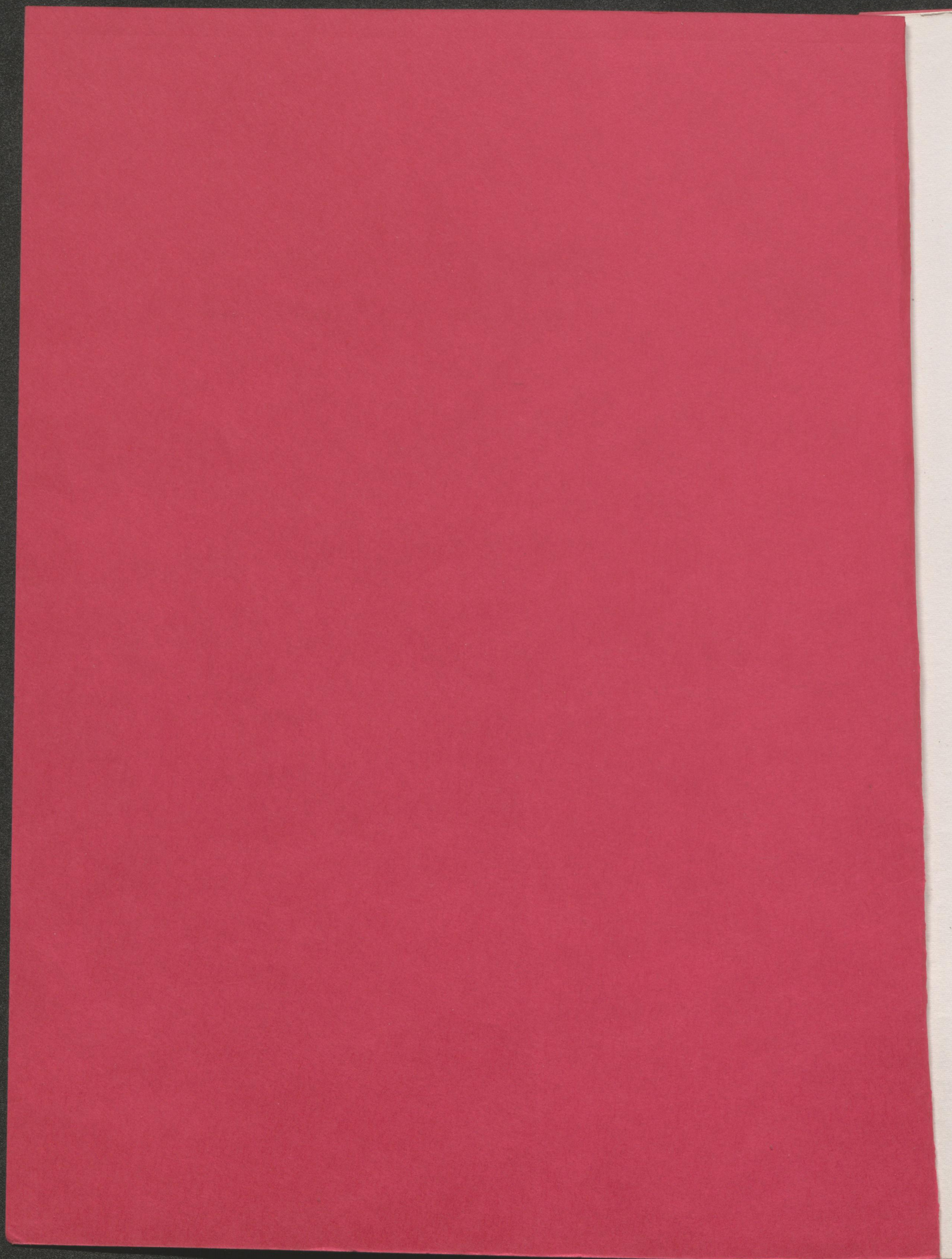


STUDENT HANDBOOK



UNIVERSITY SCHOOL
LEXINGTON KENTUCKY
1954-1955



FOREWORD

This handbook is published to acquaint you with the University School and with what it offers. In studying it you will become familiar with the policies and practices of the school. It is hoped that it will be helpful in your daily school living.

The name University School has been officially accepted and announced by the President of the University of Kentucky. Henceforth, it will be known and spoken of as the University School. When the different divisions are referred to, they shall be designated as the University Elementary School and the University High School.

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WELCOME

Dear Student:

We are glad to have you as a member of our large family at University School. There is a very important place for you here because this is your school now. We need you to help us make it the best one in the country.

We hope you learn to love the school and that you will be willing to work hard for it. I know you will be happy and proud to be one of the "Purple and White" of University School.

Sincerely your friend,

Morris B. Cierley
Director

HISTORY

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I

HISTORY

University School had its beginning in 1917 when a school known as "Model High" was organized and located on the second floor of Frazee Hall, then the education building of the University of Kentucky, for the purpose of training students who were going to be high school teachers.

At that time the University had no College of Education but only a department of Education with Dr. John Thomas Cotton Noe as its head. He, a man of wide influence and a poet of distinction, was instrumental in establishing the Model High School.

In 1930 Model High School was moved to the new Education Building which later became the William S. Taylor Building. The same year the elementary grades, under the supervision of Mrs. May K. Duncan, became a part of the institution and for many years the twelve grades, officially named "The Associated Schools of the College of Education" were popularly known as "The Training School"; later the school by common agreement was called the "University School," the name now used by faculty and pupils.

The names of the men who have served as administrators of the school with their respective titles are here listed:

1. Fred C. Walters, 1918-1919; Superintendent of Model High School.
2. Earnest Richard Wood, 1919-1921; Principal of Model High School.
3. Harold Pierce Fling, 1921-1924; Principal of Model High School.
4. Moses E. Ligon, 1924-1930; Principal of Model High School.
5. Albert B. Crawford, 1926-1927; Acting Principal during leave of absence granted Moses E. Ligon.
6. Sherman Crayton, 1930-1935; Director.
7. J. D. Williams, 1935-1942; Director.
8. Ellis F. Hartford, 1942-1943; Director (left for Armed Services)
9. Jesse Adams, 1943; Acting Director for one semester.
10. Lyman V. Ginger, 1943; Principal for one semester; Acting Director second semester of 1943-1944, 1944-1945; Director of the University School 1945-1954.
11. Dr. Morris Cierley, Director 1954.

II

Director - Dr. Morris Cierley

Faculty - High School

Miss Grace Anderson	English
Mr. D. C. Kemper	Science
Mr. D. C. McMurtry	Business
Miss Anna B. Peck	History
Mr. Leon Porter	Mathematics
Mrs. Elizabeth Taylor	Psychology & Guidance
Miss Mary West	Languages
Miss Margaret Roser	Librarian
Miss Alma Carl	Seventh Grade
Miss Martha Shipman	Eighth Grade

Special Teachers

Mrs. Stella Gilb	Physical Education
Miss Phyllis Kloecker	Health & Physical Education
Mr. Edward Shemelya	Health, Physical Education, Basketball Coach
Mr. Eddie McNabb	Assistant in Physical Education and Driver Training
Miss Betty Shaw	Elementary Music
Mrs. Ruth Haines	Art
Mrs. Ruth Osborne	Music, Glee Clubs
Mr. William A. McKenney	Band

Elementary

Miss Vivian Burke	Kindergarten
Miss Sara Thomas	First Grade
Miss Estelle Adams	Second Grade
Miss Ramona Apker	Third Grade
Mrs. Anna Bruce Boone	Fourth Grade
Miss Olive Barrett	Fifth Grade
Mr. Howard Lusk	Sixth Grade
Mrs. P. G. Shuck	Cafeteria Manager
Mrs. Florine Lusk	Secretary

TENTATIVE CALENDAR
FOR THE SCHOOL YEAR 1954-55

August 30, 31, & Sept. 1	Faculty Planning Meetings
September 2 & 3	Registration
September 6	Labor Day - School Dismissed
September 7 - 10	Half-day Sessions
September 9	Junior High Pep Club Party
September 10	Senior High Pep Club Party
September 13	Full-day Sessions - Cafeteria Opens
October 1	C. K. E. A. - School dismissed
October 22	Sophomore Dance
October 29	Education Conference - School Dismissed
November 12	Senior Play
November 26 & 27	Thanksgiving Holiday
December 17	Christmas Programs
December 18	Senior Dance
December 18 - January 3	Christmas Holidays
January 19, 20, 21	First Semester Exams
March 17 & 18	State Basketball Tournament - School Dismissed
March 22	Junior High Pep Club Banquet
March 25	Senior High Pep Club Banquet
April 13 - 15	K. E. A. Spring Vacation
May 13	Junior Prom
May 20	Honors Day
May 26 & 27	Second Semester Exams
May 29	Baccalaureate Service for Senior Class
June 1	Senior Breakfast
June 1	Commencement

UNIVERSITY SCHOOL BASKETBALL SCHEDULE

1954 - - 1955

DATE	OPPONENT	GAMES	PLACE
NOV. 19	Stamping Ground	A&B	There
23	Athens	A&B	Here
30			
DEC. 3	M. M. I.	A&B	Here
7	Kingston	A&B	There
10	Berea	A&B	There
14	Georgetown	A&Jr.	Here
17			
JAN. 7	Wilmore	A&B	There
11	Athens	A&B	There
14	Midway	A&B	Here
18	Lexington Catholic	A	Coliseum (Tentative)
21	Powell County	A	There
25	Anderson County	A&Jr.	There
28	Great Crossing	A&B	There
FEB. 1	Stamping Ground	A&B	Here
4	Berea	A&B	Here
8	Danville	A&B	There
11	Stanford	A	There
15	Kingston	A&B	Here
18	Wilmore	A&B	Here
22	Great Crossing	A&B	Here
25	Falmouth	A	There

March 3, 4, and 5 - - District Tournament

III

CURRICULUM

University School requires a minimum of 16 units for graduation and permits a maximum of 21 units. Ten units are required as follows:

English	4	
Mathematics	2	(Algebra and general mathematics, or plane geometry)
Laboratory Science	1	(Biology, chemistry, or physics)
American History	1	
Physical Education	1	
Health	$\frac{1}{2}$	
Driver Training	$\frac{1}{2}$	

The following electives are offered:

Speech	Glee Club	World History
Latin	Band	American Government
French	Art	Psychology
Typewriting	Geometry	Solid Geometry
Shorthand	Ancient and Medieval History	Trigonometry
Bookkeeping	Modern European History	

The requirements for admission to the Freshman Class of the University of Kentucky are included in the following statement: "Applicants who are graduates of accredited high schools will be admitted to the University on certificate, provided they have at least 15 units of acceptable work. One unit is the minimum credit accepted in any foreign language, and one-half unit the minimum in any other subject." While the University does not prescribe a pattern of work for admission, it recommends that at least 10 of the units presented be chosen from English, the social studies, mathematics, the foreign languages, and the laboratory science, and that within these 10 units the student offer at least 3 in English, $1\frac{1}{2}$ in algebra, and 1 in plane geometry. Should a student lack any of

these courses as prerequisites for any of his college work, he will be required to take them in college without credit, thus delaying his graduation.

Since the admission requirements of other colleges and universities may differ, it is suggested that you consult the bulletin of the college in question that you might determine your needed sources of study.

IV POLICIES

Any regulation or policy of the Board of Trustees of the University of Kentucky applies to the University School.

Excuses

If you have been absent. On the day you return to school, bring a signed excuse from home stating the reason for your absence. The boys will present their excuses to the Director, the girls to the Dean of Girls.

If the reason given for being absent is a valid one, you will receive a slip marked "excused" which must be signed by each classroom teacher whose class you have missed. Such excuse entitles you to an opportunity to make up the work you have missed.

If the reason given for being absent is not considered a valid one, you will receive a slip marked "admit" which must be signed by each classroom teacher whose class you have missed. An "admit" slip does not entitle you to an opportunity to make up the work you have missed.

If you are tardy. Tardiness is handled by the classroom teacher unless the offense becomes habitual in which case it will be reported to the Director.

If you find it necessary to leave the University School Campus. Under no condition leave the University School Campus during school hours without permission.

If you must leave for an important planned appointment, bring a note from home explaining the reason for the request. The boys will present their notes to Mr. Kemper, the girls to the Dean of Girls who will give you a permission-to-leave slip which must be signed by the teachers whose classes you will miss.

If you must leave unexpectedly, Mr. Kemper or the Dean of Girls will give you permission to leave if your request is deemed valid.

If you need to go to the Bookstore, Kernel Office, Student Union Building, Department of Maintenance and Operations, downtown on special errands, or on any other cases of similar nature, secure an excuse signed by the teacher concerned and the teachers whose classes you will miss.

If you need to use the telephone. Do not use the telephone unless it is absolutely necessary. You must have written permission from a member of the faculty to use the telephone. The only telephone for outgoing calls is in the office of the Director, Room 126.

Smoking

Smoking by pupils of the University School is not permissible in and adjacent to the building.

Announcements

Announcements in regard to daily activities, classes, extra-curricular activities, meetings after school, or other information, are carried on the daily announcement which is circulated through the school each morning.

Use of Building After School Hours

You may not use the building after school hours unless a faculty or group sponsor is present. Application should be made in duplicate 30 days before the room is needed by outside groups or if the University School group needs janitorial service or special lighting or heating. There is a charge for the use of the building by outside groups.

Use of Auditorium or Recreation Room During School Hours

You may sign for the use of these rooms on the prescribed usage form on the bulletin board in the outer office.

Library

Admission to the library. Pupils from study halls or classes who desire to go to the library should sign a library slip, have it approved by the

teacher in charge, take it to the librarian for approval, and remain in the library until the end of the period. The library slip, approved by the librarian, should be returned to the teacher at some time during the period.

Circulation regulations. Library books are checked out for two weeks, and may be renewed once if you have not finished with it. Any pupil owing fines to the library or money for lost books must clear his indebtedness before he is allowed to check out other books.

Fines. A fine of two cents a day is charged for all books beyond the date due, regardless of the reason. Fines are not charged for each day in the weekend. No fine can exceed the cost of the book.

Lost books. All lost books must be paid for by the pupil in whose name they are checked out. The amount charged is the price the library had to pay for the book. If the book is found, a fine is charged from the date due to the date the book is returned to the library. If the book has been paid for, the price of the book minus the fine will be refunded to the pupil.

Conduct. The library is open before and after school and at the noon hour as well as during class time. Pupils who want to study or read may do so. Please remember that there are people who have work to do and try to keep the library as quiet as possible AT ALL TIMES.

Expenditures
of
Class and Organization Funds

Any item purchased by any class, club, or organization must first be approved by the faculty sponsor, and the purchase must be made by a person designated by the sponsor. The purchase must be made according to the method established by the school officials.

At a faculty meeting on June 1, 1953, the following resolution was approved by the Faculty:

Be it resolved by the University School faculty that classes, clubs, class groups, and organizations will not be permitted to take money from their treasuries to buy gifts of any nature for faculty members, student teachers, or sponsors and officers of their organizations.

V

STUDENT ORGANIZATIONS

The University School has two student organizations, the Student Council and the Student Government.

THE STUDENT COUNCIL

The Student Council is a policy making group. It consists of three officers, president, vice-president, secretary-treasurer and two representatives from each home room. The University School Council is affiliated with the National and Kentucky Associations of Student Councils.

Constitution of the Student Council
of
The University School

We, the students of University High School, in order to encourage student leadership, to develop worthwhile activities, to foster a conception of responsibility and self discipline, and to encourage a spirit of cooperation and understanding among the students and faculty, do establish this constitution:

ARTICLE I

This organization shall be known as the Student Council of University High School.

ARTICLE II

Members: The student council shall consist of two members from each class in Senior High School. Two members from each class in Junior High School, and three officers elected at large from the upper three grades. Nominations are to be made by secret ballot. The four students receiving the highest number of votes shall be nominated and the election shall be by secret ballot. A majority vote is necessary to elect. Each student is to have two votes. There shall be one boy and one girl elected from each class as a member of the Council.

ARTICLE III

Section I - Officers: The officers shall consist of President, Vice-President, and a Secretary-Treasurer.

- Section II - The officers are to be elected by popular vote of the upper three grades of the student body. They shall be nominated by secret ballot, each student voting for one person. A minimum of ten votes is necessary to nominate and not more than six nominees will be accepted. If more than six people receive more than ten votes, the top six will be taken. If less than six receive ten votes, that number will be nominated. A person to be nominated for an office must be in the upper three grades of the High School.

ARTICLE IV (Duties of officers)

- Section I - The President shall preside over all meetings, appoint all committees deemed necessary, shall be ex-officio member of all committees and shall not vote unless a tie exists.
- Section II - The Vice-President shall fulfill all duties of the president in the absence of the president.
- Section III - The Secretary-Treasurer shall keep an accurate record of all meetings and shall take care of all correspondence and handle all moneys.

ARTICLE V (Rights and duties of the student body)

- Section I - It shall be the right of every member of the High School to make suggestions to the members of the student council relative to the improvement of the school and any matters dealing with the general welfare of the school.
- Section II - By the adoption of this constitution, it is understood that the members of the student body will abide by the decisions of the council and will cooperate with the council.
- Section III - The code of conduct for the student body shall come from the student body through suggestions and approval of the student body upon recommendation of the council. Once this code is approved, it shall bear the support of the faculty and administration of this school and shall be enforced by the Student Government.

ARTICLE VI (Meetings)

Regular meetings shall be held every two weeks in the place designated by the council. The President shall have the power of calling special meetings at any time deemed necessary by the president and council sponsor.

STUDENT GOVERNMENT

The purpose of the Student Government is to enforce the policies adopted by the Student Council. The membership automatically includes all the members of the upper six grades.

Constitution of the Student Government of The University School

Article I

The name of the organization shall be Student Government of University High School

Article II

The purpose of this organization is to promote a democratic form of government at University High School. It shall be sponsored by the entire student body in order to assist the individual in improving himself and to raise the standard of conduct in the school.

Article III

The membership of the Student Government shall automatically include all the members of the upper six classes.

Article IV

Section 1. There shall be three officers: Presiding Officer, who shall act as head of the Student Government; Assistant Officer, who shall act in absence of the Presiding Officer and assume duties bestowed upon him by the Presiding Officer; Secretary, who shall keep a record of all the proceedings of the Student Government.

Section 2. The officers shall be elected at large from the members of the student body (10-11-12) at the beginning of each school year. They shall serve for a term of one year.

Section 3. A student may be removed from the student body either upon vote of the faculty or recommendation of the Student Council and approved by the Student Government. A two-thirds vote of the Student Government shall be necessary for the removal of any student.

Article V

Section 1. There shall be a Junior High Court and a Senior High Court in order to settle problems in their respective groups.

Section 2. The membership of these courts shall be composed of: Presiding Officer; Assistant Officer; Secretary; and four representatives from each of the three grades governed by that court.

(a) Two representatives are elected by the class to serve the entire year.

(b) The third representative shall be determined by a rotation system based upon an alphabetical roll of the class which omits the names of those already assuming duties of the Student Government.

Section 3. (a) A quorum for the Junior High Court shall be: Presiding Officer; Assistant Officer; Secretary; two-thirds of the junior high representatives, and the faculty advisor.

(b) A quorum for the Senior High Court shall be: Presiding Officer; Assistant Officer; Secretary; two-thirds of the senior high representatives, and the faculty advisor.

Section 4. (a) The courts shall have an official meeting every two weeks.

(b) The Presiding Officer has the power to call a special meeting when necessary.

Article VI

A faculty advisor shall have the power to make the meeting official and comment only when the meeting becomes unconstitutional or when invited to do so by the Student Government Court.

Article VII

An amendment must be presented to the student body and voted on at the meeting following the presentation.

Section 1. There must be a two-thirds vote of the student body to pass the amendment.

Section 2. The by-laws must be passed by a majority of the student body and each must be voted on separately.

Article VIII

The courts shall have the authority to hear and make decisions on violations of the by-laws.

Article IX

The ratification of the constitution must be by two-thirds vote of the student body.

Article X (Violations)

A student shall be reported by the teacher or student who saw the violation. The report shall be made in writing and shall be given to the faculty sponsor of the Student Government and shall be signed by the person making the report. The name of the person making the report will not be given to the Student Government court.

Finances of Student Organizations

You must not commit the school or any organization to any indebtedness without prior approval of the Director or Faculty Sponsor of the organization. All money collected by any organization through its various sources of revenue must be deposited in the office by the proper elected or appointed organization officer. Money to cover organization expenses may be withdrawn by the same officer, with the approval of the Faculty Sponsor. Each organization should keep its own records of finances even though a record of deposits and withdrawals is maintained in the office. Rules governing expenditure of funds are explained under Policies.

VI

CLASS ORGANIZATION

Each class is organized with four officers chosen for ability of leadership. The class advisors for 1954-55 are as follows:

Twelfth Grade	-	Anna B. Peck
Eleventh Grade	-	David C. McMurtry
Tenth	-	Mary West
Ninth	-	Grace Anderson

VII

CLUBS

Citizenship will be an important factor in election and retention of officers in any of the student clubs and organizations.

No pupil will be permitted to hold more than one major and two minor offices at the same time. Presidents and editors are classified as major offices.

National Honor Society

The purpose of this organization is to create an enthusiasm for scholarship, to stimulate a desire to render service, to promote leadership, and to develop character in the students at University High.

You are eligible to membership if you have a scholarship rank in the first fourth of your respective classes and have spent at least one year in University High. Not more than fifteen per cent of any senior or graduating class shall be elected to membership. The election of not more than five per cent of the 11A class may take place during the last month of the sixth semester. The election of not more than five per cent may take place before the end of the seventh semester. The remainder may be chosen during the eighth or last semester before graduation.

National Beta Club

The purpose of this organization shall be the promotion of the ideas of honesty, service, leadership, and citizenship at University High. You are eligible for membership in the Beta Club, if you have achieved an average grade of "C" with no failing grade throughout high school. You must, in the opinion of the Beta Club and the faculty, have exhibited good citizenship and a constructive attitude toward school policies and activities. You must be a member of the senior or junior class. A member of the sophomore class is eligible for membership in the regular election of members in the last month of the school year.

Masque and Gavel

The purpose of this club is to foster interest and provide opportunities for experience in speech and dramatic activities. Membership is based on excellence in such activities plus worthy citizenship as recognized by the group and approved by the faculty.

Y-Teens

Y-Teens is a branch of the YWCA. Membership is open to all girls of the ninth through twelfth grades.

Pep Club

Membership is open to all students. Your application is made by signing the following statement and pledge:

I have attended at least three University High basketball games this year. I promise to attend all home games for the remainder of this year unless excused by the attendance committee.

The parents of each applicant must sign the following:

I understand the rules and regulations of University High Pep Club and agree to allow my child to abide by them.

Sportsman

Membership is open to all boys and is determined by an expressed interest in hunting, fishing and outdoor life.

VIII

STUDENT SERVICES

Health Service

Annual physical examinations are provided by the staff of the University of Kentucky Health Service, but you are encouraged to have such examinations made by your family physician. The Health Service also provides service of an emergency nature and refers them to your physician.

Lockers

Lockers are assigned by the homeroom teachers. Your books and personal equipment may be kept in these and should be kept locked with locks furnished by you. All lockers must be cleaned out by the close of the school year.

Parking

Your permit for parking may be procured in the office. These permits are valid for parking on the tennis court side of the entrance corridor to parking area 11 and may be used in no other location.

Bookstore

You may purchase all text books and supplies for University School classes in the Campus Book Store located in McVey Hall.

Guidance

ACADEMIC. One of the prime purposes of University School is to help you develop good study habits. Study guides and hints are stressed for each pupil according to his own ability and inclination. Individual help with academic problems may be supplied by any member of the staff arranged through the Guidance Counselor.

It should be pointed out that to foster and develop correct attitudes of responsibility for daily classroom performance, daily grades make up two-thirds of the final grade with tests counting only one-third. This is to encourage learning spaced for retention, rather than to encourage cramming to meet the dead line of a test.

EDUCATIONAL. Assistance in choosing the type of institution and general area of study for further training after high school is available. Aptitude and interests are measured by scientific testing, the results interpreted and discussed individually.

Advice concerning College Boards may be obtained when requested by any pupil. The Kentucky Classification Battery tests are given all seniors each spring to predict probable success in various areas of study. Those results have proved very reliable and helpful.

SOCIAL. Personality and adjustment inventory tests are given usually at the ninth grade level and then discussed with each pupil. Problems shown by the tests will be pursued according to individual needs as they are indicated or arise.

VOCATIONAL. The Kuder Occupational Preference test is used at University School to indicate the vocational interests of each pupil, followed in each case by a counseling interview. If further service of this kind is desired, it may

be arranged through the Guidance Counselor with the University of Kentucky personnel department.

IX PUBLICATIONS

U-Hi Lights

Staff appointments are determined by the staff itself. An opportunity is given to all students to become reporters who then obtain permanent status through merit of performance.

Financing is done by advertisements plus specified grants from the activities fund.

The Purple and White

The staff of the annual year book is chosen by the senior class. Responsibility for financing is also assumed by the senior class. Advertising and sales proceeds are the major sources of revenue

X Faculty Committees and Club Sponsors

Convocation Committee	-	Miss Margaret Roser, Chr. Miss Anna B. Peck Mr. William McKenney Mrs. Ruth Osborne
Social Committee	-	Mr. D. C. Kemper Mrs. Stella Gilb Mr. David C. McMurtry
Beta Club	-	Miss Grace Anderson
Student Council	-	Dr. Morris Cierley
Student Government	-	Mr. Leon Porter

Y-Teens	-	Miss Margaret Roser
Annual		
U-Hi Lights	-	Mrs. Elizabeth Taylor
Masque and Gavel	-	Mrs. Elizabeth Taylor
National Honor Society	-	Miss Mary West
Pep Club		
Cheerleaders	-	Miss Phyllis Kloecker
Junior High Pep Club	-	Miss Martha Shipman
Junior High Student Government	-	Miss Alma Carl
Athletic Director	-	Mr. Edward Shemelya
Track		
Swimming	-	Mr. Eddie McNabb
Basketball Ticket Sales	-	Mr. Leon Porter Mr. D. C. Kemper
Tennis Coach	-	Mr. Leon Porter

Home Rooms

Seventh Grade	-	Miss Alma Carl
Eighth Grade	-	Miss Martha Shipman
Ninth Grade	-	Miss Grace Anderson
Tenth Grade	-	Miss Mary West
Eleventh Grade	-	Mr. D. C. McMurtry
Twelfth Grade	-	Miss Anna B. Peck

Additional sponsors will be appointed as necessary

XI

AWARDS

Scholarship

Journalism

The Marguerite McLaughlin Certificate for outstanding service in scholastic yearbook production, good citizenship, and high scholarship.

The Enoch Grehan Memorial Certificate for outstanding service in scholastic journalism, good citizenship, high scholarship and intelligent leadership.

Latin

Eta Sigma Phi Honorary Latin Fraternity Award

Science

Bausch and Lomb

Citizenship

Daughters of American Revolution

College

Transylvania

Activities and Service

Boy's State

Girl's State

Senior Band Key

Pin to senior for superior accomplishment in vocal music

Certificates for excellence in music

Sports

To members of the cheerleading squad cheerleader awards are given on the basis of service and participation during the basketball season.

Athletics

During 1952, the Kentucky High School Athletic Association passed a by-law dealing with athletic awards which reads as follows:

"No more than two sweaters, jackets, or similar articles shall be awarded any player during his high school career."

This will become effective immediately for those winning letters for the first time but will not prevent a third award being made to those who earned a sweater as a sophomore during the past season.

The University School makes awards to participants in six sports each year, namely, baseball, basketball ("A", "B", and "Junior High"), golf, swimming, tennis and track. Sweater awards are given in the sport of basketball for participating on the high school team. The letter for these sweaters is an 8" block U. The letter awards in the various other sports shall be a 6" block U. The manager of the various teams will be awarded the same letter as his team except the letter M will be placed on it. The various qualifications concerned with each award may be learned by consulting the athletic director.

