self-expression in the medium of music, appreciation of all types of music, and how to profitably make use of leisure time, instrumental music is being offered to all interested youngsters in school. Pupils may enroll in any one of the three phases of this department: (1) band or orchestra, (2) class piano lessons, and (3) Tonette band.

Band or Orchestra- A limited number of band and orchestra instruments are available without cost to students who show special aptitude for this type of music. Those who have been loaned an instrument or who own one may then enroll (in addition to their regular classes) in a beginning band or orchestra class if they have never played an instrument before, or in the intermediate band or orchestra if they are players. These classes meet four times a week and are recommended for fifth and sixth grade children.

Class Piano Lessons- Classes are now organized to give piano instruction to six students at a time. Practice is done on a facsimile of a piano key board as well as short practice periods on the piano. Beginners and intermediate players may enroll in these classes in addition to regular work. The classes meet once a week and are recommended for fourth, fifth, and sixth grade children.

Tonette Band- A tonette is a small flute-like instrument. Instruction will be given on the tonette two or three times a week during the regular scheduled music period. The instruments will be furnished by the school. Practicing will be done only during the Tonette band period and the pupils will not be permitted to take the instrument home unless special arrangements are made. Recommended for all six grades.

MOVING PICTURES

One of the best teaching devices next to actually doing or seeing something is that of looking at moving pictures. For this reason there will be a number of educational films shown to children in the elementary school from time to time.

MARK CLOTHING

Because many articles of clothing are lost by children and many found articles lie unclaimed, we feel it is desirable for children to have their names on such clothing as might be taken off while at school (caps, coats, sweaters, overshoes, etc.) . Names may be written in ink or adhesive tape or cloth, or embroidered on the article.

PARENTS' COUNCIL

The Elementary School Parents' Council is composed of one representative parent from each class group. The Council is called to meet, whenever a need arises, by the principal who acts as a chairman. This group acts in an advisory capacity to the principal on school problems and policies.

SPECIAL ACTIVITIES

It is not the policy of the school to exploit children merely for the entertainment of the public. Opportunity will, however, be given to children to take part in dramatizations or other activities before an audience whenever such opportunity contributes to the educational development of the children. Groups of parents will be invited from time to time to participate as audience. Each teacher in the elementary school will sponsor some special event during the school year.

LEARNING THROUGH EXPERIENCE

The following experiences will help your child's education:

With Plants: sage, cactus, yucca, flowers, grass, seeds

With Animals: birds, snakes, kangaroo rats, dogs, tortoises, cats

With Public Buildings: post office, fire department, hospital, library, stores, schools

With Activities: visits, parties, Church school, making toys, making beds, caring for pets, cleaning rooms, bringing in coal, caring for garden

BOUNDARIES

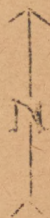
In order to make it unnecessary for small children to walk long distances to school, the pre-schools for children ages three and four have been placed in various areas in town. The first map on the following pages is designed to show the areas served by each pre-school. Kindergarten areas are shown on the second map. Some changes may be necessary and parents will be notified whenever such changes are made.

KINDERGARTEN BOUNDARIES

--- Boundary


--- Location of Kindergartens

6E	6F	6G	6H	6K	
7E	7F	7G	7H	7K	
8E	8F	8G	8H	8K	
9E	9F	9G	9H	9K	9L
10E	10F	10G	10H	10K	
11E	11F	11G	11H	11K	
12E	12F	12G	12H	12K	



PRE-SCHOOL BOUNDARIES

--- Boundary

 Location of Pre-Schools

6E	6F	6G	6H	6K	
7E	7F	7G	7H	7K	
8E	8F	8G	8H	8K	
9E	9F	9G	9H	9K	9L
10E	10F	10G	10H	10K	
11E	11F	11G	11H	11K	
12E	12F	12G	12H	12K	

