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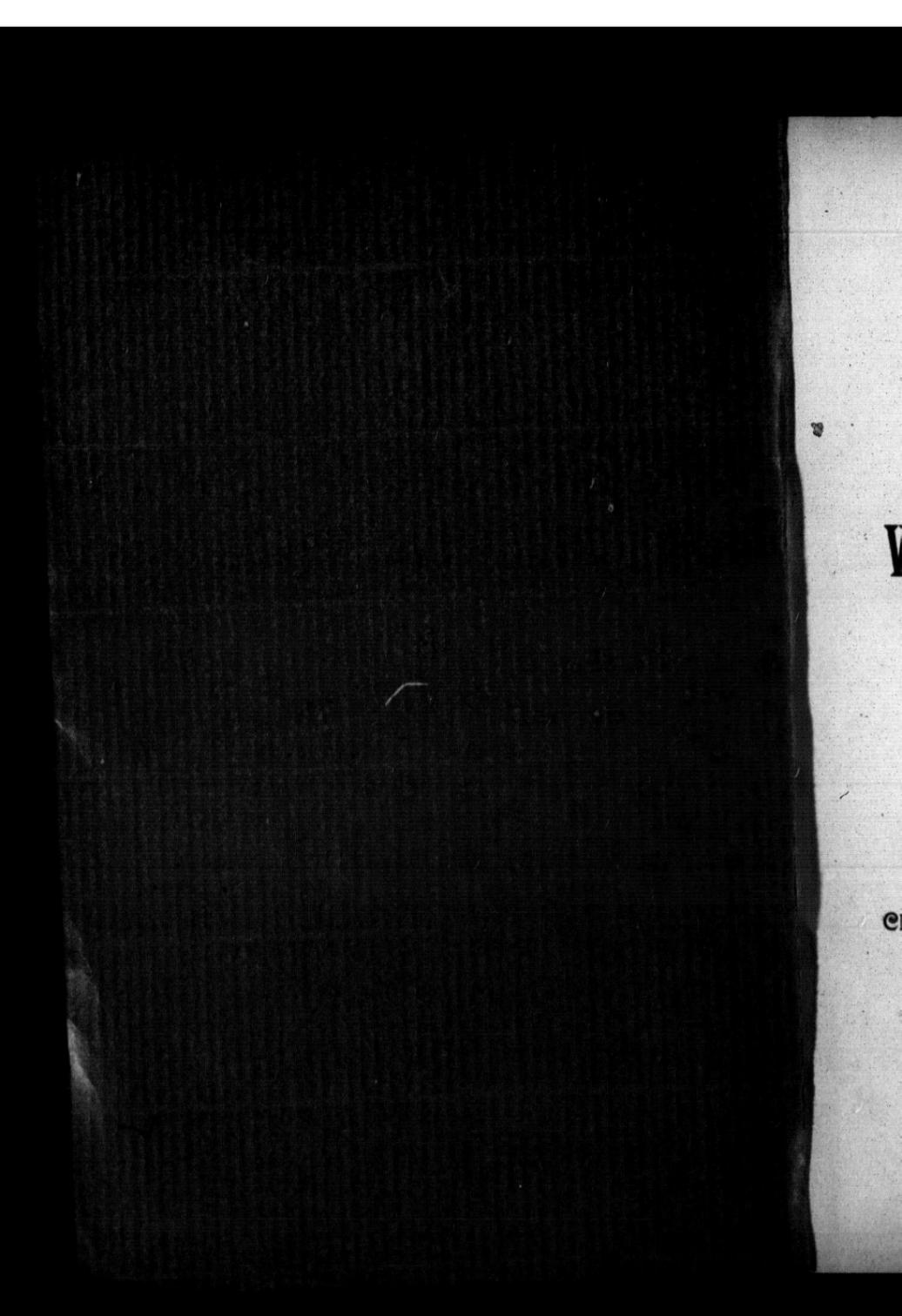
Annual Report
OF THE
BOARD OF TRUSTEES
OF THE
Victoria City School District
FOR THE
YEAR ENDING 31st. DECEMBER,

1894.

Charles Hayward, Esq., Chairman.

VICTORIA, B. C.
PROVINCE PUBLISHING CO.
1890.

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MEMBERS OF

THE

SCHOOL BOARD

FOR THE YEAR 1894.

CHARLES HAYWARD, Esq., CHAIRMAN,
Term expires January, 1895.

HENRY SAUNDERS, Esq., " " " "

JOHN B. LOVELL, Esq., " " " "

WM. MARCHANT, Esq., " " " 1896.

GEORGE GLOVER, Esq., " " " "

EDWARD H. LEWIS, Esq., " " " "

SECRETARY TO THE BOARD,

B. WILLIAMS, Esq., 46 Fort St.

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REPORT OF THE SCHOOL TRUSTEES OF THE CITY OF VICTORIA, B.C.

In accordance with the requirements of the Public School Act the following detailed audited statement of the receipts and expenditures of the Victoria City School Trustees for the year 1894 is published for the information of the ratepayers and will, it is hoped, be found satisfactory.

Attention is drawn to the memorandum showing the relative cost of the High and Public School pupils, whereby it appears that the cost of the former based on average attendance is \$48.59 $\frac{3}{4}$ per capita per annum, while that of the latter is \$27.07, or only about one-half.

Although authority is given to the Trustees to levy a tuition fee on pupils attending the High School, they have not seen their way to do so without inflicting more or less hardship or humiliation upon poor but deserving parents. Some relief might be found if the Educational Authorities could be induced to materially increase the standard at examinations for entrance to the High School, so as to necessitate that the education obtainable in the lower schools be more advanced and complete, and which in most cases would be found sufficient for ordinary pupils intended for Agricultural, Mercantile or Mechanical pursuits.

An effort was made during the year to avoid the waste of time and general disturbance to the work of the teachers caused by having the entrance and promotion examinations three or four weeks prior to the end of the term; but it was only partially successful. It is thought that a permanent satisfactory

arrangement might be made with the Council of Public Instruction so that the existing rules may be amended, allowing the written examinations to be held during the last few days of the term and the result made known during the holidays or at the commencement of the new term.

IRREGULAR ATTENDANCE.

The statement showing the per centage of pupils regularly attending, as compared with the number actually on the roll, is earnestly commended to the consideration of both teachers and parents. It will be noticed that on an average 277 children are absent every day. As the Government grant of ten dollars per pupil is based on the number actually present, it is readily seen that these 277 absentees have been the direct cause of a loss in money to the City during the year of \$2,770, besides the greater loss to the pupils themselves, by the breaks thus made in their progressive course of studies. It is hoped that in future when parents are tempted (perhaps for trival causes) to keep their little ones at home they may think of these things.

CITY INSPECTOR OF SCHOOLS.

While recognizing the importance of avoiding any additional expenditure, it is felt that the appointment of a duly qualified experienced teacher at a liberal salary to act as a City Inspector of Schools and as general adviser and confidential agent of the Board is a pressing necessity. When it is considered that there are under the control of the Board eight separate schools, with about 2,000 pupils in attendance, giving employment to 48 teachers, all of whom are practically without oversight so far as the Trustees are concerned, it is obvious that better results would be obtained if the services of a competent person

could be relied upon whose duty and interest would ensure a faithful report on the condition and progress of the pupils and the efficiency or otherwise of the teachers. The Inspector's duties might also include the examination and classification of new pupils, visitation of parents in case of absence or tardiness, and the preparation of all necessary statistics; beside which, his daily attendance at one or more of the schools would enable him to judge of the progress made by the pupils, the methods of instruction pursued by the teacher and the discipline maintained. He might also have general charge of the school buildings, furniture and equipments, attend all meetings of the Board, and report at regular and frequent intervals on all matters affecting the well being of the schools.

TEACHERS' SALARIES.

In the statement hereto are shown the salaries paid to the teaching staff; but whether these amounts should be continued requires careful consideration.

It has been suggested that as these salaries were in the main determined when the cost of living was unusually high, that it ought not to be regarded as a hardship if they were now adjusted to the greatly decreased cost of all the necessaries of life. The principal point is, would a reasonable (say 10 per cent.) reduction impair in any way the general efficiency of the Schools? Would the teachers' zeal abate or their usefulness be seriously affected by it? We are inclined to think that the teachers themselves should recognize the necessity of cheerfully assenting to the change, so that the burden of taxation on the unfortunate rate-payers might be made as light as possible. In this important matter it would be well if the views of those interested, both as teachers and tax-payers, could be made known.

NORTH WARD SCHOOL.

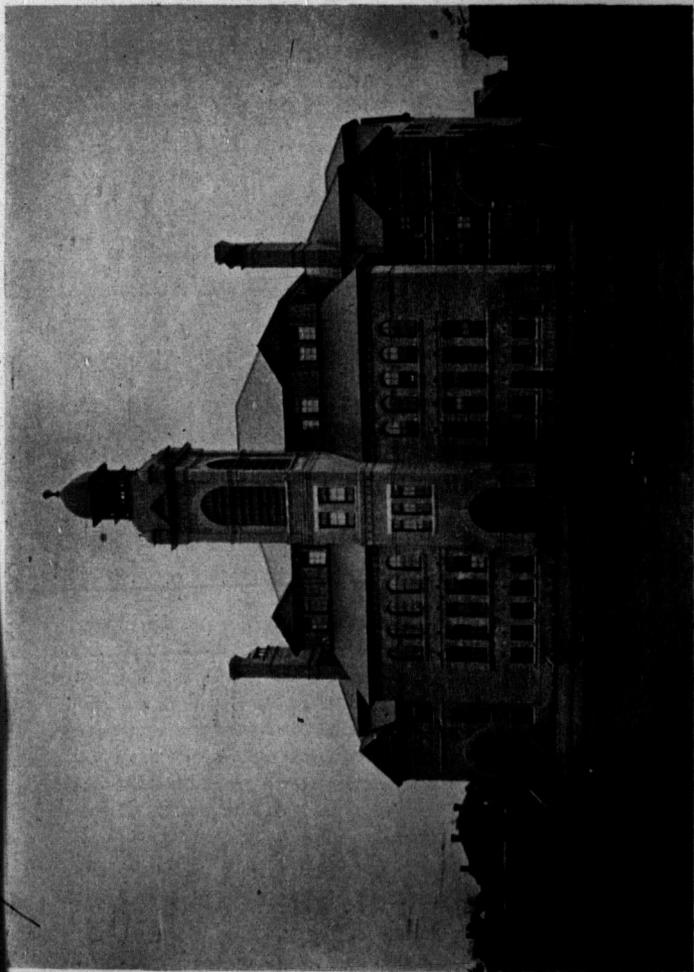
The new North Ward School Building has been erected from the plan of Messrs. Soule & Day, which in the public competition was placed first by the expert, the Board of Trustees confirming the selection. The edifice is substantially built of brick, and contains eight class rooms, each designed for sixty pupils. The basement, which is above ground, is divided into wet weather play grounds for boys and girls. The class rooms are distributed four on the ground floor and four on the second floor; the third floor space is taken up by a large Assembly Hall capable of seating easily six hundred people. Each class room is provided with a separate cloak room. There are two teachers' rooms on the second floor and a Principal's room on both the ground and second floor. There are five entrances; two to the basement and three to the ground floor. The corridors, 12 feet wide on two floors, run the entire length of the building. There are three stair-cases, each six feet wide from the basement to the hall on the third floor.

The building is heated and ventilated by steam by the direct indirect system which can be regulated by the teacher in each room.

The tower is a striking feature of the building and forms a landmark for the neighborhood.

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The work was superintended by Mr. C. J. Soule, architect, with Mr. E. J. Grey as clerk of the works, and Messrs. Elford and Smith as contractors, the cost being.

Site, - - -	\$ 7,100.00
Building, - - -	29,013.17
Filling in and Fencing,	5,193.92
	<hr/>
Total - - -	\$41,307.09
	<hr/>



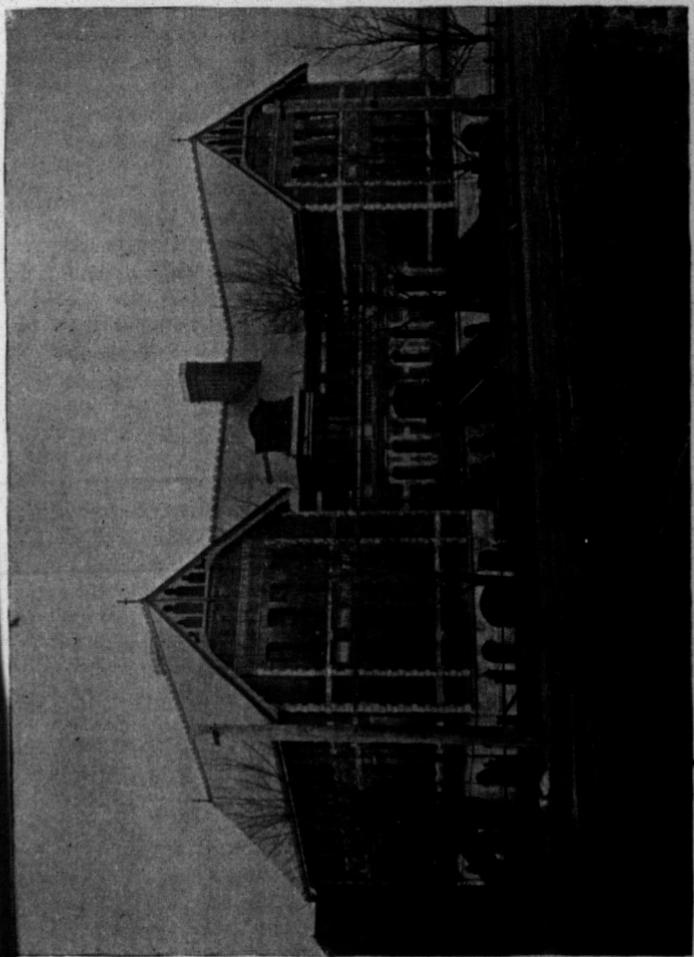
SOUTH PARK SCHOOL.

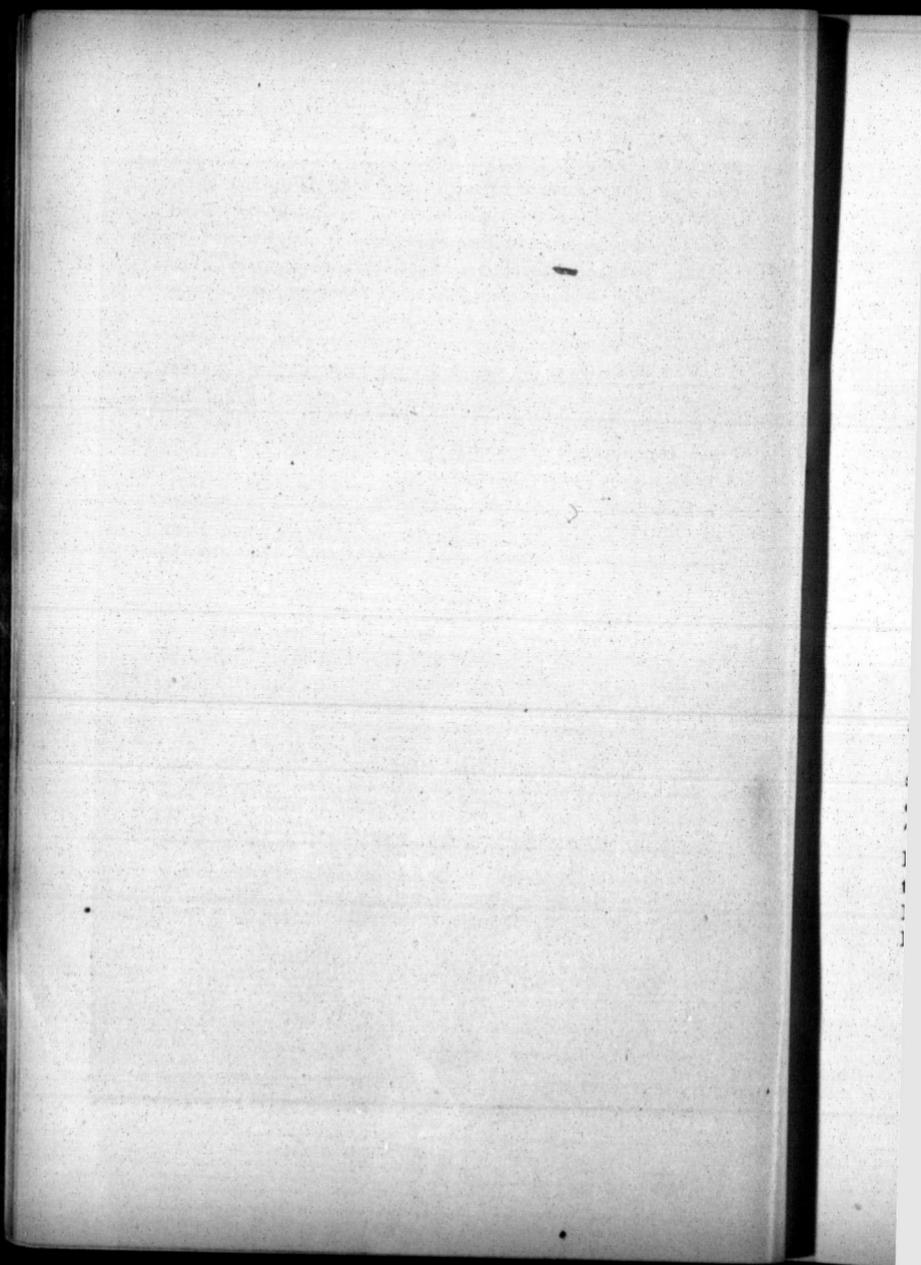
The South Park School as compared with that in the North Ward is generally speaking a smaller building, and, perhaps, in the opinion of some, less imposing externally, being a storey lower and lacking a tower or any specially prominent feature. It was thought that the money saved in this direction would be better spent in the very best and most durable construction; at the same time it must not be supposed that the comfort of the scholars is in any way interfered with. The class rooms, conveniences and covered play grounds are, if anything, more commodious in this building, the saving in space being obtained by fewer staircases and long corridors, the grouping of the several rooms round one central hall being so simple that the latter are unneeded.

The accommodation provided is, according to the request of the Trustees, for 480 scholars in eight class rooms of 60 each with one large room for general assembly. Each class room is exactly similar in every respect, allowing 240 cubic feet of air space per child; a special feature being that they are lighted on two sides by eight windows, so that in every instance the scholars have a rear and left hand light and no continuous glare direct in their eyes, the blackboards (which are of the best polished slate) being placed round the two remaining walls. Each room has also a recessed book case for the convenience of the teacher and a separate cloak lobby adjoining. There are also drinking fountains outside each class room on each floor and in each play ground. The large Assembly Hall, which will accommodate 600 persons, is situated on the ground floor, being thereby easy of access

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and of exit in case of fire or panic, there being also three distinct means of exit apart from the windows, which are no great distance from the ground. It might also be mentioned that there are additional emergency exits at each end of the building on each floor making seven in all.

The system of Heating and Ventilation is that patented by Messrs. Smead, Dowd & Co., and which has been so thoroughly discussed and criticised on previous occasions that it seems hardly necessary to do so here further than to say that so far it has given the most entire satisfaction, keeping the whole building at a pleasant temperature, giving a continuous supply of warmed, fresh air, and at the same time drawing off the vitiated atmosphere.

The water closets are arranged on the continuous trough system with an automatic dump, flushing the trough with 25 gallons of water every 25 minutes, and doing away with any complicated mechanical arrangement which in a school is so liable to get out of order. This system has been found to work so well that an exact counterpart is being put into the North Ward School. The plans for this building were prepared by W. Ridgway Wilson Esq., Architect, under whose superintendence the work was carried to satisfactory completion. Mr. J. G. Brown was the contractor, and Mr. Thomas A. Bryden clerk of works.

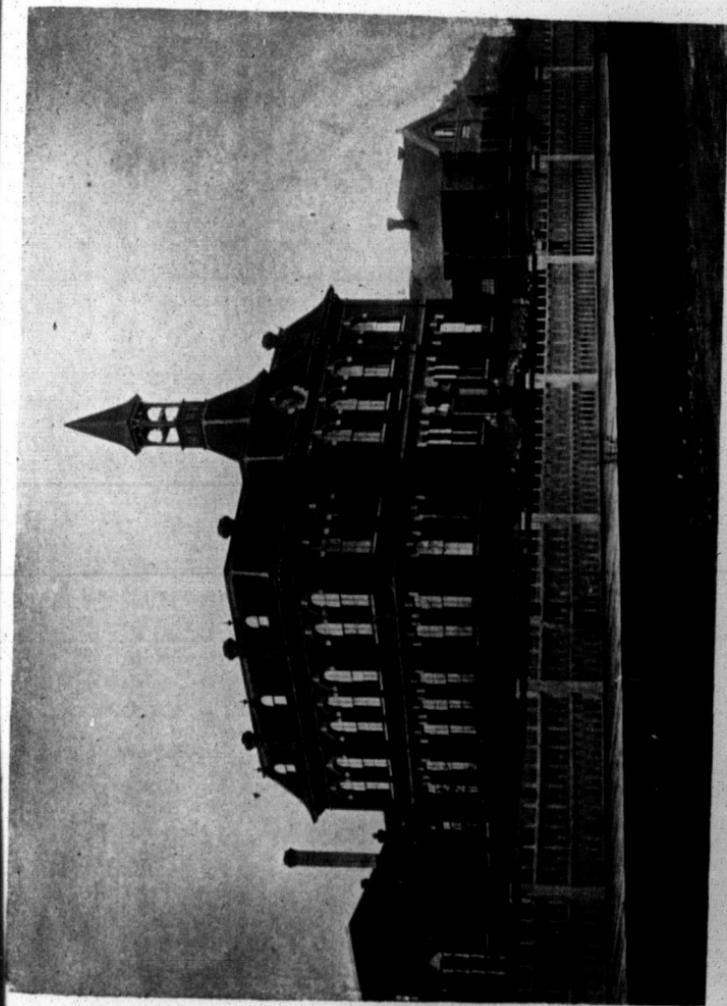
The cost was as follows :

Site	\$ 7,000.00
Building	29,355.05
Drains	1,942.08
	<hr/>
TOTAL,	\$38,297.13

THE PEMBERTON GYMNASIUM.

The three thousand dollars placed at the disposal of the Board of Trustees by the generous bequest of the late J. D. Pemberton, Esquire, has been entirely expended in the erection of the building known as the Pemberton Gymnasium. It is a building 36x76 ft. constructed of brick with sandstone foundation walls which extend to the floor line; the trimmings are of cement; the cornices of brick and galvanized iron, and the roof is shingled. The dressing rooms are provided with marble-topped lavatory basins. The gymnasium is amply lighted by windows in the side walls and also by a large skylight. All the interior walls are wainscoted, painted and hard finished and the entire interior wired for electric light. The total cost, exclusive of furniture and gymnastic apparatus was \$3,000.00. The building was constructed from the plans and under the supervision of Mr. A. C. Ewart, and it is to-day one of the best arranged and most complete buildings for the purpose to be found in any city on this western coast, and is designed to remain for succeeding generations a monument to the memory of the benevolent donor.

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**Statement of Lands and Buildings held in trust by
Corporation of the City of Victoria for
Educational purposes.**

HIGH AND CENTRAL SCHOOL

Consists of High School and Boys' and Girls' Central School and the Pemberton Gymnasium Building.

TOTAL NUMBER OF CLASS ROOMS, 22.

AREA OF GROUNDS, 7½ acres.

LOCATION :—School Reserve bounded by School and Yates Streets, and Fernwood Road and in part by Fort Street and private property abutting thereon, as shown on the Victoria City official map.

FIRE INSURANCE on buildings and furniture \$30,000.00.

SOUTH PARK SCHOOL.

NUMBER OF CLASS ROOMS, 8.

AREA OF GROUNDS, 150x203 feet.

LOCATION :—Facing Beacon Hill Park, on the corner and north side of Michigan Street, James Bay.

INSURANCE on building, \$20,000.00.

NORTH WARD SCHOOL.

NUMBER OF CLASS ROOMS, 8.

AREA OF GROUNDS, 2 acres.

LOCATION :—Lot 12 on Douglas Street, between Hillside Avenue and King's Road.

INSURANCE on building, \$20,000.00.

All the foregoing Schools are built of brick, and those following of wood.

JAMES BAY WARD SCHOOL.

NUMBER OF CLASS ROOMS, 4.

AREA OF GROUNDS, 120X120 feet.

LOCATION :—City Lots 932 and 933, situate on the north side of Kingston Street, James Bay.

INSURANCE, \$2,500.00.

Not at present occupied for Public School purposes.

HILLSIDE WARD SCHOOL.

NUMBER OF CLASS ROOMS, 4.

AREA OF GROUNDS, 100X133 feet.

LOCATION :—Lots 135 and 136, Map number 10, Block 10, Hillside extension of the Work Estate situate on the south side of King's Road.

INSURANCE, \$2,500.00.

Not at present occupied for Public School purposes.

ROCK BAY WARD SCHOOL.

NUMBER OF CLASS ROOMS, 2.

AREA OF GROUNDS, 120X120 feet.

LOCATION:—Lots 10 and 12, Block H, Harbour Estate, situate on Turner Street, Rock Bay.

INSURANCE, \$2,000.00.

Re-opened as an adjunct to the North Ward School with two teachers on January 7th, 1895.

SPRING RIDGE WARD SCHOOL.

NUMBER OF CLASS ROOMS, 5.

AREA OF GROUNDS, 135X119 feet.

LOCATION:—Lots 25, 26, 27, subdivisions of Sections 50, 51, 52, 53, 66, 67, Spring Ridge Map 205, situate on the east side of Chambers Street.

INSURANCE, \$2,450.00.

VICTORIA WEST SCHOOL.

NUMBER OF CLASS ROOMS, 4.

AREA OF SCHOOL GROUNDS, 1 acre.

LOCATION:—Lot 33, Map 52A, Springfield Estate, Section xxxi, Esquimalt District, situate on the west side of Front Street, Victoria West.

INSURANCE, \$4,500.00.

The Baptist Mission Hall, Henry Street, Victoria West, is occupied by the Board at a monthly rental of \$10.00 as an adjunct to the Victoria West School for the accommodation of one class.

Statement shewing the number of Pupils actually attending
in the High and Graded Schools of Victoria City
for the year ending Dec. 31st, 1894.

	SCHOOLS.		
	HIGH.	GRADED.	TOTAL.
January	145	1,787	1,932
February.....	139	1,814	1,953
March	138	1,834	1,972
April	132	1,873	2,005
May	131	1,817	1,948
June.....	126	1,749	1,875
August	143	1,927	2,070
September	142	1,957	2,099
October	140	1,983	2,123
November.....	133	1,956	2,089
December.....	127	1,851	1,978
	11) 1,496	20,548	22,044
Average per year,	136	1,868	2,004

Statement shewing the Average Attendance at the High and
Graded Schools of Victoria City for the year
ending Dec. 31st., 1894.

	SCHOOLS.		
	HIGH.	GRADED.	TOTAL.
January	127.09	1550.60	1677.69
February	120.23	1473.41	1593.64
March,	121.44	1574.82	1696.26
April	116.87	1575.65	1692.52
May	113.79	1567.48	1681.27
June	109.43	1472.72	1582.15
August	124.31	1676.78	1801.09
September	120.07	1744.60	1864.67
October	118.18	1718.07	1836.25
November	117.34	1711.35	1828.69
December	110.65	1641.05	1751.70
	<hr/>	<hr/>	<hr/>
11)	1299.40	17706.53	19005.93
	<hr/>	<hr/>	<hr/>
Average per year,	118.13	1609.68	1727.81

Statement showing Average Attendance of Pupils at the
Victoria Schools for the last ten years.

1885-86.....	807.10
1886-87.....	894.29
1887-88.....	917.39
1888-89.....	996.11
1889-90.....	1096.23
1890-91.....	1284.68
1891-92.....	1528.02
1892-93.....	1636.27
1893-94.....	1656.70
1894.....	1727.81

This represents an increase of over 113 per cent. during the last ten years and nearly $4\frac{1}{2}$ for the last six months.

The figures of the first nine years are taken from the Provincial Government Education Report 1893-94.

The Fiscal year of the Provincial Government runs from 30th of June to 30th of June, and that of the School Trustees from 1st of January to 1st of January.



**List of Teachers and Monitors in Victoria Schools,
and their Monthly Salaries.**

SCHOOL.	DIV.	TEACHER.	SALARY.
High	1	E. B. Paul, M.A.,	\$125.00
"	2	Neil Heath	110.00
"	3	John Simpson, M.A.,	100.00
"	4	A. J. Pineo, B.A.,	90.00
Boys' Central	1	S. B. Netherby	100.00
"	2	E. F. Doran	80.00
"	3	J. F. Sallaway	75.00
"	4	Miss E. E. Sylvester	65.00
"	5	" G. H. Withrow	60.00
"	6	" S. Kermode	55.00
"	7	" G. H. Fawcett	50.00
"	Monitor 8	" C. C. Christie	40.00
Girls' Central	1	" M. Williams	100.00
"	2	" L. A. F. Barron	80.00
"	3	" A. Keast	70.00
"	4	Mrs. L. M. Caldwell	65.00
"	5	Miss F. E. Arrowsmith	60.00
"	6	" A. Russell	55.00
"	7	" I. R. Christie	50.00
"	Monitor 8	" E. M. Jesse	40.00
Victoria West	1	T. Nicholson	90.00
"	" 2	Miss E. G. Lawson	70.00
"	" 3	D. Ross	55.00
"	" 4	J. J. Stephenson	50.00
"	Monitor 5	Miss M. A. Gaudin	30.00
Spring Ridge	1	J. N. Muir	70.00
"	" 2	Miss E. J. King	50.00
"	" Monitor 3	" I. M. F. Barron	40.00
"	" " 4	" I. Carmichael	30.00

Carried forward..... \$1955.00

			<i>Brought forward</i>	\$1955.00
North Ward	1	A. B. McNeill		100.00
" "	2	L. Tait		80.00
" "	3	Miss A. J. Munro		70.00
" "	4	" M. Sanderson		65.00
" "	5	" A. C. Dowler		60.00
" "	6	" S. J. Murton		55.00
" "	7	" A. Spragge		50.00
" "	Monitor 8	" F. G. Walker		40.00
" "	" 9	W. N. Winsby		30.00
South Park	1	Miss A. D. Cameron		100.00
" "	2	E. H. Russell, B.A.,		80.00
" "	3	Miss L. Horton		70.00
" "	4	" S. A. Robinson		65.00
" "	5	" L. M. Speers		60.00
" "	6	" F. C. Fraser		55.00
" "	7	" C. T. Lorimer		50.00
" "	Monitor 8	" P. Frank		40.00
" "	" 9	" M. C. Maclean		30.00
				<hr/>
				\$3055.00

According to the Provincial Education Report 1893-94 those receiving \$50.00 per month are designated "Teachers" and those to whom a less salary is paid "Monitors."



SUMMARY

Teachers

1 at.....	\$125.00	
1 at.....	110.00	
5 at.....	100.00	
2 at.....	90.00	
4 at.....	80.00	
1 at.....	75.00	
5 at.....	70.00	
4 at.....	65.00	
4 at.....	60.00	
5 at.....	55.00	
6 at.....	50.00	\$2735.00

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Monitors

5 at.....	40.00	
4 at.....	30.00	\$320.00

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\$3055.00

Average Monthly Salary per Teacher, \$71.97
 " " " " Monitor, 35.55



A Statement of Expenditure.

ORDINARY EXPENSES OF MAINTENANCE.

TEACHERS' SALARIES.....		\$33911.00	
Janitors' "	\$	2095.00	
Fuel.....		1106.25	
Secretary's office			
Salary.....	\$420.00		
Postage and Supplies	75.63	495.63	
Printing and Advertising.....		254.28	
Furniture, School.....		3828.38	
Supplies "		233.75	
Alterations and Repairs to buildings			
Furniture, etc.....		1441.83	
Sundries N.O.S.....		1570.50	11025.62
Interest on Educational Loan By-law		3825.00	
Sinking fund " " "		557.00	4382.00
TOTAL GROSS COST OF SCHOOLS			
FOR MAINTENANCE.....			\$49318.62
Receipts from Provincial Govern- ment per capita allowance....		16413.20	
Provincial Revenue Tax..	\$12351.00		
Less collection 8 per cent.	988.08	11362.92	
The City of Victoria.....		21542.50	
			\$49318.62

B. WILLIAMS,
Secretary.

CHAS. HAYWARD,
Chairman.

J. L. RAYMUR,
City Auditor.

B

DETAIL OF EXPENDITURE FOR JANITORS.

Janitor Central School :—

5 Months at	\$80.00	\$400.00	
3 " "	75.00	225.00	
4 " "	60.00	240.00	\$ 865.00

Janitor James Bay Ward :—

6 Months at	15.00		90.00
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Janitor Rock Bay :—

6 Months at	12.50		75.00
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Janitor Spring Ridge :—

6 Months at	17.50	105.00	
5 " "	18.50	92.50	197.50

Janitor Hill Side Ward :—

6 Months at	15.00		90.00
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Janitor Victoria West :—

6 Months at	17.50	105.00	
5 " "	22.50	112.50	217.50

Janitor North Ward School :—

4 Months at	45.00	180.00	
2 " "	50.00	100.00	280.00

Janitor South Park :—

4 Months at	45.00	180.00	
2 " "	50.00	100.00	280.00

\$2095.00

C
DETAIL OF EXPENDITURE FOR FURNITURE.

High School.....	\$ 40.80
North Ward School.....	1761.08
South Park.....	1639.60
Victoria West.....	51.35
Spring Ridge.....	16.10
Central Schools.....	106.00
Pemberton Gymnasium.....	200.95
Secretary's Office.....	12.50
	<hr/>
	\$3828.38

D
**DETAIL OF EXPENDITURE FOR ALTERATIONS
 AND REPAIRS.**

Central Schools.....	\$215.53
Spring Ridge Ward School...	30.10
James Bay " " ...	6.75
Hillside " " ...	15.25
Rock Bay " " ...	22.15
Victoria West " " ...	66.42
North Ward School.....	954.31
South Park "	38.75
Furniture in Graded Schools..	92.27
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	\$1441.53

E
 DETAIL OF EXPENSES UNDER "SUNDRIES,
 N.O.S."

Hire of Furniture.....	32.50
Insurance, Fire.....	565.00
Scavenger.....	220.50
Election Expenses.....	162.90
Telephones.....	283.55
Legal Expenses.....	5.00
Hack Hire and Expressage.....	23.00
Aberdeen Reception.....	75.00
Water Rate Victoria West School.....	12.00
Sundry small repairs to school furniture	17.05
Repairs to Harmoniums, Central and High Schools.....	36.00
Caretaker at South Park School.....	44.75
Janitor to Board.....	30.00
Rent Baptist Mission Hall.....	50.00
Miscellaneous.....	13.25
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	\$1570.50

F

STATEMENT SHEWING COST OF HIGH AND
GRADED SCHOOLS.

HIGH SCHOOL. GRADED SCHOOL.

Janitors' Salaries.....	\$ 173.00	\$ 1922.00
Teachers' Salaries.....	4960.00	28831.00
Fuel	83.41	1022.84
Printing and Advertising..	103.89	87.44
Furniture.....	40.80	3574.14
Supplies	50.65	181.30
Repairs.....	43.10	1398.43
Sundries.....	158.50	912.25
Interest on Sinking fund..	32.00	43.50
	<hr/>	<hr/>
	\$5645.35	\$42279.39

G

STATEMENT OF EXPENSES IN CONNECTION
WITH THE PEMBERTON GYMNASIUM
AND THE INSTRUCTOR.

Salary of Instructor for 3 months at \$40..	\$120.00
Furniture Gymnasium Apparatus, etc..	200.75
Insurance for three years.....	45.00
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	\$365.75

H

STATEMENT OF EXPENSES OF BOARD OF
SCHOOL TRUSTEES.

Secretary's Salary.....	\$420.00
Postage, District Telegraph Mes- sengers and Supplies.....	77.43
Printing and Advertising.....	62.95
Furniture Secretary's Office.....	12 50
Election Expenses.....	162.90
Hack Hire and Expressage.....	22.00
Aberdeen Reception.....	75.00
Janitor at City Hall.....	30.00
Legal Expenses.....	5.00
	<hr/>
	\$1037.63

I
 DETAIL OF EXTRAORDINARY EXPENDITURE
 OF PROCEEDS OF EDUCATIONAL LOAN
 BY-LAW 1893.

SOUTH PARK SCHOOL :

Site	\$ 7000.00	
Building	29355.05	
Drains	1942.08	
		\$38297.13

NORTH WARD SCHOOL :—

Site	\$ 7100.00	
Building	29013.17	
Grading, Fencing, etc.....	5193.92	
		\$41307.09

CENTRAL AND HIGH SCHOOLS :—

New Toilet Buildings.....		\$3849.75
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SUNDRY :

Discounts on Bonds.....	\$1275.00	
Lithographing and Printing..	185.00	
Advertising	181.70	
Exchange on Drafts.....	8.37	\$1640.07
		<hr/>
		\$5104.04

CREDIT :—

Amount of Loan.....	\$85000.00
Interest, 1893	752.17
“ 1894	583.80
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	\$86335.97

Balance to Credit of Loan Account, \$1231.93.

B. WILLIAMS,
 Secretary.

CHAS. HAYWARD,
 Chairman.

J. L. RAYMUR,
 City Auditor.

COST OF HIGH SCHOOL, \$5645.35

Cost per annum per pupil based on average attendance.....	118.13	\$47.79
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Cost per annum per pupil based on enrollment.....	136.	\$41.51
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COST OF GRADED SCHOOLS, \$42279.39.

Cost per annum per pupil based on average attendance.....	1609.68	\$26.26½
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Cost per annum per pupil based on enrollment.....	1868.	\$22.63½
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To which must be added

Cost of furniture and apparatus for the PEMBERTON GYMNASIUM and the Instructor's Salary.....	\$365.75	
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Cost per annum per pupil based on average attendance.....	1727.81	\$0.21¼
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Cost per annum per pupil based on enrollment.....	2004.00	\$0.18¼
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COST OF BOARD EXPENSES, \$1027.63

Cost per annum per pupil based on average attendance.....	1727.81	\$0.59¼
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Cost per annum per pupil based on enrollment.....	2004	\$0.51¼
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Total cost per pupil per annum of attendance at HIGH SCHOOL based on the average attendance.....	118.13	\$48.59¼
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Total cost per pupil per annum of attendance at HIGH SCHOOL based on enrollment.....	136	\$42.20½
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Total cost per pupil per annum of attendance at GRADED SCHOOLS based on average attendance....	1609.68	\$27.07¼
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Total cost per pupil per annum of attendance at GRADED SCHOOLS based on enrollment.....	1868.	\$23.32.5-6
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DUTIES OF JANITORS.

1. They shall sweep out the school rooms, halls, stairways, etc., after school hours every day ; dust off the seats, desks, window sills, black board ledges and other places where dust may accumulate before school opens each day.

2. They shall wash out each school room, hall, etc., as often as required by the Principal, not exceeding ten (10) times each year.

3. They shall sweep out the closets daily when the schools are in session and wash them out as often as required and as directed by the Principal ; where dry earth closets are used they shall supply the pans with fresh dry earth and report to the Principal any neglect on the part of the scavenger. They shall also see that the water system in closets works effectually and report any failure promptly to the Principal.

4. They shall wash out ink-wells and refill the same as often as directed by the Principal.

5. They shall make fires during cold weather at such hours in the morning as to have the rooms heated to 65 degrees Fahrenheit half an hour before school opens.

6. They shall give timely notice to the Secretary when fuel is required and shall receipt for the same when delivered ; they shall keep in such places as may be designated a supply of fuel for the respective rooms for the day. Those in charge of schools heated by stoves shall remain in charge of the school building until the arrival of the Principal and resume charge when school is dismissed. They shall also clean all stoves and take down and clean all stove pipes as often as required.

7. Caretakers in charge of furnaces shall keep up fires whenever required by the Principal, attend to the regulators and radiators and do such other work as may be necessary, and not leave their respective schools during school hours, without the consent of the Principal.

8. They shall see that the windows, doors and gates are securely fastened when the schools are not in session, and promptly make such repairs as they are able to make, and report to the Principal all other repairs needed.

9. They shall have care of the school grounds and be responsible for their general appearance and condition. This care to include cutting weeds, grass, general care of trees and such other work in connection with the grounds as may be required.

10. They shall promptly report to the Principal any writing they may see (obscene or otherwise) on or about the school premises.

11. They shall do all the ordinary repairs in and about the schools, such as replacing broken panes of glass, fastening loose seats or desks, keeping window blinds and wall maps in order, etc. The materials for these repairs will be furnished on application by the Secretary.

12. They shall keep the snow clear from all approaches to the schools and other buildings, and remove snow when required from flat roofs, and shall do other such work as may be required of them by the Trustee Board.

By order of the Board.

B. WILLIAMS,
Secretary.

VICTORIA CITY GRADED SCHOOLS.**LIMIT TABLE.****VIII DIVISION.**

- READING—First Primer and Tablet Lessons; also Language Lessons.
- WRITING—Script letters; also short words from copies.
- SPELLING—From Reader.
- ARITHMETIC—Arabic Notation and Numeration to 100; easy examples in addition and subtraction.
- ARITHMETIC—Mental.
- DRAWING—On Slates; straight lines, angles, and letters formed from these.
- OBJECT LESSONS—Twice a week, at least.
- CALISTHENICS.

VII DIVISION.

- READING—Second Primer and definition of words and substance of lesson.
- WRITING—With pen.
- SPELLING—From Reader.
- GEOGRAPHY—Oral—Points of Compass, names of Oceans and Continents, definitions of land and water.
- ARITHMETIC—Arabic Notation and Numeration to 10,000; addition, subtraction and multiplication to six times; time table.
- ARITHMETIC—Mental.
- DRAWING—On Slates; three and four sided figures.
- OBJECT LESSONS—Twice a week, at least.
- CALISTHENICS.

VI DIVISION.

READING—Second Reader and definitions of words and substance of lesson.

WRITING—With pen.

SPELLING—From Reader, also dictation.

GRAMMAR—Oral—Definitions of parts of Speech with examples.

GEOGRAPHY—Review previous work with examples, chief coast waters, islands and mountain ranges of the world.

ARITHMETIC—Arabic Notation and numeration, examples in addition, subtraction, multiplication, and short division.

ARITHMETIC—Mental.

DRAWING—Book I.

OBJECT LESSONS.

CALISTHENICS.

V DIVISION.

READING—First half of Third Reader, definitions of words and substance of lesson.

WRITING—With pen.

SPELLING AND DICTATION—From Reader and Gage's Speller, to page 28.

ARITHMETIC—Arabic notation and numeration, addition, subtraction, multiplication, division, tables of weights and measures. Reduction of American money, sterling, time and avoirdupois.

ARITHMETIC—Mental.

GRAMMAR—Meiklejohn's (shorter) 1st and 2nd sections, and analysis of easy, simple sentences.

GEOGRAPHY—North and South America from Maps. Review previous work.

COMPOSITION—Abstracts and formation of four kinds of simple sentences.

DRAWING—Book II.

CALISTHENICS.

IV DIVISION.

READING—Third Reader with ease and fluency, definition and substance of lessons.

WRITING—Drill in elements and principles.

SPELLING AND DICTATION—Third Reader and Gage's Speller to page 60.

ARITHMETIC—Review; Roman Numerals; reduction, addition, subtraction, multiplication and division of compound numbers.

ARITHMETIC—Mental.

GEOGRAPHY—Europe and Asia from maps. Review of previous work.

COMPOSITION—Abstracts and writing of social letters.

GRAMMAR—Meiklejohn's (shorter) Section III, with review of sections I and II, analysis of simple sentences and parsing.

DRAWING—Book III.

CALISTHENICS.

III DIVISION.

READING—First half of Fourth Reader with ease and expression, definitions and substance of lesson.

WRITING—Thorough drill in elements and principles.

SPELLING AND DICTATION—From 1st half of reader and Gage's speller, first 90 pages.

ARITHMETIC—Review previous work, factors and multiples, also a good knowledge of Vulgar Fractions.

ARITHMETIC—Mental.

GEOGRAPHY—Review of previous work, Africa and Australia from maps.

GRAMMAR—Meiklejohn's (shorter) to page 106; analysis of ordinary compound and complex sentences.

HISTORY (English)—To Norman Period (Col. senior).

COMPOSITION—Abstracts, and writing of social and business letters.

DRAWING—Book IV.

ELOCUTION AND RECITATION.

CALISTHENICS.

II DIVISION.

READING—Fourth Reader, with fluency ; definitions and substance of lesson.

WRITING—Thorough drill in elements and principles.

SPELLING AND DICTATION—From Fourth Reader and Gage's Speller.

ARITHMETIC—Review previous work. Denominate Fractions, and decimals (a thorough drill).

ARITHMETIC—Mental.

GEOGRAPHY—1st chapter of Gage's and Campbell's ; also a general knowledge of the great divisions, and Dominion of Canada particularly.

GRAMMAR—Meiklejohn's (Larger Grammar), orthography, etymology, except derivation and syntax ; analysis and parsing ; compound and complex sentences ; and correction of false syntax.

HISTORY—CANADIAN—(Adam and Robertson). First four chapters.

HISTORY—ENGLISH—To Stuart Period. Review former work.

COMPOSITION—Familiar subjects and letter writing, abbreviations, abstracts and punctuation.

DRAWING—Book V.

ANATOMY, PHYSIOLOGY AND HYGIENE—Good knowledge of the bones, muscles, teeth, digestion, and circulation.

ELOCUTION AND RECITATION.

CALISTHENICS.

I DIVISION.

READING—Fifth Reader.

WRITING—Business hand.

DICTATION AND SPELLING—Fifth Reader and Gage's Speller.

ARITHMETIC—Prescribed course.

ARITHMETIC—Mental.

GEOGRAPHY—Prescribed course.

GRAMMAR—To know the principal grammatical forms and definitions, and to be able to analyze and parse any ordinary sentence and to correct false syntax.

HISTORY—(Canadian). Adam and Robertson.

HISTORY—(English). Collier's Senior Class Book.

COMPOSITION—Composition including punctuation and the use of capital letters.

ANATOMY, PHYSIOLOGY AND HYGIENE—To have a fair knowledge of the subject.

ELOCUTION AND RECITATION.

CALISTHENICS.

