

School Copy

INTERIM APPLICATION FORM
Commission on Secondary Schools
Southern Association of Colleges and Schools, Inc.

REPORT of the Dunbar Senior High (Public)
(Private) School
Address: 1200 Polk Street City: Lynchburg State: Virginia Zip Code: 24504
For the year beginning: 1968 Complete report last made: 1967

It is suggested that the Standards for Secondary Schools be studied carefully before the application blank is filled out. This report should be the work of the entire faculty and not just that of the principal. When the space provided is inadequate, report the information requested on an additional sheet with each item appropriately numbered. Return filled-in blanks to your state chairman by October 15.

GENERAL INFORMATION

1. a. Grades included in the school 10-12 b. Grades in the school accredited by the Southern Association 10-12
2. a. Total enrollment of the school as of October 1, 432
b. Enrollment of these grades accredited by the Southern Association 432

PRINCIPLES A, B, AND C

Have all deficiencies reported last year been removed? Yes No . If "no," show what progress has been made. (Use separate sheet).

SCHEDULE OF CLASSES AND ACTIVITIES

PRINCIPLE D: The school's yearly calendar and daily schedule should be developed to provide for the activities and arrangements necessary to accomplish its purpose.

1. How many hours per day is the library open to students? 8
2. How many teachers do not have one or more periods unencumbered by instructional or supervisory responsibilities to provide time for conferences, planning and preparation for effective teaching? None
3. Number of days school actually in session last year 181; Anticipated this year 181
4. Describe in detail regulations governing the operation of summer school. (Use separate sheet.)
5. Enclose copy of schedule.

PERSONNEL

PRINCIPLE E: Personnel should be provided in the amount and quality needed to provide the administrative, instructional materials, supervisory, guidance, clinical, health, lunchroom, custodial and other services required for effective operation of the school system.

1. Highest degree held by: a. Superintendent EDD. Does he have at least 15 semester hours of graduate credit with emphasis on administration and supervision? Yes
b. Principal (headmaster) M Ed. Does he have at least 15 semester hours of graduate credit with emphasis on administration and supervision? Yes
2. a. Names of teachers in this school not holding degrees from approved colleges.

b. Names of teachers not having a minimum of 12 hours of professional study.
Thomas Lampman

c. Names of teachers in the school teaching subjects for which they are not qualified.
None

3. a. Give the number of secretarial, clerical, or other non-professional paid personnel assigned to the following offices and departments of the school: (1) Principal's office 2; (2) library 1; (3) lunch-room 10; (4) health department 0; (5) maintenance of buildings and grounds 7; (6) others 0.
- b. Give the number of teacher periods devoted to work in: (1) Principal's office 0; (2) library 6.
- c. Give the number of student periods devoted to work in: (1) Principal's office 12; (2) library 12.
- d. Total number of high school teachers, including principal, librarian and counselors 27.
4. How many semester hours of credit in library science has the librarian? 48.
5. How many hours of credit in counseling or guidance does the head of the guidance department have? 27.

ENVIRONMENT PROVIDED PERSONNEL

PRINCIPLE F: The environment provided school personnel, including such factors as the nature and amount of work, opportunities for study and recreation, remuneration, living conditions, and status in the community, should be such as to contribute to the welfare, happiness, and professional growth of all staff members.

1. a. Number of teachers teaching more than 750 pupil periods weekly. 0.
- b. Pupil-teacher ratio, that is, total enrollment divided by the total professional staff. (Number given in Principle E, 3d of this report.) 16.0.
- c. Number of classes with more than 40 enrolled. 0.
- d. Number periods principal teaches per week. 0. (e) Extra pay and/or reduced load.
- e. State the school's practice in regard to assigning teachers extra-class or extra-school day responsibilities associated with study hall, school paper, athletics, student plays, literary societies, dormitory supervision, etc.
- f. What are the provisions for teacher's tenure in your school or state?
- g. Is a retirement system operative? Yes.
- h. What provision is made for sick leave? Ten days per year cumulative to 75 days. Leave may be used partially or entirely for one period of illness. Five days are allowable for sickness or death in family.
2. Indicate how the school encourages professional growth of staff members. (Use separate sheet.)

FINANCIAL SUPPORT

PRINCIPLE H: There shall be evidence of financial support by the Board of Control sufficient in amount to promote achievement of the school's purpose. Approved budgetary procedures shall be followed in the administration of the school funds.

1. a. What is the average per pupil financial support (current operating expense) available to this school for the current year? \$ 650.00. b. What amount is provided the administrative head (principal, headmaster, etc.) for expenses of travel? \$ As needed. c. What is the average annual salary of teachers? \$ 7,081.33. d. What is the range of salaries of teachers? Lowest? 5714.00. Highest? 10,322.
2. a. Are accurate records kept of receipts and disbursements of funds received from, or used for, such activities as: cafeteria? Yes, athletic contests? Yes, school publications? Yes, school plays, festivals, or carnivals? Yes, others? Yes. b. Does the board of education, board of trustees, etc., make provision for regular audits of these funds? Yes. c. List type and amount of all fees (matriculation, incidental, student activity, etc.) charged by school.
Rental Books - \$5.00 Supply Fee - \$1.00 Towel Fee (Phys. Ed.) \$3.00
Student Activity Fee - \$1.00
3. a. How many major fund raising school activities (such as carnivals, plays, tag day, etc.), exclusive of scheduled athletic contests, were conducted last year? 2. b. What amount was spent last year for the library? 2000. c. What amount was spent last year for athletic equipment and supplies from funds budgeted by the school board? _____, from gate receipts? \$ 2650. d. What amount was spent last year for agriculture? None, art? \$ 700, homemaking? \$ 900, industrial arts? NA, instructional materials for science? 1500, physical education? 650, music? 700. e. What amount of budgeted funds from other sources (amount and not percentage) was spent on the educational program? None.

DEFICIENCIES, SUPERIORITY, AND IMPROVEMENTS

(Use separate sheet)

1. Standards which this school does not meet satisfactorily at present. None
2. Areas in which this school shows superiority that should be regarded as compensation for the deficiency or deficiencies listed above.
3. Basic improvements made since the report was submitted last year.

(Signed) Ronald K. La Beau, Principal

(Signed) Fred Young, Superintendent

REPORT TO SOUTHERN ASSOCIATION OF COLLEGES AND SCHOOLS

Basic improvements made since the report was submitted last year.

1. We have spend the greatest amount of time and effort toward improvement of our non-academic programs:

- (a) Expanded the vocational Wood to include the Building Trades
- (b) Expanded the Business Education offerings -- increased facilities and equipment.

REPORT TO SOUTHERN ASSOCIATION OF COLLEGES AND SCHOOLS

Principle F. # 2

Indicate how the school encourages professional growth of staff members.

1. Through additional pay for additional preparation -- toward Masters' Degree, Masters Degree and beyond
2. Through in-service study groups
3. Through professional literature -- Library material and personal magazine and periodical literature
4. Through a tuition refund program
5. Through promotion

Qualifications of Superintendent, Principal, Teachers, Librarians, Guidance Counselors, and other Professional Personnel. List Personnel in order: Superintendent, Principal, Teachers (in alphabetical order); Librarians, Guidance Counselors, and other Professional Personnel (in alphabetical order).

NAME AND POSITION	MONTHLY AND ANNUAL SALARY	COLLEGES ATTENDED AND HIGHEST DEGREE EARNED	NUMBER SEMESTER HOURS PROFESSIONAL EDUCATION	FIELDS OF WORK			TEACHING EXPERIENCE		NUMBER PUPILS TAUGHT DAILY
				SUBJECTS IN WHICH CERTIFIED	SUBJECTS NOW ASSIGNED	NO. HOURS PREPARATION IN SUBJECT NOW TEACHING	This School	Other Schools	
							No. Yrs.	No. Yrs.	
JONES, Jeannette H.	ANNUAL \$9206	HAMPTON INSTITUTE M. A.	48	English Social Studies	English	56	5	9	94
	MONTHLY \$767.17								
LAMPMAN, Tom S. Jr.	ANNUAL \$6514	UNIV. of N. CAR. B. A.	3	Business History Economics	History	18	0	0	90
	MONTHLY \$651.40								
McCOY, Marie H.	ANNUAL \$6955	MORGAN STATE HOWARD UNIVERSITY MARY WASHINGTON (B.S.)	15	Mathematics Physics	Mathematics Physics	67 18	2	2	65
	MONTHLY \$579.58								
OBEY, Dorothy L.	ANNUAL \$9662	VIRGINIA UNION COLUMBIA UNIV. M.A.	23	English	English	39	18	1	83
	MONTHLY \$805.17								
PINN, Carl F.	ANNUAL \$9858	W. VA. STATE COLLEGE B.S.	45	Phys. Ed. Soc. Studies	Phys. Ed.	40	26	7	176
	MONTHLY \$821.50								
ROBINSON, Margie G.	ANNUAL \$10,408	HAMPTON INSTITUTE SPRINGFIELD COLLEGE M.A.	18	Health and Phys. Ed.	Health and Phys. Ed.	48	11	4	131
	MONTHLY \$867.33								
ROBINSON, Rudolph S.	ANNUAL \$9,401	ST. PAUL'S COLLEGE UNIV. OF VIRGINIA B.S.	18	Business History	Business	56	10	0	107
	MONTHLY \$783.42								
SAUNDERS, Robert Walker	ANNUAL \$6365	A & T COLLEGE B.S.	18	History Social Science	History Government Economics	36 15 23	1	1	103
	MONTHLY \$636.50								
SHELTON, Marie	ANNUAL \$6365	W. VA. STATE COLLEGE B.S.	27	Biology	Biology	27	2	0	102
	MONTHLY \$636.50								
SPENCER, Ralph D.	ANNUAL \$8483	CENTRAL STATE Univ. of VA. M.A.	35	Biology	Biology	51	6	3	71
	MONTHLY \$706.92								

Qualifications of Superintendent, Principal, Teachers, Librarians, Guidance Counselors, and other Professional Personnel. List Personnel in order: Superintendent, Principal, Teachers (in alphabetical order); Librarians, Guidance Counselors, and other Professional Personnel (in alphabetical order).

NAME AND POSITION	MONTHLY AND ANNUAL SALARY	COLLEGES ATTENDED AND HIGHEST DEGREE EARNED	NUMBER SEMESTER HOURS PROFESSIONAL EDUCATION	FIELDS OF WORK			TEACHING EXPERIENCE		NUMBER PUPILS TAUGHT DAILY
				SUBJECTS IN WHICH CERTIFIED	SUBJECTS NOW ASSIGNED	NO. HOURS PREPARATION IN SUBJECT NOW TEACHING	This School	Other Schools	
							No. Yrs.	No. Yrs.	
Superintendent Dr. Fred Young	ANNUAL \$20,000.00 MONTHLY \$1,666.67	MARS HILL COLUMBIA WAKEFOREST U. N. C. D. Ed.	120	Administration	Superintendent		0	12	0
Principal Mr. Ronald H. LaReau	ANNUAL \$13,430.00 MONTHLY \$1,119.17	FERRUM LYNCHBURG U.VA. M.Ed.	75	Administration	Principal		0	10	0
BROOKS, George N.	ANNUAL \$9682.00 MONTHLY \$880.18	ST. PAUL COLLEGE B.S.	20	Auto Mechanics	Auto Mechanics	35	11	5	32
CLARK, Willie E. III	ANNUAL \$9,462.00 MONTHLY \$ 788.50	SHAW UNIVERSITY A. & T. M.S.	25	Chemistry	Chemistry	88	15	0	45
COLEMAN, Sandra Willette	ANNUAL \$6555.00 MONTHLY \$546.25	VA. STATE COLLEGE B.S.	23	Business Subjects	Typing Bus. Law	18	2½	0	87
DAVIS, John I.	ANNUAL \$8472.00 MONTHLY \$706.00	A & T STATE	23	Building Trades	Building Trades	30	0	6	40
EDLEY, Blanche W.	ANNUAL \$8802.00 MONTHLY \$733.50	ST. PAUL COLLEGE VA. STATE COLLEGE B.S.	23	Commercial Sewing	Commercial Sewing	30	17	1	21
HARRIS, John H. Jr.	ANNUAL \$8298.00 MONTHLY \$691.50	TENN. STATE COLLEGE TUSKEGEE INST. B.S.	24	Mathematics	Mathematics	25	5	0	104
HOLMES, Edna E. (Part-time 3/5)	ANNUAL \$6204.00 MONTHLY \$620.00	HAMPTON INSTITUTE OHIO STATE UNIV. M.A.	41	Homemaking	Homemaking	60	30	1	38
IRVINE, Jeannette E.	ANNUAL \$9462.00 MONTHLY \$946.20	VA. STATE HOWARD UNIV. OF PENN. UNIV. OF VA. M.A.	39	French Guidance	French Guidance	32 18	20	9	51

Teacher	Homeroom	1 st	2 nd	3 rd	4 th	Lunch	5 th	6 th
R. H. LaREAU		(P R I N C I P A L)	→		→	↘	→	→
Mrs. P. F. WEEDEN		(A S S I S T A N T P R I N C I P A L)			→	↘	→	→
Mrs. A. C. PINN		(F U L L - T I M E G U I D A N C E)			→	↘	→	→
Mr. E. DIBARROS		(F U L L - T I M E G U I D A N C E)			→	↘	→	→
Mrs. J. P. BARNHILL	← LEE JUNIOR HIGH SCHOOL →			STAFF PERIOD	ENG. II	↘	ENG. III	ENG. II
Mr. L. C. BLAND	← DUNBAR JUNIOR HIGH SCHOOL →			→	LATIN II	↘	← DUNBAR JUNIOR HIGH →	
Mr. G. N. BROOKS		AUTO SHOP	AUTO SHOP	AUTO SHOP	AUTO SHOP	↘	AUTO SHOP	AUTO SHOP

Teacher	Homeroom	1 st	2 nd	3 rd	4 th	Lunch	5 th	6 th
Mr. W. E. CLARK	12th Grade 305	Study Hall	CHEMISTRY	DEPT. DUTIES	CHEMISTRY		STAFF	ROTC
Miss S. W. COLEMAN	10th Grade 105	TYPING II	BUSINESS LAW	TYPING II	BUSINESS LAW		STUDY HALL	STAFF
Mr. S. E. DAVENPORT		SENIOR RAND	← DUNBAR JUNIOR HIGH →				← DUNBAR JUNIOR HIGH →	
Mr. J. I. DAVIS		BUILDING TRADES	BUILDING TRADES	BUILDING TRADES	BUILDING TRADES		BUILDING TRADES	BUILDING TRADES
Mrs. B. W. EDLEY		COMMERCIAL CLOTHING	COMMERCIAL CLOTHING	COMMERCIAL CLOTHING	COMMERCIAL CLOTHING		COMMERCIAL CLOTHING	COMMERCIAL CLOTHING
Mr. J. H. HARRIS	11th Grade 301	STAFF	GEOMETRY	ALG.-TRIG.	GEOMETRY		GEOMETRY	ALG.-TRIG.
Miss E. E. HOLMES		← DUNBAR JUNIOR HIGH →		HOMEMAKING III	HOMEMAKING II		HOMEMAKING II	DUNBAR JUNIOR HIGH

Teacher	Homeroom	1 st	2 nd	3 rd	4 th	Lunch	5 th	6 th
Miss J. E. IRVINE	10 th Grade 205	FRENCH II	FRENCH III	FRENCH II	STAFF		GUIDANCE	GUIDANCE
Mrs. J. H. JONES	11 th Grade 307	DEPT. DUTIES	STAFF	ENGLISH III	ENGLISH III		ENGLISH III	ENGLISH III
Mr. T. LAMPMAN	12 th 102	U. S. HISTORY	STUDY HALL	U.S.HISTORY	U.S.HISTORY		STAFF	U.S.HISTORY
Mrs. M. H. McCOY	10th Grade 302	DEPT. DUTIES	MATH. ANALYSIS	PHYSICS	CALCULUS		STAFF	PHYSICS
Mrs. D. L. OBEY	12th Grade 306	ENGLISH IV	STAFF	ENGLISH IV	ENGLISH II		ENGLISH II	SCHOOL PAPER
Mr. CARL PINN		PHYS. ED.	PHYS. ED.	PHYS. ED.	PHYS. ED.		PHYS. ED.	STAFF
Mrs. M. G. ROBINSON		PHYS. ED.	PHYS. ED.	PHYS. ED.	PHYS. ED.		STAFF	PHYS. ED.

Teacher	Room	1 st	2 nd	3 rd	4 th	Lunch	5 th	6 th
Mr. R. S. ROBINSON	10 th Grade 104	BOOKKEEPING	STAFF	BOOKKEEPING	TYPING I		TYPING I	TYPING I
Mrs. SUSAN RASH		ART I	ART I - II	STAFF	E. C. GLASS SENIOR HIGH SCHOOL		← E. C. GLASS SENIOR HIGH SCHOOL →	
Mr. R. W. SAUNDERS	10 th Grade 100	STAFF	U.S.HISTORY	ECONOMICS	DEPT. DUTIES		U.S. GOV.	U.S. GOV.
Miss M. SHELTON	10 th Grade 203	BIOLOGY	BIOLOGY	STUDY HALL	BIOLOGY		STAFF	BIOLOGY
Mr. R. D. SPENCER	11 th Grade 202	STAFF	BIOLOGY	BIOLOGY	STUDY HALL		BIOLOGY	STUDY HALL
Mr. L. G. STAMPS	11 th Grade 303	STUDY HALL	ENGLISH IV	SPEECH	ENG. IV		ENGLISH IV	STAFF
Miss C. J. STEPHENS	10 th Grade 103	ENGLISH II	ENGLISH II	ENGLISH II	STAFF		STUDY HALL	ENGLISH IV

REPORT TO SOUTHERN ASSOCIATION OF COLLEGES AND SCHOOLS

Principle D, # 4.

Describe in detail regulations governing the operation of the Summer School

We follow the regulations of the State Department in regard to Summer School:

1. The school is administered by regular personnel having all qualifications necessary for approval in the regular program
2. One hundred and sixty hours of instruction are required for one unit of work
3. Library and laboratory facilities are available
4. The same standards are required in summer work as are required during the regular school year
5. Pupils may not earn more than one unit in new work
6. A small tuition fee (\$25.00) is charged
7. Teachers are paid at regular rate of pay. The difference is supplied by the School Board.