STUDENT HAND BOOK

Garfield High School

1930

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"A Clear head,
A true Heart,
A strong Arm."

1930

ASSEMBLY SCHEDULE (Long H. R.)

Period	Tardy	Warning	Warning	Passing
H.R.	8:25	8:15 & 8:20		8:35
I	8:40	9:11	9:15	9:20
II	9:25	9:56	10:00	10:05
III	10:10	10:41	10:45	10:50
IV	10:55	11:26	11:30	11:35
Noon			12:01	12:06
V	12:11	12:42	12:46	12:51
VI	12:56	1:27	1:31	1:36
VII	1:41	2:12	2:16	2:21
VIII	2:26	2:57	3:01	3:06

REGULAR SCHEDULE (Short H. R.)

Period	Tardy	Warning	1:51	Passing
H.R.	8:25	8:15 & 8:20	1:06	8:27
Assem.	8:32		2:36	8:55
I	9:00	9:31	12:23	9:40
II	9:45	10:16	11:05	10:25
III	10:30	11:01	11:50	3:26
IV	11:15	11:46	Warning	1:56
Noon				1:11
V	12:31	1:02	9:35	12:27
VI	1:16	1:47		11:55
VII	2:01	2:32	10:20	11:10
VIII	2:46	3:17	3:21	2:41

FOREWORD

This book is issued to meet some of the needs of students who enter Garfield High School for the first time.

It contains answers to many of the questions new students may ask. It gives suggestions on how to gain membership in the various clubs in the school. It offers guidance towards participation in the fine spirit of the school. It welcomes new students to membership in our Student Body Association. It invites each student to join with other students here in promoting fine Achievements in school activities for this school year.

Roscoe C. Ingalls.

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Rosco C. Ingalls,

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THIS BOOK IS THE PROPERTY OF

Oling, Jane

I attended James A. Garfield High School from W 1930 to S 1933

I am taking the Coll prep Course

To graduate I must have

6 credits in English .....
6 credits in ..... } my majors

4 credits in .....
4 credits in ..... } my minors

I must also include in my course

2 credits in American History

1 credit in Civics

2 credits in a Laboratory Science, and

1 credit in Practical Arts.

I must also include in my course

Art Appreciation, Music Appreciation, Physical Education, Hygiene.

MY CREDITS

Sub.	Grade	Cr.	Sub.	Grade	Cr.
B9			**B11**		
1.			1.		
2.			2.		
3.			3.		
4.			4.		
5.			5.		
6.			6.		
A9			**A11**		
1.			1.		
2.			2.		
3.			3.		
4.			4.		
5.			5.		
6.			6.		
B10			**B12**		
1.			1.		
2.			2.		
3.			3.		
4.			4.		
5.			5.		
6.			6.		
A10			**A12**		
1.			1.		
2.			2.		
3.			3.		
4.			4.		
5.			5.		
6.			6.		

MY CLUBS

B7

1. .....
2. .....

A7

1. .....
2. .....

B8

1. .....
2. .....

A8

1. .....
2. .....

B9

1. .....
2. .....

A9

1. .....
2. .....

B10

1. .....
2. .....

A10

1. .....
2. .....

B11

1. .....
2. .....

A11

1. .....
2. .....

B12

1. .....
2. .....

A12

1. .....
2. .....

MY ACTIVITIES

Musical .....

Student Body .....

Physical Education .....

Other .....

I was an officer in the following organizations:

.....

.....

.....

.....

My Merit Score

B7 .....A7 .....B8 .....A8 .....

B9 .....A9 .....B10 .....A10 .....

B11 .....A11 .....B12 .....A12 .....

HISTORY

The Garfield High School is located at 5101 East Sixth Street in Gardens Square. It has one of the largest plants in the Los Angeles School system. It covers an area of seventeen acres and was designed to accomodate eighteen hundred pupils. Construction of the first buildings began in March, 1925. In September 1925 the doors were thrown open and the school, under the guidance of Principal R. C. Ingalls, began active work with an enrollment of 900 and a teaching force of 43. There were four buildings. Bungalows appeared on the campus in 1927 to take care of the increased enrollment. An appropriation in the summer of 1928 provided for a new shop building that doubled its capacity and made it possible for it to accomodate about 1000 students daily. The year 1928 brought also new Tennis Courts, a new lunch room, and a new football field.

In the summer of 1929 a beautiful new building was completed to house the English and Social Science departments. September 1929 showed an enrollment of 1,750 and a faculty of 85.

Garfield Ideals are contained in the Garfield Creed and Motto

OUR CREED

I believe in Garfield High School because it gives me a chance to work, an opportunity to sacrifice self for the good of all; and a challenge to serve my fellow students.

I believe it will develop in me the habit of punctuality and regularity; respect for the personal and property rights of others; a feeling of individual responsibility for the common good and a willingness always to give a square deal.

I believe it will help me to build for myself

A Clear Head

A True Heart

A Strong Arm.

OUR MOTTO

There is no American youth, however poor, however humble, orphan though he may be, who may not rise through all the grades of society and become the crown, the glory, the pillar of his State—provided he have

A Clear Head

A True Heart

A Strong Arm

—James A. Garfield.

COURTESY WAY AT GARFIELD

Garfield boys and girls will have many opportunities to do the right thing in the right way at the right time. The right way is the Courtesy Way. Let's follow it! REMEMBER—

To smile and to be agreeable.

To say "thank you" and "please" for all courtesies at all times.

To say "Yes, Mr. Jones," or "No, Mr. Jones," in answering an older person.

To remember to be reserved in speaking with elders and not too familiar.

To walk behind a person when possible; to say "Pardon me" if forced to go in front of the person.

To rise when spoken to by an older person.

To remember to stop speaking when others speak.

To cultivate a quiet, pleasing voice.

To dress appropriately, neatly, and to be clean.

To eat noiselessly and properly.

To tip one's hat to a girl or woman.

To speak English correctly.

To respect the rights of others at all times.

To avoid running, whistling and loud talking in the halls.

To greet strangers pleasantly when they enter the building. Ask where they want to go or whom they wish to see. Direct them.

To help in every way to build a Garfield spirit of Courtesy, Loyalty, and Service of which all will be proud.

GOOD CITIZENSHIP AT GARFIELD HIGH SCHOOL

I will do things in the COURTESY WAY.

I understand that attendance and tardiness is governed by the Merit System (I have an explanation of the Merit System.)

I understand that I may become eligible for the Garfield Service Club.

I understand that the Honor Society at Garfield is based on Scholarship and Achievement. Membership in this Honor Society is one of my opportunities.

I pledge my support to the principles of Good Sportsmanship as practiced in all our athletics.

ROOM NUMBERS

Building A—First Floor 100 to 110A, Second Floor 200 to 208, Third Floor 300 to 311.

Building B—First Floor, Auditorium, 120, 121, 122. Second Floor, 220 to 234. Third Floor, 320 to 327.

Building C—First Floor. Cafeteria, Kitchens, and Book Store. Ice Cream, Candy, and Malted Milk stores.
Second Floor—240 to 247.
Third Floor—340 to 347.

Bungalows—North Side, 1-3-5-11.
South Side, 4-8.

Shops--Electricity S121. Auto Elect. S131A. Auto Shop S130. General Shop S123. Mec. Draw. S125. Wood Shop, S120. Print Shop S121.

Gymnasiums are unnumbered.

Biulding G. First Floor 150-156. Second Floor 250-257.

OFFICES

The offices are located on the second floor of Building B.

The office of the Principal, Mr. Ingalls, is located at the east end of Building B.

Room 229, the Student Body Office is the meeting place of the Board of Commissioners. Room 229 is also the Lost and Found Departement.

Room 227 is the office of the Counselor, Mrs. Brown.

The Secretary's office in charge of Mrs. Thompson, is next to the Principal's office. Students may get bus tickets here. All supplies are issued from this office.

The Attendance Office, in charge of the Registrar, Miss Hopkins, handles all matters of attendance and transfers.

The offices of the Vice Principals are in the west end of Building B. The Boys' Vice-Principal, Mr. Adamson, and the Girls' Vice-Principal, Miss Alice Reiterman, are in their offices for consultation during the school day.

INFORMATION FOR NEW STUDENTS

1. Lockers may be obtained at the Business office. Two persons are assigned to a locker. Students are held responsible for lost or damaged locks, and are expected to maintain lockers in a neat fashion.

2. The Lost and Found is located in Building B, second floor, Room 229. Articles may be claimed before school, at noon and after school.

The Lost and Found Committee, consisting of twelve members, is one of the most important divisions of Garfield Service. It strives to restore to rightful owners articles which have been lost. It is the duty of any student who finds an article not belonging to him to deposit the same with this department in Room 229. If the rightful owner cannot be found within thirty days, said article will be returned to the finder.

3. A public telephone is provided in the Vice-Principals' office, Building B.

4. (a) The fire-drill signal is two bells, rung continuously. Follow the fire-drill instructions posted in each class room. When leaving the building, remember "No talking, no running, fill up the gaps."

(b) Assembly call is three long

bells.

(c) Call for Janitor is three short bells.

6. Attendance Rules

a. Each student must bring an excuse from home following an absence.

b. Secure an absence card the morning after returning to school from the Attendance Office.

c. The card must be signed by the recitation teacher for each period.

d. When completely signed, the card is returned to the box on the desk in the Attendance Office.

7. Home Room

Each student belongs to a home room group. This is his school home. Students report to home room each morning for attendance and the daily bulletin. The home room teacher advises the student in the selection of his program.

Students of 10, 11, 12 grades are expected to spend 45 minutes each day for each solid subject outside of class.

The Library

The Library is room 121, in Building B on the main floor. Blanks for borrowing books must be signed by the parent and the home room teacher. Library cards are issued to all

students submitting these blanks. The library is open before school, at noon and after school until 4 p.m. for borrowing and returning books.

Students may go to the library during their study period provided they arrive before the tardy bell.

LIBRARY RULES

Hours: The library is open from 8:00 A.M., to 3:45 P.M. The librarian will try to have the room in order for you Please leave it in order for the next class, and at the warning bell put away all books and magazines you have been using and return to your seat.

If you wish to go to the library for a study period you may report there at the beginning of the period. A Library study slip will be handed to you at the door. Fill this in completely, being especially sure to give your Study Hall number. Be sure that the attendant gets your slip as your being marked present in your Study Hall depends on this Students are not admitted after the tardy bell rings except by special permission. Do not bring an unsigned absence card to the library.

If you wish to take books from the library ask at the desk for an application blank. Books may be taken out when this is returned, properly signed.

Books which have a blue card may be kept over night, only, and must be returned by 8:30 the following morning. Such books are for reference work and may not be taken out during the day. All other books may be kept one week.

A fine of two cents a day will be charged for overdue magazines and books including overnight books. Look at the date slip in the front of the book to see when your book is due. Fines may also be charged for mutilating and marking in books. Students may take out as many overnight books as are necessary.

If you find a library book please return it to the library. This will clear someone's record and the book is school property.

Don't handle books with soiled hands and sticky fingers. Don't turn down the corners of pages to mark your place. This makes the books "dog-eared"! Use card or a piece of string to mark your place. Report torn pages to the librarian so that she may mend them. Don't mark in the books with pencil or pen and be careful not to spatter ink on them.

FREE TEXT BOOKS

Text books are furnished free to all students. They are issued by the recitation teacher or the Text-Book Clerk from the Textbook Room, in

Building B, on the main floor. Students are responsible for lost or damaged texts. All texts should have a protective cover.

PUBLICATIONS

The publications of the Garfield High School consist of "The Garfield Log" and the "Crimson and Blue." "The Garfield Log" is a weekly paper edited by the journalism class and printed by the printing department. "The Crimson and Blue" is published annually by the student body.

REQUIREMENTS FOR AUTOMATIC RECOMMENDATION FOR COLLEGE

Graduation from High School.

2. A minimum of 15 recommended units will be required for automatic recommendation to college, distributed as follows:

	RECOMMENDED UNITS REQUIRED IN						
Preparations for:	Eng.	U. S. Hist.	Lang.	Chem. Phys.	Math.	Draw.	Addt'l Units
Liberal Arts Colleges	3	1	2	1	2		Absolute Requ's. 9 of 15 of Rec. unit 3 additional required units req'd
	1		Adv.1 New2	1	1-2		3 units
Schools of Technology	3	1	2	2	4	1	Absolute minim'm of Rec. units. Highly desirable Rec. units 2 units

3. Subjects are to be considered as separate credits for recommendation unless bracketed together. In that case the final semester grade may recommend the other or others within the same bracket.

	B9	A9	B10	A10	B11	A11	B12	A12
Algebra	(B9	A9)			(B11)	(A11)		
American History					(B11)	(A11)		
Chemistry					(B11)	(A11)		
Eng. Comp. and Gr.	(B9	A9)	(B10)	(A10)	(B11)	atical Review		
English			(B10)	(A10)	(B11)	(A11)	(B12)	(A12)
Foreign Language	(B9	A9)	(B10)	(A10)		(A11)	(B12)	(A12)
Geometry			Advanced Gramm				(B12)	
Physics					(B11)	(A11)		
Art	(B9	A9)	(B10)	(A10)	(B11)	(A11)	(B12)	(A12)
Biology			(B10)	(A10)				
Bookkeeping			(B10)	(A10)	(B11)	(A11)	Machine Cal.	
Drawing	(B9	A9)	(B10)	(A10)	(B11)	(A11)	(B12)	(A12)
General Science	(B9	A9)						
Music	(B9	A9)	(Har.	Har.)	(Har.	Har.)	(MuHi	(MuHi)
Physiology					(B11)	(A11)		
Shop & Home Econ.	(B9	A9)	(B10)	(A10)	(B11)	(A11)	(B12)	(A12)
Shorthand					(B11)	(A11)	(B12)	(A12)
World History			(B10)	(A10)				

4. The Senior English examination first given on entrance to B12 grade must be satisfactorily passed with grade of A or B before student may be recommended to college.

5. Students may not repeat subject for recommendation without written permit from Principal's office. Upper grade subjects are required of upper grade students.

6. Undergraduates repeating a subject to raise grade, or post graduates, repeating or taking new work, must pass an examination of college entrance grade at the end of the semester in adition to doing recommending work throughout the semester.

7. Students wishing college recommendation must take the A term of a subject in the recommending school if the B term mark is C or D.

8. Teachers, Heads of Departments, or Principal's office will in no case change or alter any grade once given. Students are referred to the examinations conducted by the College Entrance Examination Board at the University of California at Los Angeles in June. The results of these examinations are generally accepted.

9. In the Mental Ability test, candidates for recommendation to college must make a high average or superior score. The Mental Ability test is a test of vocabulary, silent reading, concentration, memory and the type of reasoning required in colleges.

10. To be eligible fo rcollege recommendation students must maintain a high standard in good conduct and attendance throughout the high school course.

REQUIREMENTS FOR GRADUATION FROM LOS ANGELES HIGH SCHOOLS

1. Thirty-two credits in solids above the eighth grade or for graduates of Junior High Schools 24 above the ninth grade.

2. Two majors one of which must be in English including oral English. The second major may be chosen from any one of the following departments:

(a) Mathematics (2 credits in mechanical drawing may be included).
(b) History or Social Studies.
(c) Science.
(d) Foreign Language (6 or more credits in one or 4 credits in each of two languages).
(e) Art.
(f) Commerce.
(g) Home Economics.
(h) Mechanic Arts.
(i) Music.

Note: A major consists of three years of a solid subject or a previously announced group of related solids, one year of which must be taken in the eleventh or twelfth year of the course.

Departmental announcements concerning majors have been made and are printed in the final column of this sheet ,as a matte rof guidance.

3. Two Minors each of 4 credits, selected from any subject or department.

4. Two credits in merican History taken in the eleventh and twelfth years and one credit in civics taken in the twelfth year except as provided in the General Course.

5. Two credits in a laboratory science.

6. Physical Education (including hygiene) or military drill each semester.

7. Not less than forty periods of Art involving the element of Appreciation.

9. Not less than one-half year of practical arts.

10. After September, 1930, the following shall be substituted for notes 7 and 8. Not less than forty periods each of Music and Art involving the elements of appreciation shall be required of students who have had no courses in Music and Art.

11. Students whose conduct does not entitle them to a satisfactory citizenship rating for the final semester may not be awarded a diploma of graduation.

NOTES

1. Credit for graduation will not be given for more than one year of 9th grade Mathematics.

2. It is recommended that students taking Foreign Language shall pursue the subject not less than two years.

3. No credit is given for less than one year's work in any subject except courses scheduled for only one-half year.

4. The two upper grade required English courses may be offered in any two semesters of the third and fourth years. Advanced composition examination must be passed before student may become a candidate for graduation.

5. The Practical Arts are considered as including all courses in shop work, Artcraft, Printing, Agriculture, Laboratory Courses in Home Economics and other courses involving manual activity and dexterity as a fundamental requirement.

6. A solid of High School work is a subject pursued during one semester, requiring 10 periods (40 minutes or more each) of combined recitation and preparation per week. When satisfactoryly completed, a solid gives one credit. Combinations of fractional credits shall be counted as solids only when limited to combinations relating to the same subject and when previously announced as constituting such solids.

7. Fractions of a credit are allowed for subjects requiring less than 10

periods a week; thus, 2 recitations a week with 2 periods preparation equal to two-fifths credit. Credits earned in extras which cannot be counted toward graduation shall nevertheless be recorded on the student's record.

8. Students showing a marked deficiency in penmanship may be required to take penmanship without credit in the ninth year not to exceed one semester.

9. Commercial Law may not be counted toward a Social Studies Major.

10. Store Practice must be taken at thesametimeas salesmanship.

11. A. Commercial students who elect the Bookkeeping Option need take only two years of Bookkeeping. In the twelfth year option they should elect Business Organization, Salesmanship ,or other commercial subjects.

11. B. College preparatory students may substitute an elective.

12. Thirty-two credits in solids are required for graduation, plus credit for Physical Education or Military Drill, for each semester that the student has spent in a California High School. Of the 32 credits in solids required for graduation from High School, students entering from Junior High Schools must earn at least 24 in the Senior High School.

13. R. O. T C. Military Science is an upper grade subject given in the third and fourth years. Maximum

credit—1 unit four years. The course is four semesters in length.

14. Of the thirty-two (32) credits in "solids" required for graduation, at least twelve must represent "Advanced subjects. Advanced subjects are as follows:

Subjects regularly assigned to 11th and 12th grades including beginning foreign language following two previous years in foreign language.

15. *Subjects for recommended students who go to college.

16. †This must be a Home Making course unless such course be taken in ninth year. In the four-year high school where Hme Making has been taken in the ninth year this may be some form of advanced Home Economics work. (See statement on majors.)

17. Library Science and Library Craft may be elected during the 11th and 12th years.

EXPLANATION OF GRADES

The following system of marking is used in Garfield High School:

A Means excellent—90-100 percent. The achievement and attiude of the student have gained the highest approval of the teacher and exceeds expectations.

B means good—85-89 percent inclusive. The achievement and attitude of the student are satisfactory on the whole but fall short in some

minor respects.

C means fair—80-84 percent inclusive. The achievement and attitude of the student show some very definite and persistent weakness.

D means passing—70-79 percent inclusive. The achievement and attitude of the student are quite unsatisfactory, but not so serious as to warrant repetition of the subject.

E means failure—below 70 percent. The student is so seriously out of step with his class and the results achieved are so meager that he should repeat the subject, or, in case of apparent inability, drop it.

Inc. This grade is never given, if the work has been of passing grade, but only if a student has been absent for a considerable time.

Grades A and B recommend to college, but students should not forget that high grades are a recommendation to business positions as well.

THE GARFIELD CAFETERIA

The kitchen and the cafeteria occupy almost the entire main floor of building C and provide ample facilities for serving those students who do not bring their lunches and do not go home for lunch. Students who wish to go home for lunch may do so only upon request of their parents and the procuring of a permit from the Vice-Principal.

The cafeteria has a seating capa-

city of 375. Students form two service lines, each leading to a separate steam table from which they are served. There is a third steam table and service line for the members of the faculty.

Besides these there are several outside service lines at which a great variety of cold food is served, besides two hot dishes. These are patronized by the students who prefer a more informal type of lunch.

The food is prepared in our own kitchen by skilled cooks and under the best of sanitary conditions. Only the purest and best materials are used. Visitors are welcome at any time to come and see the preparation and the serving of the food, so that parents may rest assured that everything is done to provide a wholesome and palatable lunch.

Prices range from 5 cents for vegetables, soups and desserts, to 5 and 8 cents for pies and cakes and 10 or 12 cents for meat dishes. The menu is varied from day to day.

Most of the work in the cafeteria is done by students in return for food. They are allowed to choose a lunch to the value of 25 cents. This cafeteria work is greatly in demand and the students who are fortunate enough to get it, like to keep it as long as they possibly can.

Every semester a pure food week is to be carried out, during which the food values of certain types of food will be brought to the attention of the students through cooperation of the art, the science and the culinary departments.

THE BOARD OF COMISSIONERS

The students who form the Board of Commissioners are the heads of the organizations, such as: the four Service Commissioners, Girls' Athletic Commissioner, Boys' Athletic Commissioner, President of the Girls' League, Editor of the Log, Bookstore Manager, Lettermen Representative President of the Student Council Secretary of Board of Commissioners, the two Service Secretaries, and the President of the California Scholarship Federation.

In their conferences, the problems that are discussed are those that each member meets every day and is unable to solve by himself. In this way each one then profits by the other's experiences and gains bigger ideas for his own department.

STUDENT COUNCIL

The Student Council is an organization composed of the Home Room Presidents. It was organized about the middle of the first semester.

The main purposes of this organization are: (1) to aid the principals in having matters of importance stressed more emphatically to the students; (2) to enable the Home Room Presidents to have an open forum in which they may bring their problems for discussion; and (3) to help promote co-operation among the students of the school.

The Student Council elects a presiding officer who represents it on the Board of Commissioners. Through him all problems of major importance should be presented. In this way each student has an opportunity to take part in the government of the school.

THE STUDENT BODY BUSINESS ORGANIZATION

The Student Body Business Organization is composed of students who wish to do actual business work to get experience. The Bank, Candy Store, Book Store, Locker Commission, and the Cafeteria offer opportunities equal to that of a large corporation.

The Commissioner of Finance is responsible for all student finances and is head of the Student Body Organization. His work is supervised by the Student Body Treasurer. The Bookstore Manager is at the head of the bookstore. He appoints clerks, orders supplies, and issues all lockers. The Credit Manager takes care of the students' credit. The Candy Manager does the ordering for the Candy store. The Cafeteria workers are the waitresses, checkers, and cashiers.

The Student Body Treasurer takes care of all money received, and pays all bills. The Tellers accept deposits and make receipts for various business transactions. The Bookkeepers record the receipts and do all the necessary bookkeeping. The Auditors check all the books for errors.

In this way the Student Body finances are taken care of. The Students gain valuable experience and enjoy their work, and besides are especially fitted for the business world.

THE GIRLS' LEAGUE

The Girls' League of Garfield High School has been one of the most active and successful organizations in the school. The purpose of this association is to develop a high aim in loyalty, promoting the importance of high moral standard and many other things that tend to the proper development of girls.

The membership of the League includes every girl attending the school. Although every girl attending the school is a member, not every one attends the League meetings. There are so many girls at Garfield that it would be difficult to carry on a business meeting if all were present. Therefore each Home Room has elected one girl and an alternate to represent them in a council which meets regularly. The council reports to the Home Rooms all that takes place at the meetings. In this way all of the girls of the school are kept informed concerning the plans of the League.

The main work at hand is to serve. When a new girl enters the school, it is the duty of each girl to see that she is welcomed and taken care of.

It is a member of the Federation of Girls' Leagues in Southern California. This organization meets twice a year.

Miss Callahan is sponsor.

THE BOYS' LEAGUE

The Boys' League is an organization composed of all boys of Garfield High School. The purpose of this organization is to further the spirit of good fellowship and democracy among the students in the school and in all interscholastic relations; to establish in the school high ideals of service and good citizenship; and to encourage such activities as will promote the welfare of Garfield High School.

GARFIELD SERVICE

"True service consists in doing one's daily work fairly and honestly, and in saving time, strength, and energy enough to help the other fellow, providing always that the service is cheerfully and happily rendered and that the one who serves is himself worthy.

—Robert H. Lane,
Asst. Supt. L. A. City Schools.

Garfield Service was organized before the opening of school in the fall of 1925,—Garfield High School's first year,—to give those boys and girls of our school who are worthy an opportunity to "help the other fellow," to cooperate in the administration of the school, and to be builders of school morale

A. General Information

1 Membership in Garfield Service is made up every semester. No student is a member for the new semester until he has filed an application for membership on the regular application blank, and it has been completely approved.

2 The home room teachers are asked to encourage all members of each home room whose citizenship and scholarship have been found satisfactory to make application for membership. We believe that the very valuable experience and personal satisfaction to be derived from Garfield Service is the right of every stu-

1. New members of Service use pink application blanks. Others use white ones.

2. Secure blanks from home room teachers.

3. Fill in upper part of blank, using report card of previous semester. Do not forget merit record.

4. Get signature of home room teacher, who vouches for correctness of grades and merit record, and recommends citizenship.

5. Leave application with home room teacher, who wil lsend it on for other signatures needsd. You will be notified later by your home room teacher if your aplpication has received all aprovals necessary to make you a member of Service.

D. Getting an Assignment.

Find a place where you would like to serve and **offer your help.** Ask the Garfield Service epresentative of your home room for any help you may need in getting an assignment.

THE GARFIELD HONOR SOCIETY

The official name of our Honor Society is: The Achievement Club—an Honor Society. Its purpose is to recognize high standards of scholarship, to help develop outstanding personal qualities and to encourage well-rounded achievement.

Membership in the Achievement Club is open both to Junior and Senior High School students; it is not limited to students of high scholarship; a student may also qualify through achievement in service and leadership, along with good scholarship.

The Achievement Club has four sections:

1. The Junior Scholarship section.
2. The Senior Scholarship section.
3. The Junior Achievement section.
4. The Senior Achievement section.

In order to become a member of either the Junior or Senior Scholarship sections of the Achievement Club, a student must fulfill the following conditions:

(1) A grade of A in 4 solids with no grade lower than C, or a grade of A in 3 solids, a grade of B in one solid, with no grade lower than B. (No work repeated for the purpose of raising a grade shall be counted.)

(2) A merit record of 95 or over.

(3) The student's record must meet the approval of the sponsor and of the Principals.

Definition of a solid. A solid of high school work is a subject pursued during one semester and requiring 10 periods of 40 minutes or more each, of combined recitation and preparation. When satisfactorily completed, a solid gives one credit. Combinations of fractional credits shall be counted as solids only, when limited to combinations relating to the same subject and when previously announced as constituting such solids.

In order to qualify for membership in either the Junior or Senior Achievement sections of the Achievement club, a student must fulfill the following conditions:

(1) 25 points achieved during the preceding semester, at least 18 of which must be in scholarship, with no grade lower than C. (A, 8 points; B, 5 points; C, 3 points). No work repeated for the purpose of raising a grade shall be counted.

(2) A merit record of 95 or over.

(3) The student's record must meet the approval of the sponsor and the Principals.

In order to apply for membership in the Achievement Club, the student shall fill out the proper form, and file

it with the Sponsor within two weeks after the opening of the semester following the one in which points required for membership were earned.

The following pins are awarded to members:

1. Senior Scholarship — Achievement section.
   a. Bronze pin—1 or 2 semester members.
   b. Silver pin—3 or 4 semester members.
   c. Gold pin—5 or more semester members.
2. Junior Scholarship — Achievement sections:
   a. Achievement button—1, 2, or 3 semester members.
   b. Enamel pins—4, 5, 6, semester members.

A star is awarded for each semester over 6.

THE GARFIELD MERIT SYSTEM

A student shall begin each ten weeks with 100 merits.

A merit grade will be given at the end of each ten weeks to be placed on the report card of each pupil. Merits shall be based on character, conduct and attendance.

It is possible to have more than 100 merits at the end of the quarter, as a bonus of merits is granted as follows:

a. No unexcused tardiness in 10 weeks ..... 5 merits
b. No unexcused absence in 10 weeks .....10 merits
c. 95 merits or over at end of 10 weeks ..... 5 merits

A perfect merit record will entitle a student to 120 merits.

Merits may be taken away by the Registrar and the Principal as follows:

Offences	Merits Lost
Unexcused tardiness	1
Truancy	2-20
Unsatisfactory absence with parent's knowledge, per period.....	1
Returning without excuse	1
Discourtesy	3-10
Disobedience	3-10
Disorder	1-10
Defacing Property	5
Violation of School rules	20

Any student who has below 85 merits must interview one of the Principals. Any student who has below 75 merits must bring one of his parents

or his guardian to see the Principal and the Registrar. A student must have a merit record that will average 90 or better for all the time he has been in school in order to receive a recommendation to a business position or to college.

CLUBS

There are three types of clubs at Garfield at the present time:

1. Those that meet as regular classes and for which credit is given, i.e. boys' and girls' glee clubs, Girls' Athletic Club, Dancing clubs, Swimming clubs and Dramatic clubs.

2. Those with large membership, known as large clubs, i.e. Garfield Service, The Honor Society, "G" Club, "G.A.A.," the Girls' League, Boys' League, Business Club, Home Room Presidents, World Friendship Club, Science Club.

3. Those with small membership and known as small clubs. These are as follows: Junior Safety Patrol, First Aid, Clavis Club, Boys' League Representatives, Senior Girls' League Representatives, Junior Girls' League Representatives, Garfield Knights.

A student may belong to only one of the small clubs. He should select the club in the small group which has the greatest interest for him and arrange with the home room teacher for securing membership. Such membership is for the year.

MUSICAL ORGANIZATIONS

Among the worthwhile organizations of Garfield are the Glee Clubs, Junior and Senior divisions, the Orchestra, Junior and Senior divisions, and the Garfield Band. In order to join any one of these, students must meet certain requirements of good citizenship and possess a certain amount of musical ability.

These groups endeavor to stand ready at all times to furnish music for the Student Body. Each year the Senior Glee Clubs produce an operetta.

Students interested in any of the above organizations should interview one of the directors.

COMMENCEMENT

Senior Commencement is held on the last Thursday evening of the term. At this time, in addition to the conferring of diplomas and an appropriate program, Honor Awards are given and the Lamp of Knowledge is passed from the graduating class to the Senior A's.

THE ALUMNI ASSOCIATION

The Garfield Alumni Association is composed of the graduates of the Garfield High School.

The object of having an organization of this kind is to have a definite place where school friends and acquaintances may gather in later years to discuss old times and things that are happening at the present time.

The members are called together four times each year. Two of these gatherings are parties which are given in honor of the new incoming graduates, one in February and the other in June. The third meeting is "Home Coming Day" when the alumni put all worries aside and return and pretend to be students once again. The fourth meeting is the Business Session, which is held in June. At this meeting new officers are elected and other things which apply to the Alumni Association are discussed.

It is through the Association that the school and graduates keep in touch with each other and know what has been accomplished.

be checked in the Basket Room after each class and not left in the lockers. For the first two weeks the assigning will be done during the regular gym periods, after that only at noons or before school.

Lockers are assigned to those who are out for sports after school. This must be vacated at the end of each season.

2. Costume: Tan running pants and gray sleeveless gym jersey with rubber soled tennis shoes. All suits must be marked and kept marked by the owner. This may be done at the basket window.

3. Class Work: Complete instructions and regulations will be given when reporting to the athletic field.

4. Athletics and other activities:

a. Football Class A, B and C.

b. Basket Ball Class, A, B, C, and D.

c. Track Class A and C.

d. Baseball A; 9th, B10, and C; 10th Grade.

e. Cross Country Class A.

f. Tennis.

g. Senior Gym Club and Junior Gym Club.

h. Swimming.

i. Intra-mural sports.

For the above interscholastic sports Garfield High School abides by the C.I.F. ruling and uses the Four Point System requiring every boy who expects to take part in any sports during a semester to be examined and classified during the first two weeks

of the semester or, if entering late, within two weeks after entrance. The following explains that system:

Classification

8	below 13	below 61	below 91
9	13-6	62	94
10	14	63	97
11	14-6	64	100
12½	15	65	103
13¾	15-6	66	106
14 5/6	16	67	109
15 7/8	16-6	68	112
16	17	69	115
17	17-6	70	120
18	17-9	70 and	125
19	18	over	130
20	18-3		135
21	18-6		140
23	19		144
22	18-9		142
24	19 and		146
25	over		146
26			150
27			152
28			154
29			156
30			156 and over

Classes

Class "D"—Sum of exponents below 50.

Class "C"—Sum of exponents is 56 or below.

Class "B"—Sum of exponents is 57 to 66 inclusive.

Class "A"—Sum of exponents is 67 or more.

ELIGIBILITY RULES FOR INTER-SCHOLASTIC COMPETITION

C.I.F. Eligibility Rules

A. No pupil shall contest in any games or meet with another school if he has reached his twenty-first birthday.

B. The A.A.U. definition of an amateur shall prevail in this Federation and is as follows: An amateur sportsman is one who engages in sports solely for the physical and mental pleasure or social benefits he derives therefrom and to whom sport is nothing more than an avocation.

Furthermore, an amateur is one who has never used and is not now using his knowledge of athletic skill for gain. He shall not have played on any team on which there were paid players. A paid player or one who uses his athletic skill for gain is interpreted as one who receives money in excess of the amount necessary to cover actual hotel bills and actual fares for transportation.

C. No pupil shall compete in athletic contests with another school after he has been in attendance eight semesters. Ten weeks or over shall count as a semester's attendance. Participation in one or more athletic contests, including practice games, between teams of different schools or organizations, shall count as a semester's attendance. Furthermore, no pupil shall compete for more than

four seasons in any branch of athletics.

4. A graduate from any high school or academy shall be ineligible to compete.

E. No pupil shall take part in any game or contest under the auspices of this Federation who has not been a member of that high school for at least ten weeks of the semester immediately preceding. This rule does not apply to pupils entering from a grammar school or Junior High.

F. A pupil who is compelled to transfer from one high school to another must have been eligible under the rules of the C.I.F. in the school from which he transferred, and must bring evidence that he was compelled to transfer on account of change of residence of his legal parent or guardian.

G. No pupil shall compete in any game or contest with another school who has not made a passing grade in 3 out of 16 or 30 out of 160 units of new work for the semester immediately preceding the semester in which the game or contest takes place. Credit to be counted must have been made by ten or more weeks of actual class attendance. No pupil shall compete in any game with another school who is not making a passing grade in the above number of units of new work for the current semester up to the time he was certified for the contest. By new work

is meant studies in which the pupil has not previously made a passing grade.

A passing grade in new work shall be construed to mean that the pupil must have a passing grade in each of the subjects, for all work completed by the class during the current semester at date of certification.

If an incomplete or conditional grade is given on the final day of the semester that school is in session, it may not be construed as one of the three units of work required for eligibility.

Not more than two-thirds of the required number of units may be made in one subject.

Work in physical training shall not be counted among the required units of work.

H. The principal of each school is held responsible for the amateur standing and eligibility of his teams under these rules and shall certify to each member in the line-up to be exchanged with the opposing team before the contest, using the standard blank forms to be supplied by the C.I.F. Southern section.

I. In the event that a member of a team is shown to have been ineligible for a contest in which he has participated, the entire school becomes liable to suspension from inter-school athletics for the remainder of the year, or for the succeeding semester

if the violation occurs during the Spring semester.

J. No visiting team shall be recognized by the captain of the home team or by the principal of the school, unless accompanied by a faculty representative who shall be responsible for the conduct and line-up of his team and it shall be the duty of the representatives in charge of the two teams to exchange certified lists of the contesting players.

The names of all substitutes must all be reported to the opposing team by an official at the time of substitution.

5

K. No school under the jurisdiction of the C.I.F., Southern Section, shall play ineligible men at any time even in practice games, whether or not such games are played with other schools under the jurisdiction of the C.I.F. Any school violating this rule may become liable to suspension from participation in such sport for the succeeding season.

"G" CLUB

Letters are granted to members of the Boy's Athletic teams by the Board of Commissioners upon recommendation of the Coaches under the following regulations:

FOOTBALL

Letter: Play in one half of the quarters of the league schedule. Not to exceed eighteen recommendations.

8 inch letter for "A" team.
5 inch letter or "B" team.
4 inch letter for "C" team.

BASKETBALL

Letter. Play in one half the quarters of the league schedule. Not to exceed eight recommendations.

8 inch letter for "A" team.
5 inch letter for "B" team.
4 inch letter for "C" team.
3 inch letter for "D" team.

TRACK

Letter: Average of two points per meet, a first place in a dual meet, any place in a league meet, member of a relay team placing as well as third in the league meet, or an average of four points per meet against schools not on a par with league schools.

8 inch letters for "A" team.
5 inch letters for "B" team.
4 inch letters for "C" team.

BASEBALL

Letter: Play in one-half of the innings of the league schedule Pitchers paly in one third the innings of the league schedule.

BASEBALL

Letter: Play in one half of the innings of the league schedule. Pitchers play in one third the innings of the league schedule.

8 inch letter for "A" team.
' inch letter for 10th grade team.
4 inch letter for 9th grade team.

CROSS COUNTRY

Letter: First five members of cross country team and any others contributing to the league championship, any any having an average of tenth or better in a dual meet; fifteenth or better in any triangular meet, or twentieth or better in any quadrangular meet are entitled to coaches' recommendation.

5 inch letter.

INTRAMURAL SPORTS

Numerals may be earned through competition in intramural athletics conducted in Physical Education classes, or at othe rtimes. The award to be made on the point basis to be determined by the Physical Education Department and according to rules posted in the Physical Education buildings.

General Rules

Boys who have earned letters in the "A" teams may signalize service by stripes on the left arm. This does not appyl to any lightweight team.

In case of injury, or other exceptional conditions, Coaches recommen-

dation for letters may be considered.

Boys must be passing in at least three solids to be eligible to receive a letter.

Presentation of Letters

The "G" Club has charge of the ceremonies in presenting letters. This occurs during the last two weeks of the semester in which the letter is earned.

SEASON TICKETS

A season ticket is issued at Garfield for each semester. The Fall ticket admits to football, basketball, and Fall track events. This ticket is accepted as half the admission price at most pay assemblies.

The Spring ticket covers track and baseball as well as half admission to all Spring Assemblies except the operetta and play.

Season tickets are usually checked to each Home Room in quantities and sold by representatives there.

SUGGESTIONS ON HOW TO STUDY

1. If possible, have a definite time and a definite place to study each subject.

2. Write the assignment in a notebook. Be sure that you understand exactly what you are to do before you leave class.

3. Review the main points in the previous lesson before starting your advanced study. This will make your new lesson easier and more interesting.

4. Plunge into your work promptly then study with vigor and determination.

5. Read the lesson twice. First, rapidly for main points, and then carefully for details. Pause from time to time to recall the gist of what you have read. Hunt for important points in the lesson. Write them on a slip of paper for later review.

6. Check carefully each preparation with the written assignment to make sure you have prepared it correctly.

7. Set a high goal in your study, then strive to raise it. Work independently. Take pride in doing your own work.

YELLS

GO TEAM—FIGHT TEAM

G-o-o-o-Team
Fight-t-t-Team
T-E-A-M- (spell out loudly) TEAM!
(Lot of applause and cheering at end of yell.)

WE'RE FOR YOU

We're for you—we're for you!
B-U-L-L-D-O-G-S (spell out)
Bulldogs, Bulldogs,
We're for you.
(cut short the ending word, you.)
G-r-a-a-Rah! G-r-a-a-a-Rah!
B-U-L-L-D-O-G-S (spell out)
Bulldogs—Bulldogs (sharply)
G-r-a-ra-Rha!

DOUBLE "G"

G-G-G-A-R-FI-E-L-D
Garfield!—Garfield!—Garfield!

LOCOMOTIVE

G-A-R-F-I-E-L-D (slowly, not loud)
G-A-R-F-I-E-L-D (faster, louder)
G-A-R-F-I-E-L-D (very loud, but not too fast)
Garfield—Garfield—Garfield (Give chance for echo.)

GARFIELD HI RAH! RAH!

Garfield High Rah! Rah!
Garfield High Rah! Rah!
Who Rah!—Who Rah!
Garfield High! Rah! Rah!

RAH! RAH! (2 hand clap, 3 times)
Rah! Rah! Clap! Clap!
Rah! Rah! Clap! Clap!
Rah! Rah! Clap! Clap!
Team—Team—TEAM—
GARFIELD

SONGS

ALL HAIL TO GARFIELD HIGH

Where purple mountains lift their heads 'neath skies of deepest blue,
There stands the High School that we love, to her we'll all be true;
Her crimson banner raise afloat beneath an azure sky,
And raise to her our song of praise, All hail to Garfield High!

Her gleaming red's for loyalty for truth shall stand the blue,
And here and now we pledge to her our loyal hearts and true.
Then let her colors rise aloft, to the breezes let them fly,
And raise to her our song of praise, all hail to Garfield High.

PEP SONG

Whoop 'er up! Whop 'er up! Whoop 'er up some more!
Garfield High sure is the school, the students all adore!
We have the rep, we have the pep, we always play the game.
We are not rough, we do not bluff, but we get there just the same.

THE EYES OF GARFIELD ARE UPON YOU

The eyes of Garfield are upon you
All the live long day
The eyes of Garfield are upon you,
You cannot get away
Do your best for our dear high school,
You're in the game to play it square.
The eyes of Garfield are upon you, as our fame goes everywhere.

GARFIELD WILL SHINE TONIGHT

Garfield will shine tonight, Garfield
will shine
Dressed in her Sunday's best, every-
thing fine;
Pledge her your loyalty, boost all the
time
The sun goes down, the moon comes
up, Garfield will shine.

LOYALTY SONG

We're loyal to you,
Garfield High.
We're crimson and blue,
Garfield High.
We'll back you to stand
With the best in the land,
For we know you have "sand"
Garfield High.
Rah, rah!
Your sons, brave and tall,
Garfield High,
Are backing you all,
Garfield High.
Our school is our fame protector.
On then, for we expect
A victory from you,
Garfield High.
Fling out that dear old flag of crim-
son and blue,
Lead on your sons and daughters,
loyal and true,
Like men of old, on giants placing re-
liance,
Shouting defiance—"Rah, rah, rah,
rah,"
Beneath that dear old flag that shel-
ters our land

For Garfield's honor and for learning
we stand,
And unto thee we pledge our heart
and hand,
Dear Alma Mater, Garfield High.

YO HO, GARFIELD HIGH

Yo Ho, Garfield High,
Proud of you we'll always be.
Let us all be true
To the Crimson and the Blue
Of Garfield High.
We've got the rep
Rah! Rah!
We've got the pep
Rah! Rah!
Yea-a-a-a, brother,
We'll give a hoo-rah!
We'll give a hoo-rah!
Yo Ho, Garfield High.

COME ON, GARFIELD

We've got the team, we won't bluff,
We've got the chance to show our
stuff;
Come on, Garfield!
We've got the pep, we've got the rep,
We're in line, watch us step;
Come on, Garfield!
For we have the fight and we'll not
weaken,
When we're at our best we're never
beaten.
We'll be there good and strong,
We will cheer the whole game long,
Garfield! Come on!

THE CRIMSON AND THE BLUE

O'er the sky in blue and crimson Garfield's banners fly.
Cheer on cheer like volleyed thunder echoes to the sky
Fling her challenge to the southland, then roll up the score
And fight, fight, fight for we'll win tonight, Garfield High, forever more.

GARFIELD HIGH,

THE CRIMSON AND THE BLUE

Garfield High, the crimson and the blue,
Garfield High, we'll fight to win for you,
Oh center, guard, and end,
And all the backfield, too.
Get in and fight for the Crimson and Blue.

VICTORY SONG

Garfield High School, Garfield High School,
Watch them hold that line.
Up and down the field they travel
Vict'ry every time.

Bulldogs ever, Bulldogs ever,
Fighting every inch
Fight, Garfield, fight, fight, fight, ...
Victory's a cinch.

CONSTITUTION

I. NAME

This organization shall be known as the Garfield High School Student Body Association.

II. PURPOSE

The purpose of this organization shall be to further the general welfare of the student Body and to develop among the students individual leadership, responsibility, honesty, cooperation, and a spirit of service that will promote the welfare of the school. Our Creed is as follows:—

Creed

I believe in Garfield High School because it gives me a chance to work, an opportunity to sacrifice self for the good of all, and a challenge to serve my fellow students.

I believe it will develop in me the habit of punctuality and regularity, respect for the personal and property rights of others; a feeling of individual responsibility for the common good and a willingness always to give a square deal.

I believe it will help me to build for myself A Clear Head, A True Heart, and A Strong Arm.

III. MEMBERSHIP

1. All students who are regularly enrolled at Garfield High School shall be members of this organization and as such are entitled to the privilege set forth in this constitution and by-laws.

2. Members of the faculty shall be advisory members.

IV. OFFICERS

Section 1. The executive power of this organization shall be vested in a Board of Commissioners composed of the following officers:

1. Chief Executive (the Principal).
2. President of the Student Body.
3. Secretary of the Student Body.
4. Commissioner of Finance.
5. Boys' Senior Service Commissioner.
6. Girls' Senior Service Commissioner.
7. Boys' Junior Service Commissioner.
8. Girls' Junior Service Commissioner.
9. President of Boys' League.
10. President of Girls' League.
11. President of Boys' Athletics.
12. President of Girls' Athletics.
13. Commissioner of Publications.
14. Senior President of the Honor Society.
15. Junior President of the Honor Society.
16. Manager of the Book Store.
17. Senior President of the Student Council.

18. Junior President of the Student Council.
19. Head Yell Leader.
20. Student Body Treasurer. (A member of the faculty appointed by the Principal.)

Section 2. The above officers are elected as follows:

(a) The President, Boys' Senior Service Commissioner, Girls' Senior Service Commissioner, Boys' Junior Service Commissioner, Girls' Junior Service Commissioner, Head Yell Leader, and Commissioner of Publications be elected by the Student Body Organization.

(b) The Secretary shall be appointed by the President with the approval of the Board of Commissioners.

(c) Officers such as—President of the Boys' League, President of the Girls' League, President of the Boys' Athletics, President of the Girls' Athletics, Senior President of the Honor Society, Junior President of the Honor Society, Senior President of the Student Council, and Junior President of the Student Council shall be elected in their own Organizations.

(d) The Commissioner of Finance and the Book Store Manager shall be appointed by the Student Body Treasurer, (A member of the faculty appointed by the Principal,) subject to the approval of the Principal and the Board of Commissioners.

Section 3. These officers shall hold

offices for twenty (20) weeks or until their successor has been duly elected.

Section 4. No person shall hold the same office twice in succession except faculty Treasurer, unless in the judgment of the Board of Commissioners and Principals that there exists a condition that justifies an exception to this rule.

Section 5. The above officers constituting the Board of Commissioners shall meet subject to call by the President of the Student Body and the Chief Executive.

Section 6.

(a) All candidates for office must be on an eligibility list prepared by the faculty through the Principal's office.

(b) Each candidate must fill out an application blank for nomination. This blank is provided by the Board of Commissioners.

(c) All candidates for Student Body Offices shall have received recommended grades in at least two (2) solid subjects and shall have passed in four (4) solid subjects the term of their nomination.

(d) All Student Body Officers must be passing in all solids during his term in office. Failure to do so automatically makes a vacancy in the office.

(e) All candidates for office must have a merit record of ninety-five (95) or better.

(f) All candidates for Student

Body Offices must have had not less than fifteen (15) weeks of active, satisfactory service in the Garfield Service Organization prior to the time of their nomination.

(g) All candidates shall have on file in the Principal's Office a fraternity affidavit required by the Board of Education and the Prnicipal's Association of Los Angeles.

(h) All candidates for office must conform to the check system which is defined as follows:

CHECK SYSTEM

This system is not to be confused with our merit system nor do the Checks count toward membership in our honor societies. This Check System is for the purpose of limiting the number of offices one student may hold to the end that such responsibilities be more generally distributed among the students.

No student may hold offices which total more than 15 Checks.

1. President of Student Body 15
2. Other Student Body Offices ..10
   a. Secretary.
3. Garfield Service
   a. Senior Commissioners 15
   b. Junior Commissioners 12
   c. Secretary Treasurer 10
   d. Chairmen of Committees 10
   e. Captains of Periods (Hall Duty) 5
4. Girls' League Commissioners ..12

5. Boys' League or Sports or Athletics 12
6. Commissioner of Publications (Editor of Paper) 12
7. All other commissioners 12
8. Editor of Annual 12
9. Staff members of Publication 5
10. Yell Leader 6
11. Stage Manager 8
12. Chief Electrician 8
13. Fire Chief 8
14. Athletic Team Captains 8
15. Home Room Presidents 5
16. Other Home Room Presidents 3
17. Senior A and B Presidents ..10
18. Other Senior Class Officers 5
19. Club Officers 5

This system is not to be confused with our merit system nor do the checks count toward membership in our honor societies. This check system is for the purpose of limiting the number of offices one student may hold to the end that such responsibilities be more generally distributed among the students.

No student may hold offices which total more than fifteen (15) checks.

All candidates for office must have a satisfactory rating from the officers training class as organized and instructed by the Chief Executive.

V. ELECTION OF OFFICERS

Section 1. All the officers of this organization with the exceptions provided in Article 4, shall be elected by secret ballot.

Section 2. The election of officers shall be held within the last five weeks of each semester. The exact date to be set by the Board of Commissioners. The following schedule is suggested: nomination papers filed by the end of the fifteenth (15th) week, election by the end of the sixteenth (16th) week, a period of apprenticeship training during the seventeenth (17th) and eighteenth (18th) week, inauguration not later than the end of the eighteenth week.

Section 3. A vacancy occuring during the term of an elected officer shall be filled by the Board of Commissioners. The person elected must have the same qualifications as the other members of the Board of Commissioners.

Section 4. A majority of the votes cast for any one office shall be necessary to elect any candidate. In case no candidate receives a majority, the two candidates with the highest number of votes shall be certified for the final election.

VI. STUDENT COUNCIL

Section 1. There shall be a student council consisting of the chief executive, the members of the Board of Commissioners ex-officio, and the Presidents of each home room.

Section 2. This council may propose legislation to the Board of Commissioners and the chief executive. It will be a medium through which student body business may be presented for approval by the students of the members of the organization as grouped in the various home rooms.

Section 3. Whenever, in the judgment of the Board of Commissioners and the Chief Executive, it is deemed wise, this council may be divided into a Junior and a Senior division.

Section 4. The council shall meet at least once a month subject to the call of the President of the Student Body and the Chief Executive.

VII. FINANCE

Section 1. There shall be a Board of Finance consisting of the Chief Executive, the faculty Treasurer, the Student Treasurer, the President of the Board of Commissioners, and such other members as may be appointed by the Principal to consider particular problems.

Section 2. The finances of the Student Body Organization and the appropriation of money shall be under the control of the Chief Executive and Faculty Treasurer in accordance with the rules issued by the Board of Education and the Superintendent's Office.

Section 3. Student Body books shall be subject to an annual audit by an auditor provided by the Board of Education.

VIII. GARFIELD SERVICE

Section 1. The Garfield Service shall be organized in four (4) divisions as follows: Senior Girls, Senior Boys, Junior Girls and Junior Boys.

By Senior is meant the 10th, 11th and 12th grades.

By Junior is meant the 7th, 8th, and 9th grades.

Section 2. Membership in any division of Garfield Service is open to any regularly enrolled student who maintains high standards of conduct and scholarship and who wishes to give his service in building order and school spirit throughout the school. Membership is secured by making application on a membership form.

When this blank has been finally approved, membership in the organization becomes effective and such student takes up active service. ....

Membership must be renewed every semester.

IX. AMENDMENTS

Section 1. Amendments to this constitution may be proposed by ¾ majority of the members of the Board of Commissioners with the approval of the Chief Executive.

Section 2. Any proposed amendment must be ratified, first by ¾ ma-

jority of the Student Council, second by majority of the members of the Association who vote at an election called purposely for considering the amendment.

Section 3. The by-laws of this constitution may be amended by ¾ of the Board of Commissioners, by ¾ vote of the Student Council, and the approval of the Chief Executive.

X.

This constitution shall take effect when ratified by a majority of the members voting at an election called for that purpose.

XI. SOURCE OF POWER (p. 42)

Since the Principal is directly responsible to the Superintendent and to the Board of Education for the welfare of the school, it is expressly understood that all student powers, herein set forth, are delegated by the Principal and may be revoked by him at any time.

BY-LAWS

I. DUTIES OF OFFICERS

Section 1. The President shall preside at general assemblies, at Board of Commissioners meetings and shall perform all other executive duties that usually pertain to the president of an organiaztion.

Section 2. The duties of the secretary of the Student Body are as follows:

1. To keep the minutes of the Board of Commissioners.
2. To care for any correspondence that the Board of Commissioners shall find necessary to carry out.
3. To keep on file all committee reports and commissioner reports that have been received by the Board of Commissioners.
4. To keep an up-to-date file of the constitutions from each of the several clubs and organizations.
5. And, to perform such other duties that usually pertain to the secretary of an organization.

Section 3. It shall be the duty of the treasurer to work in the student body office under the direction of the faculty sponsor of the student body finance. He shall carry on all student body business in accordance wtih the rules and regulations provided by the Board of Education and the Chief Executive.

Section 4. The President elect and the members elect of the Board of Commissioners shall be allowed to attend the meeting of the Board of Commissioners during the period of time of their election and their inauguration into office. They shall take no part in discussions and shall have no vote.

Section 5. The President and members of the Board of Commissioners shall be inaugurated in public assembly and shall take the oath of office, to be administered by the Prin-

cipal, the President of the Student Body, and the retiring commissioners.

Inauguration of Student Body Officers

I. Explanation by Mr. Ingalls.

II. The Oath of Office.

Question: 1. Do you solemnly affirm that you will uphold the traditions associated with your office?

The answer is **I DO**

and

that you will carry out the duties of this office as given in the Constitution of your Organization?

The answer is **I DO**

and

that you will cooperate as a member of the Board of Commissioners to make Garfield High School not only greater but better as a result of your Service?

The answer is

I hereby pledge on my honor to fulfill the duties of my office to the utmost of my ability and to promote cooperation, loyalty, courtesy, service good sportsmanship and scholarship among the students of the school.

III. "The Eyes of G arfield Are Upon You."

The Oath of Office is as follows:

Question.

Do you solemnly affirm that you will uphold the traditions associated with your Office?

The answer is **I DO**

and

that you will carry out the duties of

this office as given in the Constitution of your Organization?

The answer is **I DO**

and

That you will cooperate as a member of the Board of Commissioners to make Garfield High School not only greater but better as a result of your Service?

The answer is

I hereby pledge on my honor to fulfill the duties of my office to the utmost of my ability and to promote cooperation, loyalty, courtesy, service, good sportsmanship and scholarship among the students of the school.

Section 6. The duties of all officers not found in this constitution will be found in the constitution of their respective organizations.

Section 7.

a. Yell leaders shall meet qualifications similar to those required by other student body officers. They must measure up to the high standard of leadership, scholarship, self- possession, common sense, and physique which the successful conduct of the office demands.

b. At the time of their election and during their continuation in office, the Yell Leader must be upon the same scholarship basis as athletes taking part in interscholastic competition.

c. The candidate receiving the highest number of votes in the Student Body election shall be known as

"Head Yell Leader", and he shall have authority over the other Yell Leaders and shall be held responsible for their conduct and the proper management of the affairs of the department. The Head Yell Leader shall be held responsible for the proper cooperation and practice of the Yell Leaders.

d. The number of Yell Leaders who must attend any athletic gathering at which teams or individuals representing Garfield are competing shall be left to the discretion of the Head Yell Leader. At least one Yell Leader must be present in his official capacity at all meetings where Garfield teams, of interscholastic contest, participate, except where the contest is held at such a distance that none of the Student Body except the contestants can reasonably be expected to attend.

e. If a Yell Leader shall fail on two occasions to cover an assignment, he shall be automatically dropped and another Yell Leader shall be immediately elected by the Student Body.

f. Th letter awarded to the Yell Leader shall be a 7-inch crimson block "G" with a distinctive megaphone design.

1. The President shall be at the time of his election, a member of the A12 classes, must carry a regular course, and while in office he must be recommended in 2 or 3

subjects and passing in all others. He must have been a student in the school for one year prior to his nomination, and, also, an active member of Garfield Service for not less than one term.

2. The Commissioner of Finance shall be at the time of his election a member of the B10 class or of classes above, he must be recommended to the Principal by the Head of the Commercial Department, and otherwise he have the same qualifications as the the president.

3. The Commissioner of Publication shall be a member of the B10 class or of classes above, must have served one term on the Log staff, must be recommended by the English Department, and otherwise he shall have the same qualificatoins as the president.

4. The Boys' Commissioner of Athletics must be a member of the B10 class or of classes above, must be recommended by the Boys' Vice Principal and Head of the Physical Training Department, and otherwise he shall have the same qualifications as the president.

5. The Girls' Commissioner of Athletics must be recommended by the Girls' Vice-Principal, and the Head of the Girls' Physical Education Department, must be a member of the B10 class, or of classes above, and

otherwise she shall have the same qualifications as the president.

6. The Secretary must have the same qualifications as the Student Body President.

7. The Bookstore Manager must be a member of the B10 class, or of classes above; must be recommended by the Head of the Commercial Department, and otherwise shall have the same qualifications as the president.

8. Other Commissioners must meet requirements as provided in the respective constitutio of their organization.

9. The faculty sponsor and the school treasurer shall be appointed by the Principal.

SECTION III. VACANCY

If a vacancy occurs in any office, the President, with approval of the Board of Commissioners, may make a temporary appointment until an election may be called or a regular apointee be named to fill the office.

James A. Garfield High School

HALL PASS

Time _____ **Date** 3/10/31

Period	1	2	3		5	6	7	8

Name Lee Cheung

Destination _____

Signed _____

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GARFIELD PRINT SHOP

7th GRADE HOME STUDY SCHEDULE

Day of Week	Subject to be studied at home every night	
Monday	Mathematics	English
Tuesday	Geography	English
Wednesday	Mathematics	Geography
Thursday	Geography	English
Friday	Mathematics	English

8th GRADE HOME STUDY SCHEDULE

Monday	Mathematics	Language	Science
Tuesday	English	History	
Wednesday	Mathematics	Language	Science
Thursday	English	History	
Friday	Mathematics	English	

9th GRADE HOME STUDY SCHEDULE

Monday	Mathematics	Commercial	Language
Tuesday	English	History	Science
Wednesday	Mathematics	Commercial	Language
Thursday	English	History	Science
Friday	English	Other Subjects	