Handbook
for
Students
of
North Bennington
High School
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Foreword

This handbook is intended to enable you, the students of North Bennington Junior & Senior High School, to become familiar with the curricular and extracurricular activities and affairs of your school.

Divided into five sections - "Daily Procedures", "Academic Information", "Miscellaneous Data", "Extracurricular Activities", and "Honors and Awards" - the handbook aims at giving all students a comprehensive view of NBHS school activities. Each section is alphabetically subdivided for ease of reference.

It is the sincerest hope of the committee that present and future classes of NBHS will find this handbook useful and will endeavor to follow the policies set forth within its pages.

Advisory Committee 1963
Handbook Committee

Alma Mater

NBHS, we adore thee
And we love thy name;
We will always battle for thee,
And uphold thy fame.

And when we depart from thee,
Alma Mater dear,
We will always think of thee
Year after year.

(2)
Part 1. - Daily Procedures

Attendance

When a student is late he must report to the office, where he will be given an admission slip. This slip is to be presented to the teacher of the class or study hall which the student is entering late. The tardy student must go directly to his scheduled class or study hall, not to his home room.

When a student has been absent, he must bring a written excuse from his parents explaining his absence. He does not need to report to the office. An absence slip is presented to him during his first period class in exchange for his written excuse. When a student receives an absence slip because of illness he must be examined by the school nurse, who is on duty each morning until 10:30.

Basement Privileges

Basement privileges in individual classes are handled by the teacher and will be explained by him.

In study hall, the student who wishes a basement pass needs only to place his name on the pad at the desk along with the time he is leaving, and to take the hall permit card with him. Study hall passes should not exceed 5 minutes. When a student returns he merely places the hall permit card back on the desk.

8th period study hall this procedure is followed through the office.

Changing of Classes

Since there is no specific amount of time set aside for the changing of classes, this should be done as quickly and as quietly as possible. Only the stairs by the office are used by the high school at this time. The study hall entrance is the door by the office; the study hall exit is the door by Room D.

Daily Schedule

The daily schedule for N.B.H. S. is as follows:

A. M.

8:00 - students admitted to building
8:30 - 8:35 = home room attendance
8:35 - 9:17 = 1st period
9:17 - 9:59 = 2nd period
9:59 - 10:04 = Recess
10:04 - 10:46 = 3rd period
10:46 - 11:28 = 4th period
11:28 - 12:10 = 5th period
12:10 - 12:40 = Lunch

P. M.

12:40 - 12:45 = home room attendance
12:45 - 1:27 = 6th period
1:27 - 2:09 = 7th period
2:09 - 3:00 = 8th period
2:35 - 3:00 = study hall for those who wish to study; a teacher is in charge.

Everyone must leave the building and go into study hall at 2:35. Some of the grades are still in session. (They have a longer lunch period.)
8th period is an activity period which is used for music classes, physical education, class meetings & assemblies. Students having no scheduled activity for the 8th period attend study hall in their home room or assigned rooms.

Leaving School Grounds
Only those students going to or coming from shop classes have automatic permission to be on school grounds while classes are in session. Anyone else wishing to leave the grounds must receive permission from the principal.

Lunch Period
Grades 7-12 eat lunch in study hall and assigned rooms. All dinner boxes are to be left in the cupboard opposite the sixth grade room. Milk is on sale every noon, but the order has to be given for the week and paid in advance. Hot lunch will be served from about the first of November to the last of March.

Recess
During recess, a student may remain in the room where he has his 3rd period class, in his home room, or in study hall, where candy is on sale. There should be no loitering in the corridors.

Sickness
If a student becomes ill in school, he should notify his teacher, who in turn will notify the principal. Any student who feels ill may go to the nurse's room, where a bed and a bathroom are available. The school nurse is on duty every day of the week until 10:30 A.M.

Study Halls
Unless an individual's class schedule states otherwise, he spends his study periods in Study Hall. Students having no scheduled activity for 7th period attend study hall in their home rooms.
Part 2. - Academic Information

Change of Courses
To change a course, these three steps must be followed:
1. Discuss the proposed change with the principal and the teacher of the course involved and obtain the principal's permission.
2. Submit to the principal written permission signed by a parent.
3. Present a "change of course" slip to the teacher of the class you are leaving and to the teacher of the new class.

Guidance
Students begin their guidance work in the latter part of Grade 8. Decisions must be made at that time about college preparatory or general courses. All freshmen are required to take the Differential Aptitude Test Battery and the Occupational Interest Inventory, and a month or so is spent in Social Studies on the study of occupations for their benefit. In early spring, the remaining three years' work is planned.

Each student works at least twice a year with the Guidance Director. During these conferences such things as, test results and marks are discussed with reference to interests and ambitions. A student in the beginning of the year may find his class standing (generally, a rank in the upper half is needed for college recommendations.)

The Guidance room, adjoining study hall, contains the catalogues of colleges, trade schools, business schools, hospitals, and the armed services, along with vocational and occupational information filed according to the D.Q.I. system. Students should spend at least one period in this room getting acquainted with the material.

Along with the freshman tests, the following national tests are given:
For Grades 9 & 10 = National Education Tests.
For Grade 11 = National Merit Tests.
For Grades 11 & 12 = SAT and College Boards (College Boards are taken at Centers.)
For Grades 9 - 12 = Local Silent Reading, SAT, ACT and subject area tests.

Help Sessions
A person in need of additional instruction in any subject may seek an appointment with the teacher of that subject.

Honor Roll
The honor roll, posted at the end of each marking period, is divided into three parts: all A's, A's and B's, and B average. It is possible for students carrying 5 academic subjects to make the honor roll in any 4 of them. Subjects carrying less than a credit are not considered for the honor roll.
Part 2. - Academic Information (con't.)

Library

After the student has chosen the book, he hands it to the librarian, who is always on duty in study hall. The librarian will register the book out in the borrower's name and will mark the due date on the book.

Books may be taken out for a period of 1 week and may be returned for a renewal period of one week. Students borrowing a book must pay a ten cent fine for each day that the book is overdue.

Books in the school library are arranged according to the Dewey Decimal System under the following topics: Fiction, Science, Biographies, Education, Languages, Literature, Arts, Religion, Business, Philosophy, Journalism and Travels.

Physical Education

Everyone, except seniors in their second semester, is required to attend physical education classes in order to graduate. Boys' classes are held on Tuesdays and girls meet on Thursdays. Standard costume for indoor gym is a white shirt or blouse, blue shorts and sneakers.

Report Cards

Report cards are issued at the end of each of the six marking periods. The following letters are used to show the kind of work being done by the student.

A........... excellent
B........... above average
C........... average
D........... below average but passing
F........... failure

In addition to the letters, the teacher also gives a numerical mark which indicates the pupil's attitude and citizenship. The traits considered are: courtesy, promptness, dependability, cooperation, self-reliance, initiative, thrift, self-control, good sportsmanship, and school service. These numerical marks may be translated as follows:

1........... above average
2........... average
3........... below average

Requirements for High School Diploma

1. Successful completion of sixteen units of credit to include the following:
   4 years of English
   1 year of Math
   1 year of Science
   1 year of Social Studies other than U.S. History
   1 year of Shop or Home Ec. (If not taken in Jr. High)
   4 years of physical education

(2)
Part 2. - Academic Information (con't.)

Note: No subjects receiving less than 1/2 credit are counted toward the 16 credits for graduation except in music. In this case, if a student maintains a B average or better in two musical activities each year over a four year period, then he will be given a full credit, countable toward graduation, at the end of his senior year.

Tests and Exams

During the year, teachers give tests at their own discretion. Mid-year exams, made out by the teachers, are given in January. Everyone must stay in the examination room for at least 1 1/2 hours. Exams are planned for 2 hours, but a person may stay 2 1/2 hours if extra time is needed. There are no formal exams at the end of the year, but Standard Achievement Tests are given at a time decided upon by the individual teachers.

Withdrawal From School

Once a student has enrolled in high school, he is legally required to finish the term. If it is necessary to withdraw, he must contact the superintendent of this school district.
Assemblies

Most assemblies are planned for 8th period on Friday. These assemblies may take the form of musical performances, skits, demonstrations, one act plays, pep rallies, organizational meetings, or other functions. While English classes will be responsible for certain assemblies, any group may sponsor one upon the principal's approval. The Advisory Committee works with the faculty in planning.

Class Meetings

A special time is allotted for organizational meetings at the beginning of the year; all other sessions are held at the convenience of the homeroom teacher and class members.

Dances

School dances are not public dances. Students from schools in the area holding identification cards are automatically invited. Each NBHS student may bring a guest, but he is responsible for that guest. If anyone leaves the dance, he is not allowed to return. The Advisory Committee assists the chaperones in the supervision of the dances.

Air Raid Drill

When you hear a series of blasts of three on the fire alarm, return to your home room. You will receive your "Emergency I.D. Card," and you will be given definite instructions before leaving directly for your home.

Fire Drills

A steady blast of the fire horn is the signal for fire drills. Plans for clearing the building are posted in each room. Exit should be made as orderly and quickly as possible.

State law requires that at least one drill be held each month.

Guests

Guests must be taken to the office and introduced to the principal, who will issue a visitor's pass. A visitor should always be introduced to the teacher of the class he is visiting.

Insurance

Each year an insurance plan is offered through the school. Students participating in athletics or cheerleading, taking shop courses, or planning to travel as part of a school function, are required to have insurance. If the insurance is to be used for a doctor, hospital, etc., the principal should be notified immediately.

Supplies

Paper, pencils, notebook refills, etc., may be purchased in the office from the student on duty.
Advisory Committee

The Advisory Committee, comparable to a student council, serves, as the name implies, as a student group advising the faculty and organizations on general student opinions and the initiation of new procedures.

Members of the committee are selected by each of the six classes. Juniors and seniors have three members; sophomores, freshmen, seventh and eighth grades each have two representatives. The members of the committee select their own officers.

The Advisory Committee generally meets once a week or whenever the chairman or faculty advisors shall deem necessary. If a student wishes to bring up some point before the Advisory Committee, he needs only to ask one of his own class representatives, who will place the matter before the committee at its next meeting.

Athletics

Sports at NBHS are based on a system of student participation and faculty supervision. The Athletic Association handles all aspects of student sports. All participants must become members of the association.

Sports are financially supported by association dues, the annual magazine campaign, and game admission charges.

Membership in the Athletic Association is open to students in the grades seven through twelve.

Eight seasonal sports include soccer, girls' hockey, baseball, cross country, boys' and girls' basketball, track and softball; a year round bowling league; and a student ski club make up the yearly schedule.

Although individual coaches maintain certain specific rules, there are some athletic policies which apply to all sports:

Athletic Policies

1. All students participating in interscholastic athletics must be passing three full-credit courses.
2. All students taking part in interscholastic athletics are required to enroll in the Athletics Accident Insurance Plan and to have their Athletic Association dues paid.
3. All students taking part in athletics must first undergo a physical examination. The absence of a boy or girl from any sport due to serious illness or injury will necessitate a re-examination before the pupil reports for play. The school nurse makes these decisions.
4. If a boy or girl is injured during a practice session or a game, the family doctor will be notified. If he is not available and the injury is one that requires the immediate attention of a physician, the coach will call any available doctor.
5. All participants must travel to and from out-of-town games with the team.
Part 4. - Extracurricular Activities, con’t

Athletic Policies, con’t

(6) In order to play in any game a student must attend school the entire day of the game. Any unusual case must be presented to the principal prior to 8:35 for an a.m. absence and prior to 12:45 for a p.m. absence. All members of an athletic team, except in case of sickness or injury, must be present in school the day following the game. In this case a doctor or the school nurse must check the student.

(7) No boy or girl who is a member of an athletic team shall be allowed to play for any team not connected with the school during the current season of that sport.

Dramatics

The classes’ One Act Plays and the District Play Contest are the major functions of the Dramatics Club. Before they may take part in any dramatics, students must join the Dramatics Club. (Membership is open to senior high students only.)

In One Act Play competition, each class selects and produces its own play and stages it before an audience and a board of judges, who designate the winning play and various acting awards.

Costs for the District Play are selected by the faculty director from all Dramatics Club members who try out. The District Contest is an inter-school contest which eventually leads to a state contest. School attendance for a performance is the same as #6 under Athletic Policies.

Music

The Music Guild is the official music organization of NBHS. Members of the Girls’ Glee Club, a Cappella Choir, Mixed Choir, Band or Majorette Corps must belong to it in order to participate in any musical function open to the public. Once a student has paid his dues, he automatically becomes a member of the Music Guild. Membership is open to all students in both junior and senior high.

Each year, outstanding members of the Music Guild are chosen to represent NBHS at the State and New England Music Festivals. Students aspiring to attend these events should begin early to prepare themselves both musically and co-operatively.

Members of all musical groups receive periodic grades on their report cards. Hardiness and lack of co-operation are indicated in the character mark at the right of the academic mark.

Since no written examinations are given in music, the rehearsals for one week immediately preceding a public performance will constitute a test. Failure to meet this requirement will mean an incomplete mark for the semester or for the school year.

Music Guild members desiring to cut any after-school rehearsal must obtain personal permission from the music director. No second-hand excuses will be accepted. School attendance for a performance is the same as #6 under Athletic Policies.
Part 4. - Extracurricular Activities, con't

**A Cappella Choir**

Requirements for membership:
1. A good sense of pitch.
2. A voice with good blending quality.
3. A sincere desire to study this type of singing.
4. Non-use of tobacco for the sake of the voice and for a better representation of school ideals.

The A Cappella Choir is an after school class of one hour's duration. The Choir meets on Wednesday after school. Members are allowed two absences from rehearsals during the year.

The A Cappella Choir participates in the Christmas pageant and all music festivals when possible. Membership in this group is a very rewarding experience.

**Band**

Class time is Monday's activity period. Members who enter the gym on time, but who are not seated, will be marked tardy. All questions should be asked of the conductor.

Timing will be under the direction of the director and appointed section managers.

All band members are required to take at least eight lessons under a professional teacher. There will be a fee for these lessons.

All instruments must be kept clean and tunable in every part whether school or privately owned. Periodic inspections will be held.

The first band activity, Band Booster Day, is held in October. Previous to this is a parade for publicity. Jopser's Night occurs in November. This includes band appearance inspection and the awarding of prizes. The Variety, exchange concerts, and music festivals make up the other activities, including occasional parades.

**Girls' Glee Club**

Class time is Tuesday's activity period. All members must be in their seats at the beginning of the period; those entering the room any later will be marked tardy.

The Glee Club participates in the Christmas pageant, the Variety, Graduation, and music festivals whenever possible.

**Majorettes**

Majorettes, like the color guard and drum major, participate in all band activities and must receive at least eight lessons from a professional teacher. Practice sessions for majorettes are after school classes of one hour.

Candidates for the majorette corps must be at least from grade seven and of average height.

**Mixed Choir**

All rules pertaining to Girls' Glee Club also apply to members of the Mixed Choir. Classes are held during Wednesday's activity period.
School Newspaper

The "Spectator," H.B.S.'s school paper, is printed about six times a year. Each spring a new staff is chosen. There is usually a sharp demand for artists, photographers, feature writers, and reporters.

Journalism classes are held for staff members.

The "Spectator" is a member of the Columbia Scholastic Press Organization, and is judged annually as to content, style, appearance, grammar usage, and headlining. "Spectator" attempts to forge the strongest possible bond between school and community.
Part 5. - Honors and Awards

The list of awards and scholarships available to outstanding high school students is practically endless. The following, however, are usually presented annually at NBHS and for the most part do not entail interscholastic competition.

Orion Award - for four years of outstanding work in music.

Balfour Award - awarded to the senior student displaying outstanding scholarship, loyalty and achievement.

Boys' and Girls' State - Each year, representatives from the Junior Class are chosen by their classmates to represent NBHS at Boys' State and Girls' State. All nominations must be approved by the faculty.

"Butch" Miles Basketball Award - awarded to a senior member of the NBHS boys' basketball team. The committee, basing their choice on "ability, cooperation, sportsmanship and steadfastness," consists of the principal, basketball coach, and the highest ranking girl officer in the NBHS Athletic Association.

D.A.R.E. Award - presented to a senior girl and a senior boy for outstanding citizenship. They are selected by the faculty and the members of the senior class.

D.A.R.E. Gr. 8 Medal - awarded to the boy or girl who has the highest scholastic average in Grade 8 Social Studies.

Roper Award - given to the senior girl or boy making the greatest scholastic improvement over the four year period.

NBHS Homemaking Award - awarded to the senior girl who has taken two years of Home Economics and who receives the highest score on the Betty Crocker test.

NBHS Letters - A large blue and white 'MB' - for athletics, or a music letter is given to a student the first year he passes the requirements in one of the following areas. A student may receive only one athletic letter and one music letter.

Athletics:

An 'MB' letter is awarded the first year a student completes varsity requirements in any sport. Thereafter, the student will receive an emblem for any sport he participates in and a bar for each year after the first year that he participates in the same sport.
Part 5 - Honors and Awards, con't

Dramatics:
A dramatics award, to be placed on an 'MB' letter, is presented to a student who has been active in dramatics for two years.

Music:
A student earns a music letter the first year he maintains a high B average in any musical activity. For the second and third years he receives a music certificate, and if he maintains a high B average in a musical activity for four years, he receives a medal.

School Newspaper:
An award which may be placed on an 'PB' letter is given to staff members of the "Spectator" who are deemed worthy by the faculty advisor.
Pro-merita - an honor conferred upon members of the Senior Class who have maintained a B average or better over the four year period.
UVM Scholarships - awarded to the highest ranking boy and girl of the Senior Class who meet University of Vermont entrance requirements.

Hershaft Lions Athletic Award - Three senior boys and three senior girls are nominated by the coaching staff of No. Bennington High School. These people must excel in sportsmanship, citizenship, athletic ability and leadership. By a plurality vote the members of the N.S.A. Athletic Association determine the winner of the award.

Hershaft Lions Scholarship Award. 1) A sum of money is granted to the graduating senior who has the highest scholastic rank for 4 yrs. and has been accepted by a college, university or school of higher learning having at least a 2 year course. 2) A small sum of money is given to the person in the eighth grade who has the highest scholastic rank for eighth grade.

Model U.N. - Bennington Rotary sends a member of the Junior Class to the Model U.N. at Plymouth, New Hampshire each year. The choice is made by the faculty based on proficiency in the study of government and civics and the ability to take active part in discussions.

Civic Education Workshop - Members of the Junior Class are selected by faculty on the basis of proficiency in Social Studies and ability to take active part in discussion.
### North Bennington High School
**Program of Studies 1963-1964**

<table>
<thead>
<tr>
<th>Freshmen:</th>
<th>Credits</th>
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<td><strong>Required</strong></td>
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<tr>
<td>English</td>
<td>1</td>
</tr>
<tr>
<td>Alg. 1 (General or col.)</td>
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</tr>
<tr>
<td>Home Ec. or Shop (for girls or boys who have not had it in Jr. High)</td>
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<tr>
<td><strong>Physical Ed.</strong></td>
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<td>Gen. Science</td>
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<tr>
<td>Shop</td>
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<tr>
<td>Home Ec.</td>
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<td>Civics</td>
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<tr>
<td>Band</td>
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<tr>
<td>Glee Club</td>
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<td>Earth Science</td>
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<td>French 1</td>
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<td>English</td>
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<tr>
<td>Physical Ed.</td>
<td>1/5</td>
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<tr>
<td><strong>Electives</strong></td>
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<tr>
<td>Shop</td>
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<tr>
<td>Voc. Home Ec.</td>
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<tr>
<td>Biology</td>
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<td>Pl. Geometry</td>
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<td>W. History</td>
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<td>French 2</td>
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<td>American History</td>
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<td>1/5</td>
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<td>Glee Club</td>
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<td>English</td>
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<tr>
<td>Am. History (if not taken Jr. year)</td>
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<tr>
<td>Physical Ed.</td>
<td>1/5</td>
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<tr>
<td><strong>Electives</strong></td>
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<td>Bookkeeping</td>
<td>1</td>
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<tr>
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<td>Shop</td>
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<tr>
<td>Physics</td>
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<tr>
<td>Senior Math (solid &amp; Trip etc.)</td>
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<td>French 2</td>
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<td>Band</td>
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<td>Glee Club</td>
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<td>Office Practice</td>
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<td>Social Studies 12 (Psychology, etc.)</td>
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<td>French 4</td>
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<tr>
<td>mech. Drawing</td>
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<tr>
<td>Latin 2</td>
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Subjects given on alternate years: Latin 1 and Latin 2.

Typing will have to be taken before the Senior year if you wish to take Office Practice.