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FORM B.

REPORT OF INSPECTION—ASSISTANT TEACHER

Department of Education. BRITISH COLUMBIA. Inspection of Schools.

(N.B.—This report refers to the work of this teacher in this situation only.)

Inspector's name F.A. McLellan Date April 4, 1946

School Lillooet Elementary (High, Superior, Junior High, Elementary.) Division I Municipality

Teacher Mrs. Monica Ostensoe (Mr., Mrs., Miss.) (née Leresche) Degree

Address Lillooet, B.C. Certificate Interim Salary $1400

Training Vancouver Normal Date of appointment to this school Sept., 1945

Further professional training Summer School--1945

Previous school Columbia Valley from Sept. 19 44 to June 19 45 Years of experience 2

Enrolled: Grade I.....; II.....; III.....; IV.....; V. 6 ; VI. 8 ; VII. 11 ;

VIII. 10 ; IX.....; X.....; XI.....; XII.....; XIII.....; Present 35

If the school is departmentalized, the subjects or courses taught by this teacher should be recorded below:

The Inspector will report on the following major headings, including in his remarks such of the minor items as he deems desirable or necessary.

THE CLASS-ROOM.

Neatness, Attractiveness, Size.
Cleanliness, Lighting, Heating, Ventilation.
Blackboards; Seating Arrangements.
Special Equipment and Accommodation.
Storage and Filing Facilities.
Facilities for Displays.
Centres of Interest, such as Science Corner, Library Corner.

ORGANIZATION AND MANAGEMENT.

Time-table, Records, and Reports.
Grouping of Pupils.
Use of Records in Pupil Guidance and Classification.
Use of Library.
Character of Control; Teacher-Pupil Relations.
Prevention and Correction of Pupil Maladjustments:
(a.) Educational;
(b.) Emotional;
(c.) Physical Disabilities.
Pupil Participation in Class-room Duties.
Parent-Teacher Consultations.

THE LEARNING SITUATION.

Planning and Preparation.
Allotment and Economy of Time.
Teaching Procedures:
Definiteness of Aim;
Thoroughness of Instruction;
Character of Assignments;
Projects and Enterprises;
Pupil Participation in Planning and in Evaluation;
Correlation and Integration;
Pupil Interest and Effort.
Diagnostic and Remedial Procedures.
Provision for Individual Differences:
(a.) For Slow Learners;
(b.) For Abler Pupils.
Use of Motivated Drill:
(a.) For Fixation;
(b.) For Maintenance.
Use of Teaching Aids:
(a.) Visual and Auditory;
(b.) Supplementary Materials.
Use of Community Resources as Curricular Material.
Faithfulness in Teaching All Prescribed Subjects.

EDUCATIONAL GROWTH OF PUPILS.

Mastery of Subject-matter.
Development of Skills.
Neatness and Accuracy of Pupils' Work.
Gain in Power of Self-expression through:
(a.) Oral and Written Language;
(b.) Graphic and Practical Arts;
(c.) Music and Drama;
(d.) Physical Activities, Athletics, Dancing.
Emotional Stability.
Socialization; Courtesy and Manners.
Development of Desirable Attitudes, Interests, Habits, and Appreciations.
Pupil Growth in:
Ability to Study;
Initiative;
Willingness to Accept Responsibility;
Desire for Further Learning;
Critical Thinking.

SPECIAL ACTIVITIES.

Sponsorship of Clubs.
Co-curricular Activities.
Guidance; Group Leadership.
Out-of-class Supervision:
Playgrounds, basements, corridors, toilets, buses.
Community-School Relationships.
Special Subjects, as Art, Music, Counselling, Library, Physical Education, Practical Arts, Dramatics.

The Classroom. Large classroom--somewhat crowded with pupils and materials. Classroom is clean, fairly well lighted, heated and ventilated. Blackboards are ample but too shiny. Seating arrangements are satisfactory considering the crowded conditions.

Organization and Management. Time-table, records, reports are satisfactory. Use of Library is encouraged. Class control is good. Pupils participate in many classroom duties.

The Learning Situation. Work is well planned by means of a Day Book. Time-table is in general followed. Greater use could be made of blackboard for written assignments. Blackboard might be used more for drill purposes. Projects and Enterprises are much emphasized by the teacher. The pupils are interested. Greater use of ~~xxxx~~ Motivated Drill for fixation and maintenance might be considered.

Educational Growth of Pupils. Mastery of subject-matter is in general satisfactory. Pupils' exercise books are carefully corrected. Language work is being emphasized. However, in Grades VII and VIII more emphasis might be placed on functional Grammar. A silent reading test in general gave satisfactory results. In science work is satisfactory except more emphasis might be place on experiments.

Special Activities. Practical Arts are emphasized. Class paper is sponsored.

ASSISTANT TEACHER'S FORM—*Continued.*

SPECIAL REMARKS.

Any comment that may be thought necessary on:
The Teacher's Personality, Appearance, and Voice;
Scholarship; Educational Philosophy;
Professional Growth;
Attitude Toward Suggestions;
Command of English;
Neatness of Blackboard Work;
Other Personality Characteristics.

Special Remarks. Mrs. Ostensoe is an enthusiastic, energetic teacher. She is keenly interested in project and enterprise work. However, she is inclined to begin too many new ideas and plans before finishing ones already under way. Would be more effective if she worked out plans more slowly and insisted on good standard of efficiency. Has a tendency to do things without consulting Principal but this is caused by inexperience and enthusiasm. If she will exercise more patience and tact in dealing with others she will do effective work as a teacher.

F. E. McLellan
Inspector of Schools.

18M-845-7919 (2)

FORM B.

REPORT OF INSPECTION—ASSISTANT TEACHER

Department of Education. BRITISH COLUMBIA. Inspection of Schools.

(N.B.—This report refers to the work of this teacher in this situation only.)

Inspector's name F.A. McLellan Date April 4, 1946

School Lillooet Elementary (High, Superior, Junior High, Elementary.) Division 2 Municipality

Teacher Mrs. Dorothy C. Allcock (Mr., Mrs., Miss.) (née Stimpson) Degree

Address Lillooet, B.C. Certificate Second Salary $1300

Training Victoria Normal Date of appointment to this school Sept., 1943

Further professional training

Previous school Moose Heights from Nov. 1933 to June 1934 Years of experience 6

Enrolled: Grade I. 12; II. 11; III. 6; IV. 10; V.; VI.; VII.;

VIII.; IX.; X.; XI.; XII.; XIII.; Present 36

If the school is departmentalized, the subjects or courses taught by this teacher should be recorded below:

The Inspector will report on the following major headings, including in his remarks such of the minor items as he deems desirable or necessary.

THE CLASS-ROOM.

Neatness, Attractiveness, Size.
Cleanliness, Lighting, Heating, Ventilation.
Blackboards; Seating Arrangements.
Special Equipment and Accommodation.
Storage and Filing Facilities.
Facilities for Displays.
Centres of Interest, such as Science Corner, Library Corner.

ORGANIZATION AND MANAGEMENT.

Time-table, Records, and Reports.
Grouping of Pupils.
Use of Records in Pupil Guidance and Classification.
Use of Library.
Character of Control; Teacher-Pupil Relations.
Prevention and Correction of Pupil Maladjustments:
(a.) Educational;
(b.) Emotional;
(c.) Physical Disabilities.
Pupil Participation in Class-room Duties.
Parent-Teacher Consultations.

THE LEARNING SITUATION.

Planning and Preparation.
Allotment and Economy of Time.
Teaching Procedures:
Definiteness of Aim;
Thoroughness of Instruction;
Character of Assignments;
Projects and Enterprises;
Pupil Participation in Planning and in Evaluation;
Correlation and Integration;
Pupil Interest and Effort.
Diagnostic and Remedial Procedures.
Provision for Individual Differences:
(a.) For Slow Learners;
(b.) For Abler Pupils.
Use of Motivated Drill:
(a.) For Fixation;
(b.) For Maintenance.
Use of Teaching Aids:
(a.) Visual and Auditory;
(b.) Supplementary Materials.
Use of Community Resources as Curricular Material.
Faithfulness in Teaching All Prescribed Subjects.

EDUCATIONAL GROWTH OF PUPILS.

Mastery of Subject-matter.
Development of Skills.
Neatness and Accuracy of Pupils' Work.
Gain in Power of Self-expression through:
(a.) Oral and Written Language;
(b.) Graphic and Practical Arts;
(c.) Music and Drama;
(d.) Physical Activities, Athletics, Dancing.
Emotional Stability.
Socialization; Courtesy and Manners.
Development of Desirable Attitudes, Interests, Habits, and Appreciations.
Pupil Growth in:
Ability to Study;
Initiative;
Willingness to Accept Responsibility;
Desire for Further Learning;
Critical Thinking.

SPECIAL ACTIVITIES.

Sponsorship of Clubs.
Co-curricular Activities.
Guidance; Group Leadership.
Out-of-class Supervision:
Playgrounds, basements, corridors, toilets, buses.
Community-School Relationships.
Special Subjects, as Art, Music, Counselling, Library, Physical Education, Practical Arts, Dramatics.

The Classroom. Neat, attractive classroom--somewhat crowded. Clean, well lighted, heated and ventilated. Blackboards adequate. Seating arrangements satisfactory--but is a crowded classroom.

Organization and Management. Time-table, records, reports satisfactory. Use of Library is encouraged. Class control xxix and tone are both good but pupils speak out too often. Classroom duties are regularly assigned to pupils.

The Learning Situation. Planning and preparation are both good--Day Book regularly used. Time-table is carefully followed. In Grade I Reading the class has been going too fast--need more reviews and drills, such as vocabulary work, blackboard and flash card drill. Grade II pupils need an extra period each day in Reading. Pupils are interested and industrious. More Motivated Drills for fixation and maintenance might be considered. The project and enterprise work is particularly well done.

Educational Growth of Pupils. In general pupils are making satisfactory progress. Suggestions are noted under The Learning Situation.

Special Activities. Practical Arts work is well done.

ASSISTANT TEACHER'S FORM—*Continued.*

SPECIAL REMARKS.

Any comment that may be thought necessary on:
The Teacher's Personality, Appearance, and Voice;
Scholarship; Educational Philosophy;
Professional Growth;
Attitude Toward Suggestions;
Command of English;
Neatness of Blackboard Work;
Other Personality Characteristics.

Special Remarks. Mrs. Allcock is a capable teacher. She is interested in her work, has a good classroom personality, is co-operative, and in general her pupils are making satisfactory progress.

F. A. McLellan
Inspector of Schools.

18M-845-7919 (2)

FORM C.

REPORT OF INSPECTION

Teaching Principal or Teacher of One-room School

Department of Education. BRITISH COLUMBIA. Inspection of Schools.

(N.B.—This report refers to the work of this teacher in this situation only.)

Inspector's name F.A. McLellan Date April 4, 1946

School Lillooet High (High, Superior, Junior High, Elementary.) No. of divisions 1 Municipality

Teacher Mr. Daniel P. Tatroff (Mr., Mrs., Miss.) (née) Degree B.A.

Address Lillooet, B.C. Certificate Academic Salary $1800

Training U.B.C. Teacher Training Date of appointment to this school July, 1945

Further professional training

Previous school from 19 to 19 Years of experience

Enrolment of school: Grade I. ; II. ; III. ; IV. ; V. ; VI. ; VII. ;

VIII. ; IX. 11 ; X. 11 ; XI. 4 ; XII. 1 ; XIII. ; Total 27

If the school is departmentalized, the subjects or courses taught by the principal should be recorded below (departmentalization should be reduced to a minimum):

The Inspector will report on the following major headings, including in his remarks such of the minor items as he deems desirable or necessary.

BUILDINGS.

State of Repair.
Auditorium, Gymnasium, Shops, Kitchens, Cafeteria, Outbuildings.
Sanitation:
Janitor, Floors, Cleanliness;
Heating, Lighting, Ventilation;
Water-supply, Wash-room, Toilets.
Suggestions and Recommendations.

EQUIPMENT.

Furniture and Desks.
Storage and Filing Facilities.
Blackboards, Maps, Globes.
Library:
(a.) Recreational and Reference Books;
(b.) Supplementary Readers.
Provision for Dramatics.
Class-room Supplies.
Science Equipment.
Special Equipment for:
Typing, Manual Arts, Home Economics, Agriculture.
Visual and Auditory Aids.
School-lunch Equipment.
First-aid Equipment.
Fire-protection.
Suggestions and Recommendations.

GROUNDS.

Size and Suitability.
Beautification.
Playground Equipment.
School Garden.
Garden Equipment.
Suggestions and Recommendations.

THE CLASS-ROOM.

Neatness, Attractiveness, Size.
Cleanliness, Lighting, Heating, Ventilation.
Blackboards; Seating Arrangements.
Facilities for Displays.
Centres of Interest, such as Science Corner, Library Corner.

ORGANIZATION AND MANAGEMENT.

Office Management; Files.
Time-tables, Records, and Reports.
Testing and Examination Procedures.
Classification of Pupils.
Use of Records in Pupil Guidance and Classification.
Management of School and Disciplinary Problems.
Prevention and Correction of Pupil Maladjustments:
(a.) Educational;
(b.) Emotional and Social;
(c.) Physical Disabilities.
Parent-Teacher Consultations.
Pupil Participation in Class-room Duties.
Co-curricular Activities; Student Organizations.
School-Community Relationships.
Use of Library.
Health Programme; Organization School Lunches.
Out-of-class Supervision:
Playgrounds, basements, corridors, toilets, buses.
Handling of Absenteeism and Tardiness.
Fire Drills.

Buildings. Satisfactory state of repair--somewhat crowded. Janitor service satisfactory. Washing facilities satisfactory. Classrooms in general are well lighted, heated, and ventilated.

Equipment. Furniture and desks good. Blackboards good except for shine. Fairly good supply of library books. Additional reference books recently added. Classroom supplies satisfactory. Science equipment adequate. First Aid kit.

Grounds. Grounds are good--well drained. There is some sports equipment.

The Classroom. Neat, attractive, classroom. Clean, well lighted, heated and ventilated. Blackboards are adequate. Seating arrangements are satisfactory.

Organization and management. Time-table, records, reports satisfactory. Use of reference library is particularly encouraged. Control and tone are both good. Classroom supplies good. Science equipment adequate. Pupils perform classroom duties.

THE LEARNING SITUATION.

Planning and Preparation.
Allotment and Economy of Time.
Teaching Procedures:
  Definiteness of Aim;
  Thoroughness of Instruction;
  Character of Assignments;
  Projects and Enterprises;
  Pupil Participation in Planning and in Evaluation;
  Correlation and Integration;
  Pupil Interest and Effort.
Diagnostic and Remedial Procedures.
Grouping of Pupils.
Provision for Individual Differences:
  (a.) For Slow Learners;
  (b.) For Abler Pupils.
Use of Motivated Drill:
  (a.) For Fixation;
  (b.) For Maintenance.
Use of Teaching Aids:
  (a.) Visual and Auditory;
  (b.) Supplementary Materials.
Use of Community Resources as Curricular Material.
Faithfulness in Teaching All Prescribed Subjects.

EDUCATIONAL GROWTH OF PUPILS.

Mastery of Subject-matter.
Development of Skills.
Neatness and Accuracy of Pupils' Work.
Gain in Power of Self-expression through:
  (a.) Oral and Written Language;
  (b.) Graphic and Practical Arts;
  (c.) Music and Drama;
  (d.) Physical Activities, Athletics, Dancing.
Emotional Stability.
Socialization; Courtesy and Manners.
Development of Desirable Attitudes, Interests, Habits, and Appreciations.
Pupil Growth in:
  Ability to Study;
  Initiative;
  Willingness to Accept Responsibility;
  Desire for Further Learning;
  Critical Thinking.

SPECIAL REMARKS.

Any comment that may be thought necessary on:
  The Teacher's Personality, Appearance, and Voice;
  Scholarship; Educational Philosophy;
  Professional Growth;
  Attitude Toward Suggestions;
  Command of English;
  Neatness of Blackboard Work;
  Other Personality Characteristics.

The Learning Situation. Lessons are apparently prepared well and presented in a satisfactory manner. Good use is made of blackboards for assignments and presentation of work. The Directed Study work on Board appeared to be good.

Educational Growth of Pupils. The work in Literature is satisfactory. Composition work is fairly satisfactory--class will need continued practice. Continued practice in functional grammar is required. Regular practice in Spelling and Dictation would be useful in Grade IX. A test in Grade IX Algebra gave satisfactory results. In Science Directed Study and regular reviews regarding salient points in each unit would be of value. The work in Social Studies is producing good results--Directed Study in this subject should be continued.

Special Remarks. This is Mr. Tatroff's first year of teaching. He has a quiet manner and appears to have gained the confidence and respect of his pupils. As a principal he should exercise the necessary leadership and organizing ability for a smooth running school. He will need to show initiative and decisive organization--this will come with more experience.

Times of assembly and dismissal should be checked by principal.

F. A. McLellan

Inspector of Schools.

10M-845-7921