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Student
HANDBOOK
1938-1939

STUDENT HANDBOOK

Saint Mary's School

and

Junior College

Raleigh, N. C.

1938 - 1939



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Student Government Association

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Welcome



On behalf of the Saint Mary's Student Body, I welcome you to our school. We hope that you will enter into the spirit of Saint Mary's and into our fun and routine and make everyone as happy as we shall try to make you.

Our system of student government is still young, and we need all your help to make it grow. We trust you will find the regulations in this book clear, and that in doing your best to carry them out, each of you will become an effective part of the Student Government Association.

HELEN MONTGOMERY, *President,*
Student Government Association.

FOREWORD

In the spring of 1937, and at the instigation of the Faculty, the Student Body of Saint Mary's School voted for a reorganization of Student Government that would have as its framework and spirit an extension of the Honor System to include all phases of student conduct. This adoption of Student Government based on the Honor System was motivated by the students' honest belief that self-government guided by rigid honesty was the most intelligent and pleasant method of administering a well-ordered society. During the year that this new plan has been in operation, there have been a sufficient number of difficulties and discouragements to convert the original "beliefs" into deep and stalwart convictions, convictions that are synonymous with principles. A single year of such Student Government has made the whole student body jealous of this privilege of governing themselves; consequently, they regard a violation of Regulations as an attack on and as dangerous to Student Government, and naturally punish it promptly, justly and appropriately.

But more important and significant than simply maintaining Student Government is the attitude that has been developed within the student body toward the single idea on which the whole Student Govern-

ment is built: HONESTY. Here a girl's word is her bond. When questioned officially, whether in the classroom, on the athletic field, or anywhere else, a girl is *expected* and *required* to be *rigidly truthful*. Obviously, *honesty of word* is but a mockery unless accompanied by *honesty of action*. Defined simply, cheating is securing information at a time and in a manner that is not permitted. Stealing is taking and keeping, without permission from the owner, anything that belongs to somebody else. Thus, *lying*, *cheating*, and *stealing* are three of the worst violations of the Honor System, and may be punished by Dishonorable Dismissal from the school.

The contribution of Saint Mary's School to the growth and development of a girl's character cannot be summed up in the mere words of this or that particular code. The Constitution and Regulations of Student Government, the accumulation of 96 years of tradition, the atmosphere of the School's stately lawns and buildings, the lasting achievements of past Administrators and students, and the high purpose and scholastic standing of the school all mingle into a single force that indelibly leaves its mark on every Saint Mary's girl. It is the duty of every girl to guard and cherish this heritage jealously!

CALENDAR FOR 1938-39

97th Annual Session

1938

September 12, Monday :

Faculty assembly ; Registration and Classification of Day Students.

September 13, Tuesday :

New Resident Students report.

September 14, Wednesday :

Returning Resident Students report ; Registration and Classification of Resident Students ; Placement Tests for New Students.

September 15, Thursday :

Opening Service of Advent Term.

November 1, Tuesday :

All Saints : Founders' Day.

November 24, Thursday :

Thanksgiving Day.

December 17, Saturday :

Christmas Recess begins.

1939

January 2, Monday :

Resident Students report.

January 30, Monday :

Easter Term begins.

February 22, Wednesday :

Ash Wednesday—Lent begins.

March 15, Wednesday :

Spring Recess begins.

March 21, Tuesday :

Spring Recess ends, 9:45 P.M.

April 7, Friday :

Good Friday.

April 9, Sunday :

Easter Day.

May 13, Saturday :

Alumnæ Day.

May 27-30 :

Commencement Season.

**OFFICERS OF THE STUDENT GOVERNMENT
ASSOCIATION FOR 1938-39**

President.....Helen Montgomery
First Vice President.....Sarah Sawyer
Second Vice President.....To be elected
Secretary.....To be appointed by the President
Honor Council Members.....To be elected

STUDENT PETITION

We, the students of Saint Mary's School, wishing to make permanent and specific the Student Government which has previously been granted us, and to maintain the dignity and honor of such a Government, do petition the President of the School for legislative and executive powers for continuing and enlarging our responsibility for the conduct of students in matters not strictly academic, and do ask permission to frame a constitution embodying such laws as will be necessary for the Government.

MARY LOUISE RIDDICK,
President of the Student Body, 1937-38.

HELEN MONTGOMERY,
President of the Student Body, 1938-39.

May 28, 1938.

REPLY OF THE PRESIDENT

The President of Saint Mary's School and Junior College is heartily in accord with the desire of the Student Body to assume responsibility for the conduct of individual students in all non-academic matters. Therefore she grants permission to the appointed officers of the Student Body to construct a Constitution which shall contain such laws as will regulate points specified in the Student Petition, with the understanding that this Constitution shall be submitted to the President for formal approval by her and a Committee of the Faculty.

(Signed) MARGARET CRUIKSHANK,

President.

June 1, 1938.

CONSTITUTION OF THE STUDENT GOVERNMENT ASSOCIATION

Whereas we, the Students of Saint Mary's School and Junior College, do wish to assume the responsibility for striving to uphold the principles of honor and self-reliance, to promote successful group living, and to protect life and property, we do hereby organize ourselves with the coöperation of the Faculty into an association.

Article I—Name

This organization shall be called the Student Government Association of Saint Mary's School and Junior College.

Article II—Purpose

The purpose of this organization shall be to regulate student conduct; to promote self-control, responsibility, loyalty, and honor among the students and to the school; to maintain a spirit of coöperation between students and Faculty; and to further in every way possible the best interests of Saint Mary's.

Article III—Membership

SECTION 1. Every student while enrolled in Saint Mary's School shall be a member of the Student Government Association.

SEC. 2. Every member shall be responsible for familiarity with the Constitution and By-Laws of the Student Government Association and with all Student Government Regulations.

Each student after entering Saint Mary's shall be required to sign the following statement:

I have read the Student Government Handbook of Saint Mary's School, and I accept the responsibility for knowing the contents of this Handbook, including the Constitution and By-Laws of the Student Government Association.

Article IV—Officers

SECTION 1. (a) The principal Student Government officers, serving for one year, shall be the following: A President, elected from the incoming Senior Class; a First Vice President, elected from the incoming Senior Class; a Second Vice President, elected from the incoming Junior Class; a Secretary, elected from the Honor Council; a President of the Day Students, elected by them.

(b) There shall also be the following officials: The President of each class, the Vice President of the Day Students, two Representatives to the Honor Council from the Senior Class, three Representatives from the Junior Class, one Representative from the Sophomore Class, a Chief Marshal and four Assistant Marshals, a Hall President from each hall.

SEC. 2. (a) The duties of the President shall be:

(1) To preside over all meetings of the Honor Council and of the Student Government Association.

(2) To preside over the election of the President of the Day Students and the elections of the Class Presidents.

(3) To appoint the Committee on Constitution and the Grounds Committee.

(4) To serve on the Legislative Body.

(5) To call all Honor Council and general Association meetings.

(b) The duties of the First Vice President shall be:

(1) To perform the duties of the President in her absence or at her request.

(2) To act as chairman of the Committee on Constitution.

(3) To serve on the Honor Council.

(4) To act as Chairman of the New Girl Training Committee.

(c) The duties of the Second Vice President shall be:

(1) To have charge of the functioning of all minor committees.

(2) To notify all members of the Honor Council of the time and place of meetings.

(3) To serve on the Honor Council.

(d) The duties of the Secretary shall be :

(1) To record the proceedings of all meetings of the Association.

(2) To record the proceedings of all meetings of the Honor Council.

(3) To keep records of all cases brought before the Honor Council and of all decisions made.

(4) To write all Honor Council reports and to send all Honor Council notices.

(5) To act as secretary to the President of the Association.

(e) The duties of the President of the Day Students shall be :

(1) To serve on the Honor Council.

(2) To keep the Day Students informed of Student Government activities.

(3) To call and preside over meetings of the Day Students.

(f) The duties of the Vice President of the Day Students shall be :

(1) To perform the duties of the President in her absence.

(2) To serve on the Legislative Body.

(g) The duties of each Class Representative shall be :

(1) To represent her class on the Honor Council.

(2) To encourage within her class an active co-operation with the principles of Student Government.

(h) The duties of the Chairman of the Hall Presidents Committee shall be :

(1) To call and preside over all meetings of the Hall Presidents.

(2) To keep records of the minor offenses of each girl, and to see that she is notified of the automatic penalty.

(i) The duties of each Hall President shall be :

(1) To call and preside over meetings of her hall.

(2) To enforce Dormitory Regulations on her hall.

(3) To grant such dormitory permissions as are deemed advisable.

(j) The duties of the Chief Marshal shall be :

(1) To make a chart of the duties of her Assistant Marshals.

(2) To drop a handkerchief to mark the final dismissal of students at the close of the school year.

(k) The duties of the Assistant Marshals shall be :

(1) To act as ushers for Chapel Services and other formal occasions of the School.

(2) To maintain order in Chapel lines, Chapel rehearsals, and Student Body meetings.

Article V—Honor Council

SECTION 1. There shall be an Honor Council of the Student Government Association composed of the following members: The President of the Association; the First and Second Vice Presidents of the Association; the Class Presidents; the President of the Day Students; from the Senior Class two Representatives;

from the Junior Class three Representatives, one of whom shall be a Day Student; from the Sophomore Class, one Representative.

At the beginning of each school year the returning members of the Honor Council for the preceding year, together with such Student Government officers as have been already elected, shall act as a temporary Honor Council to serve until the new Council members shall have been elected.

SEC. 2. It shall be the duty of the Honor Council to determine the guilt or innocence of any student accused of a major infraction of the Honor System.

SEC. 3. Action of the Honor Council on all cases involving a major offense shall be deferred until the Faculty Advisory Committee to the Honor Council has had an opportunity to report.

SEC. 4. The Honor Council shall have the power, at its discretion, to summon before it any committee or member of the Association, to require testimony from any member of the Association, and to inflict penalty for refusal to testify.

SEC. 5. In cases where a student confesses her guilt, the Honor Council shall send to the Executive Committee of the Faculty a statement of the nature of her offense and a recommendation of penalty.

SEC. 6. In cases where the Honor Council, in spite of a student's denial, finds her guilty of a major offense, it shall send with its recommendation of penalty to the Executive Committee of the Faculty a formal statement signed by two-thirds of the members of the Honor Council. This statement shall give

the nature of the testimony and the names of the witnesses. Such signed statements shall be presented to the accused if demanded by her.

SEC. 7. In all cases tried or reviewed before the Honor Council, the accused student shall be heard personally in her own defense before penalty is recommended, unless she shall with the approval of the court in question choose to send to the body a written statement or a representative.

SEC. 8. The Honor Council shall submit to the President of the School at the time of Student Government elections suggestions for one of the Faculty members to serve on the Legislative Body.

SEC. 9. The Honor Council, after consultation with the President of the School, shall pass on all organizations petitioning for a place on campus. The organization shall submit its constitution or its purpose to the Honor Council for acceptance.

SEC. 10. From the ten girls nominated by the Faculty, the Honor Council shall by secret ballot elect six to be awarded School monograms. (The votes of the Honor Council shall be counted by the President of the School.)

Article VI—Legislative Body

SECTION 1. There shall be a Legislative Body of the Student Government Association composed of seven members of the Faculty and fifteen students. The Faculty members shall include the Dean of Students, the Assistant to the Dean, the chairman of the Faculty Advisory Committee to the Honor Council, and four others, appointed by the President of the School.

Rotating order shall be observed whereby two new members come in each year. Suggestions for one of these may be submitted each year by the Honor Council. The student members shall include the President of the Student Government Association; the Vice President of the Day Students; six class representatives, one elected from each class; the Editor of the Handbook, appointed by the Honor Council; and the Class Presidents. Of these, the Editor of the Handbook and the Class Presidents shall be non-voting members.

SEC. 2. This Body shall have the legal power to pass upon suggestions submitted in the form of petitions from students in regard to social and dormitory regulations. It is also in the power of this Body to initiate legislation pertaining to the social and dormitory regulations. (It is in the power of the President of the School to approve or veto all regulations passed by this Body.)

SEC. 3. The officers of this Body shall be as follows:

(a) The Chairman shall be elected by the voting members from the Faculty representatives. It shall be the duty of the Chairman to call and preside over meetings, appoint committees, and perform the general duties of a chairman.

(b) The Secretary shall be elected by the voting members from the class representatives. It shall be her duty to notify members of the meetings, to write minutes, to keep permanent records of all petitions, and to perform general secretarial duties.

SEC. 4. The first regular meeting shall be held before the first of November, at which time officers of this Body shall be elected, the program of the year discussed, and any desired committees appointed. The second regular meeting shall be held the first week after mid-year examinations. The last regular meeting shall be held not later than the first week in May. Special meetings for unfinished business may be called by the Chairman at her discretion.

SEC. 5. There shall be a committee appointed by the Chairman of the Body to edit and classify all petitions. The Junior Class representative shall be the chairman of this committee.

SEC. 6. The procedure for petitioning shall be as follows: Before Christmas vacation of each school year, petitions signed by three or more students may be submitted to a class representative, by whom they will first be edited and then submitted to the committee on petitions. These petitions in their final form shall be posted at least three days before the mid-term meeting of the Legislative Body.

SEC. 7. A measure may be passed only by a two-thirds majority of all voting members.

SEC. 8. (a) After the last meeting, the measures passed by the Legislative Body and approved by the President of the School shall be announced by the Chairman of the Body at a general Association meeting, shall be posted on the Association bulletin board, and shall be printed in the Handbook for the following year. At the same meeting at which the announcements are made, the Chairman shall explain the rejection of any petition or petitions which failed to be passed and approved.

(b) Legislation shall ordinarily become effective during the next school year after its passage and approval. If, however, there should arise a situation which, after serious consideration, is recognized by a two-thirds majority of the voting members as an emergency, then new legislation may become effective at any date decided upon by the Body and approved by the President of the School.

Article VII—Committees

SECTION 1. There shall be a Faculty Advisory Committee to the Honor Council.

(a) This committee shall be composed of a Chairman and two other Faculty members appointed by the President of the School.

(b) The duties of this committee shall be to act as advisers to the President of the Student Government Association and to the Honor Council.

SEC. 2. There shall be a New Girl Training Committee.

(a) This committee shall be composed of the First Vice President of the Association as chairman, and the old girl members of the Senior Class.

(b) The duties of this committee shall be to supervise new girl orientation, and to hold classes in which the new girls shall be trained to become informed and coöperating members of the Association.

SEC. 3. There shall be a Dormitory Committee.

(a) This committee shall be composed of the Hall Presidents, who shall elect as their adviser one of the members of the Faculty Advisory Committee to the Honor Council.

(b) The duty of this committee shall be to have charge of dormitory reports.

SEC. 4. There shall be a Nominating Committee.

(a) This committee shall be composed of one Senior appointed by the President of the Senior Class, two Juniors appointed by the President of the Junior Class, one Business Student appointed by the President of the Business Class. The President of the Student Government Association shall act as an *ex officio* member.

(b) The duty of this committee shall be to nominate the officers of the Student Government Association as provided in Article VIII.

SEC. 5. There shall be a Social Committee.

(a) This committee shall be composed of a chairman and two other Seniors appointed by the President of the Senior Class.

(b) The duties of this committee shall be to appoint hostesses and pages for all occasions when they are needed, to have charge of the date room, and to enforce the observance of bounds (see Student Regulations, E, 3) for dates on campus.

SEC. 6. There shall be a Committee on Constitution.

(a) This committee shall be composed of the First Vice President of the Association as chairman, two students appointed by the President of the Association, and two Faculty members appointed by the President of the School.

(b) The members of this committee shall hold monthly meetings in which they shall study the Constitution and prepare recommendations for needed revisions.

SEC. 7. There shall be a Handbook Committee.

(a) The Editor of the Handbook, elected by the Honor Council, shall serve as chairman and shall choose her own committee, including a Faculty adviser.

(b) The duty of this committee shall be to edit the Student Handbook.

SEC. 8. There shall be a Student Drive Committee.

(a) This committee shall be composed of a chairman appointed by the President of the Association, two to four members appointed by the chairman, and a Faculty adviser agreed upon by the President of the School, the President of the Association, and the chairman of the committee.

(b) The duties of this committee shall be to arouse student interest in a definite project for the school, and to promote student support of this project.

SEC. 9. There shall be a Grounds Committee.

(a) This committee shall be composed of a chairman and two other members appointed by the President of the Association.

(b) The duties of this committee shall be to encourage and take an active part in beautifying the grounds and keeping them orderly.

Article VIII—Elections

SECTION 1. (a) Before a report has been made by the Nominating Committee, suggestions signed by three or more students may be submitted to this committee.

(b) All nominations must be approved by the President of the School.

(c) Nominations for each officer elected by the general Association must be posted on the Association bulletin board at least two days before the election.

SEC. 2. Procedure for general Association elections shall be as follows :

(a) Elections shall be carried by a simple majority unless there are more than two nominees, in which case there must be preferential voting. The President of the Association shall not vote except in case of a tie.

(b) Balloting shall be held at a time and place specified by the President of the Association, and each student shall vote in secret and cast her ballot alone. All ballots must be written and signed, and there shall be no absentee voting. Ballots shall be counted by the President of the Association and the Presidents of the Senior and Junior Classes. The results shall be announced, and then posted on the Association Bulletin Board. The Polls Captains shall be appointed by the ballot counters.

(c) In case of vacancies in major offices, there shall be special elections to fill them.

SEC. 3. (a) The following student officers shall be elected in the spring to serve for the next school year :

(1) President of the Student Government Association.

(2) First Vice President of the Student Government Association.

(3) Marshals.

(4) Editors of publications.

(5) President of the Young People's Service League.

(6) Presidents of the Athletic Associations.

(b) These elections shall be held in the order in which they are listed above.

(c) All of these elections must be completed by the fifteenth of April.

SEC. 4. The Second Vice President and other Association officials whose elections are not provided for above (Article VIII, sec. 3) shall be elected during the first six weeks of the school year to serve for that year.

SEC. 5. (a) The President and Vice Presidents of the Association shall be nominated by the Nominating Committee and elected by the Association.

(b) The Secretary of the Association shall be elected by the Honor Council from the members of the Council.

(c) Each class shall elect its Representatives to the Honor Council and the Legislative Body.

(d) The Marshals shall be elected in the following manner: From a list of the registered incoming Seniors, each member of the Association shall vote for five girls. The one receiving the highest number of votes shall be the Chief Marshal, and the four with the next highest numbers of votes shall be the Assistant Marshals.

The newly elected Marshals shall go into office on Easter Sunday.

(e) Hall President elections shall be held each semester in the following manner: The names of two girls nominated by the hall teacher shall be posted on the hall for twenty-four hours, and then voted on by the girls of the hall.

A temporary Hall President to serve for the first month of the school year shall be appointed by each hall teacher.

Article IX—Meetings

SECTION 1. (a) A formal meeting of the Association shall be held during the first week of the school year, at which time regulations for student conduct shall be read, and the importance of the Handbook emphasized.

(b) A meeting may be called at any time by the President. A special meeting shall be called by her at the written request of five members; the object of such a meeting must be stated in the request.

(c) Two-thirds of the members of the Association shall constitute a quorum.

(d) Unless otherwise herein provided, a majority vote of a quorum shall be binding.

SEC. 2. Weekly meetings of the Honor Council shall be scheduled to be held at a time decided upon each year by the Council. However, it shall be within the discretionary powers of the President of the Association to dispense with the weekly meeting when there is no business to be transacted.

SEC. 3. (a) Regular meetings of groups of new girls shall be held during the first month of the school year for a course in new girl training. The time of these meetings shall be decided upon by the Second Vice President.

(b) Attendance of new girls at these meetings shall be compulsory.

SEC. 4. All business of the Association shall be conducted according to Roberts' *Rules of Order Revised*, provided they are not inconsistent with the By-Laws of the Association.

Article X—Amendments and Revision

An amendment or revision of the Constitution or By-Laws may be proposed by the Committee on Constitution or by any member of the Association, and must be presented in writing to the President of the Association. The proposed amendment or revision shall be posted on the Association bulletin board for at least one week before being voted on. Voting shall be conducted by the polls system described in Article VIII, sec. 2. The amendment or revision shall go into effect upon acceptance by a three-fourths majority vote of all the members and approval by the President of the School.

Article XI—Interpretation

All questions of interpretation of this Constitution shall be referred to the President of the School, whose decisions shall be final.

STUDENT REGULATIONS

I—Campus Regulations

A. DORMITORY REGULATIONS

1. Hall bell at 10:00 p.m. is the signal for each girl to go to her own hall.

2. Room bell at 10:10 is the signal for each girl to go at once to her own room and remain there.

3. On Saturday each girl remains on her own hall from 2:00 until 3:00 o'clock to clean her room.*

4. On Sunday each girl remains quietly in her own room during quiet hour, which lasts from 2:00 until 3:30.†

5. Quiet must be observed during all study hours. (9:00 a.m.-1:00 p.m.; 1:45 p.m.-3:45 p.m.; and 7:45-9:45 p.m.)

6. There must be no noise on the halls after room bell or before 7:00 a.m.

7. Each girl shall spend study hours quietly in her own room, or in the library.

(a) When a small group of students is making up afternoon study hall, they are requested to sign up for study from 4 to 6 in Miss Tucker's office. This studying may be done either in the Library or in the study hall.

(b) Students may study in the classrooms, provided that they leave them in order.

*If rooms are straightened, anyone may receive permission from hall presidents or hall teacher to spend clean-up hour on Saturday in the Library.

†Seniors may spend quiet hour on Sunday in the Library.

(c) When *all* students are making up afternoon study hall, they may study in their own rooms.

(d) Students are not allowed to visit other rooms during any study hours unless for the purpose of studying.

(e) No one on the student deficiency list may play a radio during evening study hall.

8. **DO NOT DISTURB:** This sign is given to each girl and *Must Not* be crossed.

9. All students are requested to wear soft bedroom slippers instead of mules.

10. Inspection of rooms.

(a) Except on Saturday and Sunday, rooms are to be ready for inspection each morning by 8:30.

(b) On Saturday afternoon at 3:00, rooms are to be given special inspection. On Saturday morning bedclothes must be removed from beds and neatly folded, leaving beds to air.

(c) On Sunday the rooms are to be ready for inspection by 10:00 a.m.

11. Students are asked to help keep all rooms, halls, and the campus clean *at all times*.

12. Students may spend Saturday night out of their rooms with permission from their hall teacher or hall president. (Sign up with Miss Davis.)

13. Underclassmen Halls: Light bell at 10:30 for each room except that of hall president, where lights may remain on until 10:40.

14. Upperclassmen Halls: Light bell at 11:00 o'clock for each room except that of hall president, where lights may remain on until 11:10.

15. All reports made by the students will be taken care of by the chairman of the Hall Presidents.

16. All hall reports are made either to the Hall President's Report Box or to the President of the Student Body.

B. CHAPEL AND ASSEMBLY

1. Chapel service is held on Tuesday, Thursday, and Saturday mornings at 8:35 and Friday nights after dinner. There will be no Assembly on Tuesday, Thursday and Saturday mornings, but every student is expected to go immediately to Chapel and take her assigned place.

2. Student assembly in the auditorium is held at 8:30 a.m. on Wednesdays and Fridays.

C. LIBRARY

1. The library is open from 8:30 a.m. to 9:45 p.m.

2. Students are expected to sign their names on the yellow sheet at the desk.

3. Bound and current magazines and all reference books are to be used in the library only.

4. Open Air reading room:

(a) To take a book to the Open Air reading room, a student must sign O opposite her name on the book card.

(b) To take a magazine to the Open Air reading room a student must leave a slip on the spindle at the desk.

5. Books may be used in the first floor classrooms of the library building when the library is crowded.

6. Current magazines are arranged alphabetically on the racks, and back numbers may be secured from the librarian.

7. Reserve Books :

(a) Reserve books are for use in the library only.

(b) For courtesy, students are asked to take only one reserve book at a time and to keep it only two hours.

(c) All students must replace each card in its book and the book on the shelf as soon as it is out of use.

(d) Reserve books may be taken out at 9:45 p.m. and returned before 9:00 the next morning on week days.

(e) Reserve books may be taken out at 9:45 Saturday night and kept until 7:45 p.m. Sunday.

(f) *No student may take a reserve book from the shelf or the library without leaving its card, signed, at the desk.*

8. Fines :

(a) A fine of five cents a day is charged for each two-weeks book overdue.

(b) When the book is one week overdue, the fine is automatically increased 50 per cent.

(c) On each overdue *reserve* book, a fine of twenty-five cents for the first hour and five cents for each additional hour is charged.

(d) No book on which a fine is due may be renewed.

(e) No student owing a fine may check out any book until the fine is paid.

(f) If a fine has not been paid within a reasonable length of time, or on the last day of the month, a

messenger will be sent to collect the fine. For this messenger service, an additional charge of ten cents is made.

9. No food, ink or paste may be brought into the library.

10. *The library must be kept quiet at all times to insure concentration.*

D. USE OF TELEPHONES

1. Calls may not be made during school hours, during study hours, or after 10:00 at night.

2. Students are not called to the telephone during school or study hours except for emergencies.

3. Miss Tucker's telephone in East Rock is open to students from 4:00 to 6:00 p.m. on week days *for incoming calls.*

(If students use this telephone at any other time than specified, this privilege may be taken away.)

4. The telephone in Miss Sutton's office, East Rock, is opened only to day students.

5. Pay telephones are not available during school hours, during study hours, or after 10:00 at night.

E. SMOKING

As we consider smoking detrimental to adolescent girls, such as compose the majority of the group, we expect every Saint Mary's girl to refrain from smoking so long as she is under our regulations. We call particular attention to the fact that we do not expect a Saint Mary's girl to smoke in any drug store nor in any rest room. Each student is put upon her honor to abide by this ruling. If any girl in our group is

unwilling or unable to conform to our point of view, we do not expel her, but we ask her to change to some school in which smoking is permitted.

1. Smoking is permitted in public places only when a student is out with her own parents.

2. A student may smoke in private homes in Raleigh when out visiting if the hostess does not object.

3. When a student is invited out, she may smoke in the automobile of her hostess if the hostess does not object.

II—Off Campus Regulations

A. TOWN

1. Week-day permission must be filed at Miss Davis' desk immediately after lunch, except on Tuesdays and Thursdays. On these days permission slips are signed in Miss Tucker's office. (Subject to variation.)

2. Permissions for Saturday must be filed by 1:00 p.m. Saturday; for Sunday by 6:00 p.m. Saturday.

3. All students are asked to be suitably dressed when they leave the school at any time.

4. Seniors:

(a) Seniors may have four town permissions per week from 3:45 until 6:00 for shopping. One afternoon may be used for movies and shopping from 2:45 until 6:00.*

(b) Seniors may sign in the Senior Book for afternoon town leave.

(c) Seniors may go down town or to the movies without a chaperon, provided two students go together.

*One town privilege will be forfeited each week if scholarship is unsatisfactory. This applies to all students.

(d) Seniors may have lunch and movies permissions for Saturday from 1:00 to 6:00, twice a month.

6. Juniors :

(a) Juniors may have town privileges any three days of the week other than Saturday.*

(b) Juniors may go to the movies one afternoon each week in groups of not less than two, provided class work is satisfactory.

(c) Junior Hall Presidents and Junior Honor Council members may go to lunch and movies once a month.

(d) Juniors may sign the "town sheet" (placed out each day on the parlor table) for shopping or movies.

(e) These Junior privileges apply to business students who have graduated from High School.

7. Underclassmen :

(a) Underclassmen may have town permission Monday morning or Monday afternoon.

(b) Hall Presidents and Honor Council members who are in high school may go to town one afternoon a week besides Monday.

(c) Underclassmen may sign on "town sheet" for Monday shopping. For leaving campus at other times permission slips must be obtained.

8. Students may go to the movies on Saturday nights with a chaperon.

B. LITTLE STORE

1. The Little Store includes *only* those stores opposite Saint Mary's and the store at the Boylan Apartments.

*One town privilege will be forfeited each week if scholarship is unsatisfactory. This applies to all students.

2. All students are allowed to go to the Little Store any week day. This privilege must not be abused.

3. Each student must sign in the Little Store Book her time of leaving and time of return. (Seniors may use the Senior Book.)

4. No student may stay more than a half-hour.

C. SKATING AND WALKING

1. Students who wish to go skating may sign up with the Lady of the Day. They may go after school hours on Hillsboro Street for *one* hour.

2. Students who wish to go walking may sign up with the Lady of the Day. They may go after school hours on Saint Mary's Street for *one* hour.

III—Social Regulations

A. GUESTS

1. A student wishing to have a week-end guest shall fill out a guest card in Miss Tucker's office.

2. Guests should be presented to the President at the earliest convenient time after their arrival.

3. Ordinarily, guests can be entertained only at the week-end, beginning on Saturday.

4. It is expected that only sisters or prospective students may be entertained over night.

5. Permission to have a guest for a meal is given formally by Mrs. Cruikshank, Miss Davis, or Miss Tucker.

6. The following rules must be strictly observed:

(a) Guests are expected to follow in all respects the regular routine life of the school, including hours of meals, and time of coming in at night.

(b) The presence of guests must in no way interfere with the observance, on the part of any member of the school, of the regular routine with regard to all school duties of every kind.

B. WEEK-ENDS

1. Each girl in school shall be allowed one week-end each semester, the week-end to begin at 1:00 o'clock Saturday afternoon and to terminate at 6:00 o'clock Monday, or to begin Friday afternoon after classes and terminate Sunday at 6:00 o'clock in the case of college students. (Seniors may leave on Saturdays as soon as their classes are over.)

2. In addition, each senior may have one extended week-end each semester, the week-end to start after her last class on Friday and to terminate Monday night at 6:00.

3. Usually no week-ends are granted the first four weeks of school, during December, January, immediately before or after spring vacation, or the last two weeks in May. New students will not be allowed week-ends during the first five weeks of school.

4. No one may take a week-end without permission from the President, written permission from home, and a written invitation from her hostess. Application for a week-end permission must be filed in Miss Tucker's office by Thursday morning.

5. Extra week-ends:

(a) It will be possible for any student to earn one extra week-end at the end of each Quarter by making the Honor Roll.

(b) It will be possible for any student to earn a leave of absence from Saturday at 1:00 o'clock until Sunday night at 6:00 o'clock at the end of each Quarter by making Honorable Mention.

(c) Students living near Raleigh may have two Saturday nights at home (from 1:00 Saturday until 10:30 Sunday morning).

6. When girls return from their week-ends, they must report to the Lady of the Day by 6:00 p.m. Sunday or Monday evening, unless special permission for returning later is given in advance.

7. No girl may leave for a week-end until she has completed her classes.

8. Arrangements can be made for students to attend a limited number of college dances, these to be included in the 2 overnight permissions and allowed week-ends.

9. Girls attending dances at the University of North Carolina are expected to stay at the Carolina Inn unless they are with their parents or on week-ends with their friends or parents.

C. VACATIONS

When returning from a vacation, students must report to school immediately upon their arrival in Raleigh unless they are with parents. Permission may be granted to go back down town.

D. INVITATIONS

1. Students may go out with friends on Sunday from 12:30 p.m. until 5:00 p.m.; on Saturday between 3:00 and 10:00 p.m.; and on Monday (high school students only), between 10:30 a.m. and 7:30 p.m.

2. Invitations for Saturday or Sunday must be received and approved by Mrs. Cruikshank or Miss Davis by 1:00 p.m. Saturday.

3. Students must file in the office a visiting list approved by parents.

4. Students may not leave the home of the hostess when out visiting unless they go out with the hostess herself.

5. Students may go out to dinner with parents on any week night.

6. Invitations must be received direct through the school, not through the student. Hostesses must call for students whom they wish to invite out, and accompany them upon their return to school.

7. Girls leaving the campus at any time must "check out" on their departure and "check in" on their return, with the Lady of the Day. *Very important.*

8. Permission to go out of town for Sunday afternoon may be given if a student is accompanied by her parents. Permission to go with friends for a Sunday afternoon out of town will be given if a student has written approval from her parents.

9. A written permission from parents releasing the school from all responsibility is required for students to ride, at the discretion of the school authorities, in privately operated cars.

E. DATES

1. Dates may be entertained at the school Saturday evenings from 8:00 to 10:00, and on Sunday afternoons from 3:30 to 5:00 o'clock.

2. Upon arrival all dates should be introduced to the Lady of the Day.

3. On Sunday afternoons girls may sign up in the parlor to entertain their dates on the front campus. Bounds for dates on campus are as follows: The diagonal path west as far as the hawthorn tree; the path to the auditorium from East Rock and from there to the diagonal path west; from this junction, the diagonal path east to the path that parallels the public sidewalk.

IV—Day Students' Regulations

A. CAMPUS REGULATIONS

1. Every Day Student is expected to be present for 8:30 assembly on Wednesdays and Fridays in the Auditorium, and to attend daily Chapel.*

2. Day students may not leave the campus during free periods without office permission.

3. College students may leave school at the close of their morning classes, with written permission from home and if not on the deficiency list.

4. Day students are expected to present written explanation from home for any absence from class or other school duty.

5. No day student may smoke on the campus.

*High school day students are allowed 3 chapel cuts per month; college day students are allowed 4.

V—Campus Courtesy

A. DORMITORIES

1. While quiet hours are not always in effect, it is expected that you are always considerate of others. A reasonable amount of quiet is expected at all times.

2. Hair curlers are not to be worn except in bedrooms.

3. Girls are expected to dress for dinner.

4. Bandanas may not be worn at any meal.

5. No girl may wear her gym suit in the main hallways unless she has on a coat.

6. Girls *must* be fully dressed to appear in the lower hall of Smedes at night.

7. *Do not* deface the walls. Be especially careful not to write on the walls nor to paste pictures on the wall.

B. COURTESY TO THE FACULTY

1. You should always stand when an older person enters the room.

2. One always allows the faculty member to precede, except when entering the dining room. Because of the crowded conditions, it is not always possible to allow her to enter first.

3. When the hostess comes late to the table, the girl sitting on her left (or right, if more convenient) stands and assists her in drawing her chair to the table.

4. When a guest comes to the table, everyone at the table rises and waits to be introduced. If the places

are filled, the girl at the right of the hostess excuses herself and finds herself a place elsewhere, in order that the guest may sit at the hostess' right.

5. It is never permissible to begin eating before the hostess does.

6. At any meal, the girl who occupies the hostess' place assumes her duties.

(a) If more food is needed, the hostess gives the order to the waitress.

(b) In addition to serving, the hostess is responsible for conversation.

C. GENERAL

1. All call-slips and "see me's" should be answered either immediately or at the time specified. If this is not possible, arrangements should be made for another appointment.

2. Upon entering the dining room, it is courteous to go directly to your table. Do not stop to visit at another table; it congests traffic.

3. Girls should not signal or talk from table to table.

4. White dresses, not evening, are necessary for Easter and Commencement.

5. Infirmary slips must be gotten from Miss Davis or from Miss Tucker's office if a student has to go to the infirmary during school hours.

6. It is suggested that new girls do not get such things as bedspreads, curtains, rugs, etc., until they arrive at school. If they wait to do this, they may decide with their roommates exactly what they want.

VI—Fire Drills

The signal for fire drills is the siren and ten rings of the bell.

A. GIRLS ON HALLS

1. Turn on light.
2. Close windows.
3. Take towel (bath).
4. Put on coat.
5. Close door and transom of room.
6. Stand at appointed place in hall (unless hall teacher rules differently, the appointed place shall be single file at the head of the stairs).
7. Number off when signal is given by fire captain.
8. Proceed without talking (single file) down appointed stairway and to appointed place on the campus.
9. Again number off when signal is given by captain (to see that all are out).
10. Return at signal of one bell.
11. *Absolute quiet during whole drill.*

VII—Announcements

Announcements may be made only by giving them, written, to Miss Tucker to be posted in their proper divisions of the Bulletin Board. Only Miss Tucker may post announcements, and all announcements must be handed to her by 10:00 a.m.

FACULTY RULINGS

Grading

The following system of grading is used at Saint Mary's:

All grades will be given in letters.

A—90 to 100.

B—80 to 90.

C—70 to 80.

D—60 to 70.

E—Conditional; passing grade may be obtained by reëxamination.

F—Failure; course must be repeated for credit.

Students more than four weeks late may not get credit for the semester.

Reports

Grade reports are sent twice each semester to parents or guardians. These reports show standing of the student and all work covered.

Change in Course

No new course may be entered after the first two weeks of each semester, unless recommended by the teacher.

Allowed Absences From Class for Juniors and Seniors

More than 10 absences during a semester will debar a student from the final examination in a 4-hour course; more than 8 in a 3-hour course; more than 5 in a 2-hour course; more than 3 in a 1-hour course.

More than 4 *unexcused* absences for a 4-hour course; more than 3 *unexcused* absences for a 3-hour course; more than 2 *unexcused* absences for a 2-hour course; more than 1 *unexcused* absence for a 1-hour course, each semester, shall debar a student from final examination. (In some cases permissions to take the examinations may be secured from the Executive Committee.)

Unexcused absences are those not excused by the President or the physician.

Absences before or after holidays shall be considered doubled.

Two tardies equal one absence.

POINT SYSTEM

No girl may hold offices amounting to more than 10 points during the year.

Offices Counting 8 Points

President of the Student Government Association.
Presidents of Classes.
Presidents of Athletic Associations.
Editor-in-Chief of *Stage Coach*.
Editor-in-Chief of *Bulletin*.
Editor-in-Chief of *Belles*.
Business Manager of *Stage Coach*.

Offices Counting 6 Points

First Vice President of the Student Government Association.
Secretary of Student Government Association.
Chief Marshal.
President of the Young People's Service League.
President of the Altar Guild.
Presidents of the Literary Societies.
President of the Circle.

Offices Counting 4 Points

Second Vice President of the Student Government Association.
Honor Council Representatives (elective).
Legislative Body Representatives (elective).
President of the Dramatic Club.

Offices Counting 2 Points

Vice Presidents and Secretary-Treasurers of classes.
Presidents of Departmental Clubs.
Chairman of Grounds Committee.
Secretary of Literary Societies.
Secretary of Altar Guild.
Vice President of Circle.
Secretary of Circle.
Treasurer of Circle.

ORGANIZATIONS

I—Honorary

THE ORDER OF THE CIRCLE

President.....	Ann Flowe
Vice President.....	To be elected
Secretary.....	Lossie Taylor
Treasurer.....	Helen Kendrick

As the circle symbolizes unity, so the purpose of this organization shall be to promote a spirit of coöperation among the students and between the faculty and the students by the cultivation of high ideals of fellowship, service, citizenship, and scholarship and to assist new students in finding their place in school life and activities.

LITERARY SOCIETIES: SIGMA LAMBDA AND E. A. P.

Sigma Lambda

President.....	Mary Shepherd Quintard
Vice President.....	To be elected
Secretary-Treasurer.....	To be elected

E. A. P.

President.....	Helen Holt
Vice President.....	To be elected
Secretary-Treasurer.....	To be elected

The members of the two Literary Societies are chosen by the members on the basis of their writing ability. During the year, the societies study poetry, essays, and short stories, and each member must write

two papers. These are submitted to judges, who give points to the best ones. At the end of the year, a cup is given to the society which has earned the most points.

LETTER CLUB

President.....Nancy Murchison
 Vice President.....To be elected
 Secretary-Treasurer.....To be elected

The Letter Club is the Honorary athletic society. Its members, those girls making all-star teams in any of the major sports, are given their association insignias.

II—Voluntary

ALTAR GUILD

President.....Ernestine Rich

The Altar Guild, which has charge of preparing for Chapel Services, is composed only of Seniors.

CHOIR

Membership to the choir, which is directed by Mr. Jones, is open to any student. The choir vests only on Sunday.

GLEE CLUB

The Glee Club members are chosen from the applicants by the head of the music department. Every spring the Glee Club presents an operetta.

POLITICAL SCIENCE CLUB

President.....To be elected
 Vice President.....To be elected
 Secretary-Treasurer.....To be elected

The Political Science Club is open to all Juniors and

Seniors. At its meetings a guest speaker or the director, Mr. Guess, addresses the group on present political problems.

THE DRAMATIC CLUB

President.....Helen Kendrick
 Business Manager.....Louise Wilson
 Secretary-Treasurer.....To be elected

The Dramatic Club, sponsored by Miss Davis, is open to everyone in school. Its members present several plays to the student body, and attend plays given at Chapel Hill by the Carolina Playmakers. They compete each year in the Carolina Dramatic Association State Tournament.

III—Automatic

YOUNG PEOPLE'S SERVICE LEAGUE

President.....Marianna Hancock
 Vice President.....To be elected
 Secretary-Treasurer.....Dot See

Every Saint Mary's student is a member of the Young People's Service League of the Diocese of North Carolina, and is expected to do her share towards the support of an orphan at Thompson Orphanage, Charlotte, N. C., and the old-clothes box which is sent annually to Little Switzerland, N. C., to be used for rummage sales. All students are expected to attend meetings which are held in the parlor on various Sunday nights.

ATHLETIC ASSOCIATIONS : [SIGMA AND MU]

Sigma

President.....Mallie White
 Vice President.....Francis Coxe

Mu

President.....Mary Gault
 Vice President.....Margaret Griffin

There are two athletic clubs, Sigma and Mu, to one of which every girl in school belongs. Each club has its President and Vice President. These four people and the two Physical Education teachers make up what is called the Athletic Board, which plans the year's program of extra-curricular athletic activities and keeps records relating to the point system.

The athletic activities at Saint Mary's are divided into major and minor sports. As these sports are carried on through the year, teams are chosen and tournaments are played. Individual girls are given points for making teams or placing in tournaments. Also points are given to the Athletic Association whose members win a tournament.

At the end of the year the Athletic Board makes awards as follows:

1. The Athletic club receiving the highest number of points gets the plaque that is presented each year to the winning club.
2. The three individual girls who make the most points during the year receive the highest athletic award.
3. The most outstanding girl in each major sport receives an award.
4. Girls making all-star teams are asked into the Letter Club, the honorary athletic society, and are presented with the club insignia.
5. If a girl has not received an award but has accumulated three hundred points while a student at

Saint Mary's, she will be given a special award for points. It is quite possible for the girl who is interested but not outstanding, to make 300 points in two years.

DEUTSCHER VEREIN

President	}	To be elected
Vice President		
Recording Secretary		
Corresponding Secretary		
Treasurer		
Social Committee		

The Deutscher Verein is a club of German students. At its meetings, the club is addressed by Germans or professors of German, and sometimes the group journeys to another college to meet other German students.

THE GRANDDAUGHTERS' CLUB

The Granddaughters' Club is composed of the girls whose mothers or grandmothers are alumnae of Saint Mary's. The present object of the Granddaughters' Club is to raise money for the Centennial.

THE DOCTORS' DAUGHTERS' CLUB

President.....	Louise Wilson
Vice President.....	Janet James
Secretary.....	Sarah Sawyer
Social Secretary.....	Ann Flowe
Treasurer.....	Helen Kendrick

Those girls whose fathers are doctors compose the Doctors' Daughters' Club, under the leadership of Mrs. Naylor. Their aim is to help those people who are less fortunate than themselves with clothes, money, and spiritual encouragement.

STUDENT PUBLICATIONS

Editor-in-Chief of the *Stage Coach*.....Martha Lewis

Editor-in-Chief of the *Bulletin*.....Virginia Allison

Editor-in-Chief of the *Belles*.....Beppy Hunter

Business Manager of the *Stage Coach*,

Mary Lillie Moore

There are three publications at Saint Mary's: the *Stage Coach*, the *Bulletin*, and the *Belles*. The *Stage Coach* is the annual, given out each year on Class Day. The *Bulletin* is the literary magazine, published in October, March, and June. The *Belles* is the semi-monthly newspaper.

The staff of the publications consists of a separate editor for each publication and a staff which serves on all three. The staff is chosen from the school at large and is supervised by the Head of the English Department.

The editors of the publications are elected in the spring of each year by the student body. Nominations are made by the retiring editors and may be supplemented by floor nominations.

The publications' staff, consisting of about eighteen members, is chosen by the editors and the advisers on the basis of writing ability in competitive trials at the beginning of each year. All girls are urged to try out for the staff.

At the end of each year the three editors, business manager, and three outstanding members of the staff are awarded keys for their year's work.

MARSHALS

Chief Marshal.....	Margaret Taylor
Assistant Marshals.....	Ann Flowe
	Martha Anne Speight
	Virginia Allison
	Merrie Haynes

New marshals are elected by the student body from the rising Senior class, and assume their duties at the Easter morning service. The marshals take up collection in chapel, lead chapel lines, act as ushers at entertainments in the auditorium, and serve in numerous other ways.

CUSTOMS AND TRADITIONS

At Saint Mary's, as at all other schools, it is upon the customs and traditions that the coördination of the Student Body, and more especially the cultivation of school spirit, depend. These customs are the legacy of the ongoing classes; they are the inheritance of the classes to come.

Traditions

SENIORS

(1) If possible, every Senior comes for orientation week in order to become acquainted with the new girls and help to make them feel more at home in their new surroundings.

(2) Every Senior has a "little sister" chosen from the underclassmen.

(3) The Seniors sponsor a dance given in December.

(4) The night preceding Christmas holidays, the Seniors give a Christmas pageant in the Chapel. Early the next morning they sing Christmas Carols to the students and Faculty on the campus.

(5) In May the Seniors bid farewell to the student body at the school party. Here they drop their dignity for the last time and play informally for the faculty and students.

JUNIORS

(1) The Juniors entertain the faculty and the student body at a "Spooky" party, the annual Hallowe'en party.

(2) In the spring, the Juniors give the Junior-Senior dance in honor of the Seniors.

(3) The Juniors make the daisy chain that the Seniors carry on class-day.

GENERAL

(1) As a part of orientation, the school gives the Old Girl-New Girl party on the first Saturday night after school has opened.

(2) Each Saint Mary's student belongs to one of the two athletic societies, the Sigma and Mu. The Sigma-Mu party, given at the first of school, introduces students to the rivalry and sportsmanship that is evidenced in the societies throughout the year.

(3) The students welcome visitors by singing to them in the dining room.

(4) The student body remains at school Easter in order to participate in the beautiful early morning service.

(5) Step singing at the end of school is the formal farewell of the Seniors to the school and of the other classes to the Seniors.

(6) School is dismissed by the chief marshal when she drops a handkerchief.

SOCIAL LIFE

Saint Mary's believes that a certain amount of social life is just as necessary to the student as classroom work. Accordingly, there are formal entertainments and informal ones.

The formal entertainments include the Old Girl-New Girl party and the Sigma-Mu party, both of which are at the beginning of the year. These are followed by the Y. P. S. L. picnic, the Hallowe'en party, faculty recitals, the swimming meet, and, in the spring, May Day and the School Party. There are special formal dinners for Valentine's Day and Christmas, and towards the end of school the Letter Club banquet is given. During the year, various social activities take place: Dramatic Club plays, the Glee Club performance, entertainments during Graduation week, and football games, plays, and concerts, in Raleigh and elsewhere. There are smaller social functions for certain groups in school. These include the Senior dance in the winter, the Junior-Senior in the spring, as well as several entertainments for the Seniors and banquets for the various organizations in the spring also.

The informal social activities, such as dates on Saturday and Sunday, dancing in the parlor after dinner, going down town during the week and out with friends during week-ends, are a continual source of pleasure, and give an opportunity for relieving the routine of classes.

The formal entertainments with their "special occasion" significance, promote school spirit, and serve as events to be remembered and anticipated each year with great pleasure. Friendships which are made at

the school parties at the beginning of the year are enlivened by these annual gatherings; here classwork and worries are forgotten, and from which programs and souvenirs are saved to be treasured as symbols of "some good old times."

LIBRARY

The Saint Mary's library, with its excellent collection of books and current periodicals, is one of which the school may well be proud. There are trained librarians and assistants on hand at all times, and for the students' further convenience a suggestion box is kept on the librarian's desk. Requests for certain books, for magazines, or for new library regulations are put in this box to be considered and granted if possible. The library is open every day and affords a quiet place for concentration and work. It is a valuable, in fact vital, part of the school life of every Saint Mary's girl.

THE CHAPEL

In the group life of Saint Mary's, the Chapel plays an important and vital part. On Sundays there is an early celebration of Holy Communion, at which attendance is voluntary. At the eleven o'clock service of Morning Prayer and sermon, everyone is expected to be present. In the afternoon at five-thirty the school gathers again for choral evensong, a beautiful service which attracts many guests to the school and at which the true spirit of Saint Mary's is felt.

The short devotions before morning classes are a fitting beginning of each new day and serve to remind the Student Body that their spiritual life, as well as their physical and mental life, must be developed while they are here at Saint Mary's.

Learn these words before the opening of school :

ALMA MATER

(TUNE: "*Believe Me If All Those Endearing Young Charms*")

Saint Mary's! wherever thy daughters may be
 They love thy high praises to sing,
 And tell of thy beauties of campus and tree
 Around which sweet memories cling;
 They may wander afar, out of reach of thy name,
 Afar out of sight of thy grove,
 But the thought of Saint Mary's eye kindles a flame
 Of sweet recollections and love.

Beloved Saint Mary's! How great is our debt!
 Thou hast cared for thy daughters full well;
 They can never thy happy instructions forget,
 Nor fail of thy virtues to tell.
 The love that they feel is a heritage pure;
 An experience wholesome and sweet.
 Through the fast rolling years it will grow and endure;
 Be a lamp and a guide to our feet.

May the future unite all the good of thy past
 With the best that new knowledge can bring.
 Ever onward and upward thy course! To the last
 Be thou steadfast in every good thing.
 Generations to come may thy fair daughters still
 Fondly think on thy halls and thy grove
 And carry thy teachings—o'er woodland and hill—
 Of earnestness, wisdom, and love.

HAIL, SAINT MARY'S

Adapted from Margaret Mason Young, 1899

In a grove of stately oak trees,
Where the sunlight lies,
Stands Saint Mary's true and noble
'Neath the Southern skies.

*Far and wide, oh sound her praises,
Chorus full and free,
Hail, Saint Mary's Alma Mater,
Hail, all hail to thee!*

Well we love the little Chapel,
Ever hold it dear;
Hear the echoes of the music,
Rising soft and clear.

Far and wide, etc.

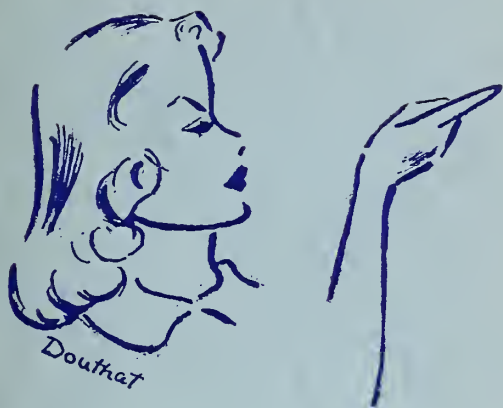
There the ivy and the roses
Climb the old stone wall,
There the sweet, enticing bird notes
Sound their magic call.

Far and wide, etc.

There the bonds of friendship strengthen,
As her beauties charm,
We draw close to Alma Mater,
Trust her guiding arm.

Far and wide, etc.

*If this book is lost, additional copies may be obtained
at the office at a cost of ten cents each.*



Student
HANDBOOK
1939-1940

STUDENT HANDBOOK

Saint Mary's School

and

Junior College

Raleigh, N. C.

1939-1940



COMPILED BY

Student Government Association

EDITED BY MARY KISTLER

BRING THIS BOOK WITH YOU

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Welcome



To the "new" students, this is welcome into our soon-to-be-reassembled congenial family; to the "old" girls, it is a warm handclasp to long absent members.

As this Handbook is the first real glimpse you "new" girls will have of our school, I hope that before the end of the summer you will have become thoroughly familiar with its contents. You see, your happiness and success at Saint Mary's depends, fundamentally, upon your understanding of the spirit of Saint Mary's as embodied in Student Body Government, and your wholehearted co-operation with it. And since it is the pivot 'round which all student life revolves, I want you from the day you enter here to be one of us and to work with us.

Too, we "old" girls will need to read the Handbook often, to learn of changes and to remember better already familiar "formulas."

I am looking forward to September, for I want to know each "new" girl personally and each "old" girl better than ever. Again, and to all, Welcome!

MARY HELEN RODMAN, *President,*
Student Government Association.

FOREWORD

In the spring of 1937, and at the instigation of the Faculty, the Student Body of Saint Mary's School voted for a reorganization of Student Government that would have as its framework and spirit an extension of the Honor System to include all phases of student conduct. This adoption of Student Government based on the Honor System was motivated by the students' honest belief that self-government guided by rigid honesty was the most intelligent and pleasant method of administering a well-ordered society. During the year that this new plan has been in operation, there have been a sufficient number of difficulties and discouragements to convert the original "beliefs" into deep and stalwart convictions, convictions that are synonymous with principles. A single year of such Student Government has made the whole student body jealous of this privilege of governing themselves; consequently, they regard a violation of Regulations as an attack on and as dangerous to Student Government, and naturally punish it promptly, justly and appropriately.

But more important and significant than simply maintaining Student Government is the attitude that has been developed within the student body toward the single idea on which the whole Student government is built: HONESTY. Here a girl's word is her bond. When questioned officially,

whether in the classroom, on the athletic field, or anywhere else, a girl is *expected* and *required* to be *rigidly truthful*. Obviously, *honesty of word* is but a mockery unless accompanied by *honesty of action*. Defined simply, cheating is securing information at a time and in a manner that is not permitted. Stealing is taking and keeping, without permission from the owner, anything that belongs to somebody else. Thus, *lying, cheating, and stealing* are three of the worst violations of the Honor System, and may be punished by Dishonorable Dismissal from the school.

The contribution of Saint Mary's School to the growth and development of a girl's character cannot be summed up in the mere words of this or that particular code. The Constitution and Regulations of Student Government, the accumulation of 97 years of tradition, the atmosphere of the School's stately lawns and buildings, the lasting achievements of past Administrators and students, and the high purpose and scholastic standing of the school all mingle into a single force that indelibly leaves its mark on every Saint Mary's girl. It is the duty of every girl to guard and cherish this heritage jealously!

CALENDAR FOR 1939-40

98TH ANNUAL SESSION

1939

September 11, Monday:

Faculty assembly; Registration and Classification of Day Students.

September 12, Tuesday:

New Resident Students report.

September 13, Wednesday:

Returning Resident Students report; Registration and Classification of Resident Students; Placement Tests for New Students.

September 14, Thursday:

Opening Service of Advent Term.

November 1, Wednesday:

All Saints: Founders' Day.

November 30, Thursday:

Thanksgiving Day.

December 16, Saturday:

Christmas Recess begins.

1940

January 2, Tuesday:

Resident Students report.

January 29, Monday:

Easter Term begins.

February 6, Wednesday:

Ash Wednesday: Lent begins.

March 6, Wednesday:

Spring Recess begins.

March 12, Tuesday:

Spring Recess ends, 9:45 P.M.

March 22, Friday:

Good Friday.

March 24, Sunday:

Easter Day.

May 11, Saturday:

Alumnæ Day.

May 25-28:

Commencement Season.

OFFICERS OF THE STUDENT GOVERNMENT ASSOCIATION FOR 1939-40

President	Mary Helen Rodman
First Vice President	Elizabeth Tucker
Second Vice President	To be elected
Secretary	To be appointed by the President
Honor Council Members	To be elected

STUDENT PETITION

We, the students of Saint Mary's School, wishing to make permanent and specific the Student Government which has previously been granted us, and to maintain the dignity and honor of such a Government, do petition the President of the School for legislative and executive powers for continuing and enlarging our responsibility for the conduct of students in matters not strictly academic, and do ask permission to frame a constitution embodying such laws as will be necessary for the Government.

MARY LOUISE RIDDICK,
President of the Student Body, 1937-38

HELEN MONTGOMERY,
President of the Student Body, 1938-39.

May 28, 1938.

REPLY OF THE PRESIDENT

The President of Saint Mary's School and Junior College is heartily in accord with the desire of the Student Body to assume responsibility for the conduct of individual students in all non-academic matters. Therefore she grants permission to the appointed officers of the Student Body to construct a Constitution which shall contain such laws as will regulate points specified in the Student Petition, with the understanding that this Constitution shall be submitted to the President for formal approval by her and a Committee of the Faculty.

(Signed) MARGARET CRUIKSHANK,
President.

June 1, 1938.

CONSTITUTION
OF THE
STUDENT GOVERNMENT ASSOCIATION

Whereas we, the Students of Saint Mary's School and Junior College, do wish to assume the responsibility for striving to uphold the principles of honor and self-reliance, to promote successful group living, and to protect life and property, we do hereby organize ourselves with the co-operation of the Faculty into an association.

ARTICLE I—NAME

This organization shall be called the Student Government Association of Saint Mary's School and Junior College.

ARTICLE II—PURPOSE

The purpose of this organization shall be to regulate student conduct; to promote self-control, responsibility, loyalty, and honor among the students and to the school; to maintain a spirit of co-operation between students and Faculty; and to further in every way possible the best interests of Saint Mary's.

ARTICLE III—MEMBERSHIP

SECTION 1. Every student while enrolled in Saint Mary's School shall be a member of the Student Government Association.

SEC. 2. Every member shall be responsible for familiarity with the Constitution and By-Laws of the Student Government Association and with all Student Government Regulations.

Each student after entering Saint Mary's shall be required to sign the following statement:

I have read the Student Government Handbook of Saint Mary's School, and I accept the responsibility for knowing the contents of this Handbook, including the Constitution and By-Laws of the Student Government Association.

ARTICLE IV—OFFICERS

SECTION 1. (a) The principal Student Government officers, serving for one year, shall be the following: A President, elected from the incoming Senior Class; a First Vice President, elected from the incoming Senior Class; a Second Vice President, elected from the incoming Junior Class; a Secretary, elected from the Honor Council; a President of the Day Students, elected by them.

(b) There shall also be the following officials: Members of the Honor Council and student members of the Legislative Body, a Chief Marshal and four Assistant Marshals, a Hall President from each hall.

SEC. 2. (a) The duties of the President shall be:

(1) To preside over all meetings of the Honor Council and of the Student Government Association.

(2) To preside over the election of the President of the Day Students and the elections of the Class Presidents.

(3) To appoint the Committee on Constitution and the Grounds Committee.

(4) To serve on the Legislative Body.

(5) To call all Honor Council and general Association meetings.

(b) The duties of the First Vice President shall be:

(1) To perform the duties of the President in her absence or at her request.

(2) To act as chairman of the Committee on Constitution.

(3) To serve on the Honor Council and the Legislative Body.

(4) To act as Chairman of the New Girl Training Committee.

(c) The duties of the Second Vice President shall be:

(1) To have charge of the functioning of all minor committees.

(2) To notify all members of the Honor Council of the time and place of meetings.

(3) To serve on the Honor Council.

(d) The duties of the Secretary shall be:

(1) To record the proceedings of all meetings of the Association.

(2) To record the proceedings of all meetings of the Honor Council.

(3) To keep records of all cases brought before the Honor Council and of all decisions made.

(4) To write all Honor Council reports and to send all Honor Council notices.

(5) To act as secretary to the President of the Association.

(e) The duties of the President of the Day Students shall be:

(1) To serve on the Honor Council.

(2) To keep the Day Students informed of Student Government activities.

(3) To call and preside over meetings of the Day Students.

(f) The duties of the Vice President of the Day Students shall be:

(1) To perform the duties of the President in her absence.

(2) To serve on the Legislative Body.

(g) The duties of each member of the Honor Council shall be:

(1) To attend all meetings of the Honor Council.

(2) To encourage throughout the whole school, particularly in her own class, an active co-operation with the principles of the Student Government Association.

(h) The duties of the chairman of the Hall Presidents shall be:

(1) To call and preside over all meetings of the Hall Presidents.

(2) To keep records of the minor offenses of each girl and to see that she is notified of the automatic penalty.

(i) The duties of each Hall President shall be:

(1) To call and preside over meetings of her hall.

(2) To enforce Dormitory Regulations on her hall.

(3) To grant such dormitory permissions as are deemed advisable.

(j) The specific duties of the Chief Marshal shall be:

(1) To make a chart of the duties of her Assistant Marshals.

(2) To drop a handkerchief to mark the final dismissal of students at the close of the school year.

(k) The duties of the Assistant Marshals shall be:

(1) To act as ushers for Chapel Services and other formal occasions of the School.

(2) To maintain order in Chapel lines, Chapel rehearsals, and Student Body meetings.

ARTICLE V—HONOR COUNCIL

SECTION 1. There shall be an Honor Council of the Student Government Association composed of the following members: The President of the Association; the First and Second Vice Presidents of the Association; the Class Presidents; the President of the Day Students; from the Senior Class two Representatives; from the Junior Class three Representatives, one of whom shall be a Day Student; from the Sophomore Class, one Representative.

At the beginning of each school year the returning members of the Honor Council for the preceding year, together with such Student Government officers as have been already elected, shall act as a temporary Honor Council to serve until the new Council members shall have been elected.

SEC. 2. It shall be the duty of the Honor Council to have a general insight over the workings of

the Student Government Association and to take what actions may seem advisable to maintain a high level of student conduct.

SEC. 3. It shall be the duty of the Honor Council to determine the guilt or innocence of any student accused of a major infraction of the Honor System.

SEC. 4. Action of the Honor Council on all cases involving a major offense shall be deferred until the Faculty Advisory Committee to the Honor Council has had an opportunity to report.

SEC. 5. The Honor Council shall have the power, at its discretion, to summon before it any committee or member of the Association, to require testimony from any member of the Association, and to inflict penalty for refusal to testify.

SEC. 6. In cases where a student confesses her guilt, the Honor Council shall send to the Executive Committee of the Faculty a statement of the nature of her offense and a recommendation of penalty.

SEC. 7. In cases where the Honor Council, in spite of a student's denial, finds her guilty of a major offense, it shall send with its recommendation of penalty to the Executive Committee of the Faculty a formal statement signed by two-thirds of the members of the Honor Council. This statement shall give the nature of the testimony and the names of the witnesses. Such signed statements shall be presented to the accused if demanded by her.

SEC. 8. In all cases tried or reviewed before the Honor Council, the accused student shall be heard personally in her own defense before penalty is recommended, unless she shall with the approval of the court in question choose to send to the body a written statement or a representative.

SEC. 9. It shall be the duty of the Honor Council to maintain a code of penalties for dormitory offenses.

SEC. 10. The Honor Council shall submit to the President of the School at the time of Student Government elections suggestions for one of the Faculty members to serve on the Legislative Body.

SEC. 11. The Honor Council, after consultation with the President of the School, shall pass on all organizations petitioning for a place on campus. The organization shall submit its constitution or its purpose to the Honor Council for acceptance.

SEC. 12. From the ten girls nominated by the Faculty, the Honor Council shall by secret ballot elect six to be awarded School monograms. (The votes of the Honor Council shall be counted by the President of the School.)

ARTICLE VI—LEGISLATIVE BODY

SECTION 1. There shall be a Legislative Body of the Student Government Association composed of seven members of the Faculty and fifteen students. The Faculty members shall include the Dean of Students, the Assistant to the Dean, the

chairman of the Faculty Advisory Committee to the Honor Council, and four others, appointed by the President of the School. Rotating order shall be observed whereby two new members come in each year. Suggestions for one of these may be submitted each year by the Honor Council. The student members shall include the President of the Student Government Association; the Vice President of the Day Students; six class representatives, one elected from each class; the Editor of the Handbook, appointed by the Honor Council; and the Class Presidents. Of these, the Editor of the Handbook and the Class Presidents shall be non-voting members.

SEC. 2. This Body shall have the legal power to pass upon suggestions submitted in the form of petitions from students in regard to social and dormitory regulations. It is also in the power of this Body to initiate legislation pertaining to the social and dormitory regulations. (It is in the power of the President of the School to approve or veto all regulations passed by this Body.)

SEC. 3. The officers of this Body shall be as follows:

(a) A Chairman elected from the Faculty representatives. It shall be the duty of the Chairman to call and preside over meetings, appoint committees, and perform the general duties of a chairman.

(b) A Secretary elected from the class representatives. It shall be her duty to notify members of the meetings, to write minutes, to keep permanent records of all petitions, and to perform general secretarial duties.

SEC. 4. The first regular meeting shall be held before the first of November, at which time officers of this Body shall be elected, the program of the year discussed, and any desired committees appointed. The second regular meeting shall be held the first or second week after mid-year examinations. The last regular meeting shall be held not later than the first week in May. Special meetings for unfinished business may be called by the Chairman at her discretion.

SEC. 5. There shall be a committee appointed by the Chairman of the Body to edit and classify all petitions. The Junior Class representative shall be the chairman of this committee.

SEC. 6. The procedure for petitioning shall be as follows: Before Christmas vacation of each school year, petitions signed by three or more students may be submitted to a class representative, by whom they will first be edited and then submitted to the committee on petitions. These petitions in their final form shall be posted at least three days before the mid-term meeting of the Legislative Body.

SEC. 7. A measure may be passed only by a two-thirds majority of all voting members.

SEC. 8. (a) After the last meeting, the measures passed by the Legislative Body and approved by the President of the School shall be announced by the Chairman of the Body at a general Association meeting, shall be posted on the Association bulletin board, and shall be printed in the Handbook

for the following year. At the same meeting at which the announcements are made, the Chairman shall explain the rejection of any petition or petitions which failed to be passed and approved.

(b) Legislation shall ordinarily become effective during the next school year after its passage and approval. If, however, there should arise a situation which, after serious consideration, is recognized by a two-thirds majority of the voting members as an emergency, then new legislation may become effective at any date decided upon by the Body and approved by the President of the School.

ARTICLE VII—COMMITTEES

SECTION 1. There shall be a Faculty Advisory Committee to the Honor Council.

(a) This committee shall be composed of a Chairman and two other Faculty members appointed by the President of the School.

(b) The duties of this committee shall be to act as advisers to the President of the Student Government Association and to the Honor Council.

SEC. 2. There shall be a New Girl Training Committee.

(a) This committee shall be composed of the First Vice President of the Association as chairman, and the old girl members of the Senior Class.

(b) The duties of this committee shall be to supervise new girl orientation, and to hold classes

in which the new girls shall be trained to become informed and co-operating members of the Association.

SEC. 3. There shall be a Dormitory Committee.

(a) This committee shall be composed of the Hall Presidents, who shall elect as their adviser one of the members of the Faculty Advisory Committee to the Honor Council.

(b) The duty of this committee shall be to have charge of dormitory reports.

SEC. 4. There shall be a Nominating Committee.

(a) This committee shall be composed of one Senior appointed by the President of the Senior Class, two Juniors appointed by the President of the Junior Class, one Business Student appointed by the President of the Business Class. The President of the Student Government Association shall act as an *ex officio* member.

(b) The duty of this committee shall be to nominate the officers of the Student Government Association as provided in Article VIII.

SEC. 5. There shall be a Social Committee.

(a) This committee shall be composed of a chairman and two other Seniors appointed by the President of the Senior Class.

(b) The duties of this committee shall be to appoint hostesses and pages for all occasions when they are needed, to have charge of the date room, and to enforce the observance of bounds (see Student Regulations, E, 3) for dates on campus.

SEC. 6. There shall be a Committee on Constitution.

(a) This committee shall be composed of the First Vice President of the Association as chairman, two students appointed by the President of the Association, and two Faculty members appointed by the President of the School.

(b) The members of this committee shall hold monthly meetings in which they shall study the Constitution and prepare recommendations for needed revisions.

SEC. 7. There shall be a Handbook Committee.

(a) The Editor of the Handbook, elected by the Honor Council, shall serve as chairman and shall choose her own committee, including a Faculty adviser.

(b) The duty of this committee shall be to edit the Student Handbook.

SEC. 8. There shall be a Student Drive Committee.

(a) This committee shall be composed of a chairman appointed by the President of the Association, two to four members appointed by the chairman, and a Faculty adviser agreed upon by the President of the School, the President of the Association, and the chairman of the committee.

(b) The duties of this committee shall be to arouse student interest in a definite project for the school and to promote student support of this project.

SEC. 9. There shall be a Grounds Committee.

(a) This committee shall be composed of a chairman and two other members appointed by the President of the Association.

(b) The duties of this committee shall be to encourage and take an active part in beautifying the grounds and keeping them orderly.

SEC. 10. After the committees of the general Association have been formed, a list of their members and advisers shall be posted on the Association Bulletin Board and shall remain posted during the rest of the year.

ARTICLE VIII—ELECTIONS

SECTION 1. (a) In every student election in which a nominating committee functions, there shall be opportunity for nominations from the floor in the meeting at which the committee presents its report.

(b) All nominations must be approved by the President of the School.

(c) All student government nominations must be posted on the Association Bulletin Board at least three days before the election except the officers elected by the Honor Council. (N. B.—When there is but one nominee for an office, she shall be declared automatically elected.)

SEC. 2. Procedure for general Association elections shall be as follows:

(a) Elections shall be carried by a simple majority unless there are more than two nominees, in

which case there must be preferential voting. The President of the Association shall not vote except in case of a tie.

(b) Balloting shall be held at a time and place specified by the President of the Association, and each student shall vote in secret and cast her ballot alone. All ballots must be written and signed, and there shall be no absentee voting. Ballots shall be counted by the President of the Association and the Presidents of the Senior and Junior classes. The result shall be announced and then posted on the Association Bulletin Board. The Polls Captains shall be appointed by the ballot counters.

(c) In case of vacancies in major offices, there shall be special elections to fill them.

SEC. 3. (a) The following student officers shall be elected in the spring to serve for the following school year:

(1) President of the Student Government Association.

(2) First Vice President of the Student Government Association.

(3) Editors of *The Stage Coach*, *The Bulletin*, and *The Belles*.

(4) Marshals.

(5) President of the Senior Class.

(b) These elections shall be held in the order in which they are listed above, and no other student organization shall elect any officer for the following year until they have been completed.

(c) All these elections must be completed by the fifteenth of April.

SEC. 4. The following student officers shall be elected in the fall to serve for the school year:

(1) President of the Day Students.

(2) Presidents of the Junior, Sophomore, Freshman, and Business Classes.

(3) Second Vice President of the Association.

(4) Representatives from each class to the Honor Council.

(5) Representatives from each class to the Legislative Body.

(6) Secretary of the Association.

(7) Editor of the *Handbook*.

SEC. 5. (a) The Presidents and Vice Presidents of the Association shall be nominated by the Association Nominating Committee and elected by the Association.

(b) The President of the Day Students shall be nominated and elected by the Day Students.

(c) The Presidents of the classes, and the representatives to the Honor Council shall be nominated and elected by their respective classes. Preferential voting shall be used.

(d) The Secretary of the Association shall be nominated and elected by the members of the Honor Council.

(e) Editors of *The Stage Coach*, *The Bulletin*, and *The Belles* shall be nominated by a committee

composed of the outgoing editors and the adviser and elected by the Association.

(f) The marshals shall be elected in the following manner: From a list of the registered incoming Seniors, each member of the Association shall vote for five girls. The one receiving the highest number of votes shall be the Chief Marshal, and the four with the next highest numbers of votes shall be Assistant Marshals.

The newly elected Marshals shall go into office at the eleven o'clock service on Easter Day.

(g) Hall Presidents' elections shall be held each semester in the following manner: The names of two girls nominated by the hall teacher shall be posted on the hall for twenty-four hours, and then voted on by the girls of the hall.

A temporary Hall President to serve for the first month of the school year shall be appointed by each hall teacher.

(h) The Editor of the *Handbook* shall be nominated and elected by the Honor Council from the members of the whole Association.

ARTICLE IX—MEETINGS

SECTION 1. (a) A formal meeting of the Association shall be held during the first week of the school year, at which time regulations for student conduct shall be read, and the importance of the *Handbook* emphasized.

(b) A meeting may be called at any time by the President. A special meeting shall be called by her

at the written request of five members; the object of such a meeting must be stated in the request.

(c) Two-thirds of the members of the Association shall constitute a quorum.

(d) Unless otherwise herein provided, a majority vote of a quorum shall be binding.

SEC. 2. Weekly meetings of the Honor Council shall be scheduled to be held at a time decided upon each year by the Council. However, it shall be within the discretionary powers of the President of the Association to dispense with the weekly meeting when there is no business to be transacted.

SEC. 3. (a) Regular meetings of groups of new girls shall be held during the first month of the school year for a course in new girl training. The time of these meetings shall be decided upon by the First Vice President.

(b) Attendance of new girls at these meetings shall be compulsory.

SEC. 4. All business of the Association shall be conducted according to Roberts' *Rules of Order Revised*, provided they are not inconsistent with the By-Laws of the Association.

ARTICLE X—AMENDMENTS AND REVISION

An amendment or revision of the Constitution or By-Laws may be proposed by the Committee on Constitution or by any member of the Association, and must be presented in writing to the President of the Association. The proposed amendment or

revision shall be posted on the Association bulletin board for at least one week before being voted on. Voting shall be conducted by the polls system described in Article VIII, sec. 2. The amendment or revision shall go into effect upon acceptance by a three-fourths majority vote of all the members and approval by the President of the School.

ARTICLE XI—INTERPRETATION

All questions of interpretation of this Constitution shall be referred to the President of the School, whose decisions shall be final.

STUDENT REGULATIONS

I—CAMPUS REGULATIONS

A. Dormitory Regulations

1. Hall bell at 10:00 p.m. is the signal for each girl to go to her own hall.

2. Room bell at 10:10 is the signal for each girl to go at once to her own room and remain there.

3. On Saturday each girl remains on her own hall from 2:00 until 3:00 o'clock to clean her room.*

4. On Sunday each girl remains quietly in her own room during quiet hour, which lasts from 2:00 until 3:30.†

5. Quiet must be observed during all study hours. (9:00 a.m.-1:00 p.m.; 1:45 p.m.-3:45 p.m.; and 7:45-9:45 p.m.)

6. There must be no noise on the halls after room bell or before 7:00 a.m.

7. Each girl shall spend study hours quietly in her own room, or in the library.

(a) When a small group of students is making up afternoon study hall, they are requested to sign up for study from 4 to 6 in Miss Tucker's office. This studying may be done either in the Library or in the study hall.

(b) Students may study in the classrooms, provided that they leave them in order.

(c) When *all* students are making up afternoon study hall, they may study in their own rooms.

*If rooms are straightened, anyone may receive permission from hall presidents or hall teacher to spend clean-up hour on Saturday in the Library.

†Seniors may spend quiet hour on Sunday in the Library.

(d) Students are not allowed to visit other rooms during any study hours unless for the purpose of studying.

8. Each student is required to sign the following radio contract during the first month of the school year:

"I hereby agree to operate my radio strictly according to Student Government regulations, which are as follows:

"(1) Radios may not be played at any time during school or study hours so as to be heard outside the room.

"(2) Radios may not be played at all after light bell or before 7 a.m.

"(3) Outside aerial may not be used because of fire underwriters' suggestions for dormitories' safety.

"I understand that, if I fail to keep this agreement, my radio will be taken away and stored for the rest of the year. I also understand that this action will be automatic."

No student on the deficiency list may play her radio during evening study hall.

9. **DO NOT DISTURB:** This sign is given to each girl and *Must Not* be crossed.

10. All students are requested to wear soft bedroom slippers instead of mules.

11. Inspection of rooms.

(a) Except on Saturday and Sunday, rooms are to be ready for inspection each morning by 8:30.

(b) On Saturday afternoon at 3:00, rooms are to be given special inspection. On Saturday morning bedclothes must be removed from beds and neatly folded, leaving beds to air.

(c) On Sunday the rooms are to be ready for inspection by 10:00 a.m.

12. Students are asked to help keep all rooms, halls, and the campus clean *at all times*.

13. Students may spend Saturday night out of their rooms with permission from their hall teacher or hall president. (Sign up with Miss Davis.)

14. Underclassmen Halls: Light bell at 10:30 for each room except that of hall president, where lights may remain on until 10:40.

15. Upperclassmen Halls: Light bell at 11:00 o'clock for each room except that of hall president, where lights may remain on until 11:10.

16. All reports made by the students will be taken care of by the chairman of the Hall Presidents.

17. All hall reports are made either to the Hall President's Report Box or to the President of the Student Body.

18. No student may leave her own hall before 7:00 a.m.

B. Chapel and Assembly

1. Chapel service is held on Tuesday, Thursday, and Saturday mornings at 8:35 and Friday nights after dinner. There will be no Assembly on Tuesday, Thursday and Saturday mornings, but every

student is expected to go immediately to Chapel and take her assigned place.

2. Student assembly in the auditorium is held at 8:30 a.m. on Wednesdays and Fridays. (Subject to revision.)

C. Library

Library rules will be printed on separate leaflets which will be distributed to each student at the opening of school.

D. Use of Telephones

1. Calls may not be made during school hours, during study hours, or after 10:00 at night.

2. Students are not called to the telephone during school or study hours except for emergencies.

3. Miss Tucker's telephone in East Rock is open to students from 4:00 to 6:00 p.m. on week days *for incoming calls*.

(If students use this telephone at any other time than specified, this privilege may be taken away.)

4. The telephone in Miss Sutton's office, East Rock, is opened only to day students.

5. Pay telephones are not available during school hours, during study hours, or after 10:00 at night.

E. Smoking

As we consider smoking detrimental to adolescent girls, such as compose the majority of the group, we expect every Saint Mary's girl to refrain from smok-

ing so long as she is under our regulations. We call particular attention to the fact that we do not expect a Saint Mary's girl to smoke in any drug store nor in any rest room. Each student is put upon her honor to abide by this ruling. If any girl in our group is unwilling or unable to conform to our point of view, we do not expel her, but we ask her to change to some school in which smoking is permitted.

1. Smoking is permitted in public places only when a student is out with her own parents.

2. A student may smoke in private homes in Raleigh when out visiting if the hostess does not object.

3. When a student is invited out, she may smoke in the automobile of her hostess if the hostess does not object.

II—OFF CAMPUS REGULATIONS

A. Town

1. Week-day permission must be filed at Miss Davis' desk immediately after lunch, except on Tuesdays and Thursdays. On these days permission slips are signed in Miss Tucker's office. (Subject to variation.)

2. At any time on Saturday or on Saturday night students may sign on the "town sheet" on the parlor table for Saturday night movies.

3. All students are asked to be suitably dressed when they leave the school at any time.

4. Seniors:

(a) Seniors may have four town permissions per week from 3:45 until 6:00 for shopping. One afternoon may be used for movies and shopping from 2:45 until 6:00.*

(b) Seniors may sign in the Senior Book for afternoon town leave.

(c) Seniors may go down town or to the movies without a chaperon, provided two students go together.

(d) Seniors may have lunch and movies permissions for Saturday from 1:00 to 6:00, twice a month.

6. Juniors:

(a) Juniors may have town privileges any three days of the week other than Saturday.*

(b) Juniors may go to the movies one afternoon each week in groups of not less than two, provided class work is satisfactory.

(c) Junior Hall Presidents and Junior Honor Council members may go to lunch and movies once a month.

(d) Juniors may sign the "town sheet" (placed out each day on the parlor table at quarter of three) for shopping and movies. Each girl must sign herself in and out, and no other student may do it for her.

*One town privilege will be forfeited each week if scholarship is unsatisfactory. This applies to all students.

*One town privilege will be forfeited each week if scholarship is unsatisfactory. This applies to all students.

(e) Juniors may have lunch and movie permissions on Saturday from 1:00 until 6:00 once a month.

(f) These Junior privileges apply to business students who have graduated from High School.

7. Underclassmen:

(a) Underclassmen may have town permission Monday morning or Monday afternoon.

(b) Hall Presidents and Honor Council members who are in high school may go to town one afternoon a week besides Monday.

(c) Underclassmen may sign on "town sheet" for Monday shopping. For leaving campus at other times permission slips must be obtained.

8. Students may go to the movies on Saturday nights with a chaperon.

B. Little Store

1. The Little Store includes *only* those stores opposite Saint Mary's and the store at the Boylan Apartments.

2. All students are allowed to go to the Little Store any week day. This privilege must not be abused.

3. Each student must sign in the Little Store Book her time of leaving and time of return. (Seniors may use the Senior Book.)

4. No student may stay more than a half-hour.

C. Skating and Walking

1. Students who wish to go skating may sign up with the Lady of the Day. They may go after school hours on Hillsboro Street for *one* hour.

2. Students who wish to go walking may sign up with the Lady of the Day. They may go after school hours on Saint Mary's Street for *one* hour.

III—SOCIAL REGULATIONS

A. Guests

1. A student wishing to have a week-end guest shall fill out a guest card in Miss Tucker's office.

2. Guests should be presented to the President at the earliest convenient time after their arrival.

3. Ordinarily, guests can be entertained only at the week-end, beginning on Saturday.

4. It is expected that only sisters or prospective students may be entertained over night.

5. Permission to have a guest for a meal is given formally by Mrs. Cruikshank, Miss Davis, or Miss Tucker.

6. The following rules must be strictly observed:

(a) Guests are expected to follow in all respects the regular routine life of the school, including hours of meals, and time of coming in at night.

(b) The presence of guests must in no way interfere with the observance, on the part of any member of the school, of the regular routine with regard to all school duties of every kind.

B. Week-Ends

1. Each girl in school shall be allowed one week-end each semester, the week-end to begin at 1:00 o'clock Saturday afternoon and to terminate at 6:00 o'clock Monday, or to begin Friday afternoon after classes and terminate Sunday at 6:00 o'clock in the case of college students. (Seniors may leave on Saturdays as soon as their classes are over.)

2. In addition, each senior may have one extended week-end each semester, the week-end to start after her last class on Friday and to terminate Monday night at 6:00.

3. Usually no week-ends are granted the first four weeks of school, during December, January, immediately before or after spring vacation, or the last two weeks in May. New students will not be allowed week-ends during the first five weeks of school.

4. No one may take a week-end without permission from the President, written permission from home, and a written invitation from her hostess. Application for a week-end permission must be filed in Miss Tucker's office by Thursday morning.

5. Extra week-ends:

(a) It will be possible for any student to earn one extra week-end at the end of each Quarter by making the Honor Roll.

(b) It will be possible for any student to earn a leave of absence from Saturday at 1:00 o'clock until Sunday night at 6:00 o'clock at the end of each Quarter by making Honorable Mention.

(c) Students living near Raleigh may have two Saturday nights at home (from 1:00 Saturday until 10:30 Sunday morning).

6. When girls return from their week-ends, they must report to the Lady of the Day by 6:00 p.m. Sunday or Monday evening, unless special permission for returning later is given in advance.

7. No girl may leave for a week-end until she has completed her classes.

8. Arrangements can be made for students to attend a limited number of college dances, these to be included in the 2 overnight permissions and allowed week-ends.

9. Girls attending dances at the University of North Carolina are expected to stay at the Carolina Inn unless they are with their parents or on week-ends with their friends or parents.

10. Students shall be allowed to leave school after they have finished their mid-term examinations to stay for the duration of the week, provided they count this absence as a week-end.

C. Vacations

When returning from a vacation, students must report to school immediately upon their arrival in Raleigh unless they are with parents. Permission may be granted to go back down town.

D. Invitations

1. Students may go out with friends on Sunday from 12:30 p.m. until 5:00 p.m.; on Saturday between 3:00 and 10:00 p.m.; and on Monday (high school students only), between 10:30 a.m. and 7:30 p.m.

2. Invitations for Saturday or Sunday must be received and approved by Mrs. Cruikshank or Miss Davis by 1:00 p.m. Saturday.

3. Students must file in the office a visiting list approved by parents.

4. Students may not leave the home of the hostess when out visiting unless they go out with the hostess herself.

5. Students may go out to dinner with parents on any week night.

6. Invitations must be received direct through the school, not through the student. Hostesses must call for students whom they wish to invite out, and accompany them upon their return to school.

7. Girls leaving the campus at any time must "check out" on their departure and "check in" on their return, with the Lady of the Day. *Very important.*

8. Permission to go out of town for Sunday afternoon may be given if a student is accompanied by her parents. Permission to go with friends for a Sunday afternoon out of town will be given if a student has written approval from her parents.

9. A written permission from parents releasing the school from all responsibility is required for students to ride, at the discretion of the school authorities, in privately operated cars.

E. Dates

1. Dates may be entertained at the school Saturday evenings from 8:00 to 10:00, and on Sunday afternoons from 3:30 to 5:00 o'clock.

2. Upon arrival all dates should be introduced to the Lady of the Day.

3. On Sunday afternoons girls may sign up in the parlor to entertain their dates on the front campus, weather permitting. Bounds for dates on campus are as follows: The diagonal path west as far as the hawthorn tree; the path to the auditorium from East Rock and from there to the diagonal path west; from this junction, the diagonal path east to the path that parallels the public sidewalk.

IV—DAY STUDENTS' REGULATIONS

A. Campus Regulations

1. Every Day Student is expected to be present for 8:30 assembly on Wednesdays and Fridays in the Auditorium, and to attend daily Chapel.*

2. Day students may not leave the campus during free periods without office permission.

*High school day students are allowed 3 chapel cuts per month; college day students are allowed 4.

3. College students may leave school at the close of their morning classes, with written permission from home and if not on the deficiency list.

4. Day students are expected to present written explanation from home for any absence from class or other school duty.

5. No day student may smoke on the campus.

6. Day students may not visit dormitories during school hours.

V—CAMPUS COURTESY

A. Dormitories

1. While quiet hours are not always in effect, it is expected that you are always considerate of others. A reasonable amount of quiet is expected at all times.

2. Hair curlers are not to be worn except on the girls' own halls.

3. Girls are expected to dress for dinner.

4. Bandanas may not be worn at any meal.

5. No girl may wear her gym suit in the main hallways unless she has on a coat.

6. Girls *must* be fully dressed to appear in the lower hall of Smedes at night.

7. *Do not* deface the walls. Be especially careful not to write on the walls nor to paste pictures on the walls.

B. Courtesy to the Faculty

1. You should always stand when an older person enters the room.

2. One always allows the faculty member to precede, except when entering the dining room. Because of the crowded conditions, it is not always possible to allow her to enter first.

3. When the hostess comes late to the table, the girl sitting on her left (or right, if more convenient) stands and assists her in drawing her chair to the table.

4. When a guest comes to the table, everyone at the table rises and waits to be introduced. If the places are filled, the girl at the right of the hostess excuses herself and finds herself a place elsewhere, in order that the guest may sit at the hostess' right.

5. It is never permissible to begin eating before the hostess does.

6. At any meal, the girl who occupies the hostess' place assumes her duties.

(a) If more food is needed, the hostess gives the order to the waitress.

(b) In addition to serving, the hostess is responsible for conversation.

C. General

1. All call-slips and "see me's" should be answered either immediately or at the time specified. If this is not possible, arrangements should be made for another appointment.

2. Upon entering the dining room, it is courteous to go directly to your table. Do not stop to visit at another table; it congests traffic.

3. Do not wait outside in the hall after meals.

4. Girls should not signal or talk from table to table.

5. White dresses, not evening, are necessary for Easter and Commencement.

6. Infirmary slips must be gotten from Miss Davis or from Miss Tucker's office if a student has to go to the infirmary during school hours.

7. It is suggested that new girls do not get such things as bedspreads, curtains, rugs, etc., until they arrive at school. If they wait to do this, they may decide with their roommates exactly what they want.

VI—FIRE DRILLS

The signal for fire drills is the siren and ten rings of the bell.

A. Girls on Halls

1. Turn on light.

2. Close windows.

3. Take towel (bath).

4. Put on coat.

5. Close door and transom of room.

6. Stand at appointed place in hall (unless hall teacher rules differently, the appointed place shall be single file at the head of the stairs).

7. Number off when signal is given by fire captain.

8. Proceed without talking (single file) down appointed stairway and to appointed place on the campus.

9. Again number off when signal is given by captain (to see that all are out).

10. Return at signal of one bell.

11. *Absolute quiet during whole drill.*

VII—ANNOUNCEMENTS

Announcements may be made only by giving them, written, to Miss Tucker to be posted in their proper divisions of the Bulletin Board. Only Miss Tucker may post announcements, and all announcements must be handed to her by 10:00 a.m.

FACULTY RULINGS

GRADING

The following system of grading is used at Saint Mary's:

All grades will be given in letters.

A—90 to 100.

B—80 to 90.

C—70 to 80.

D—65 to 70.

E—Conditional; passing grade may be obtained by re-examination.

F—Failure; course must be repeated for credit.

Students more than four weeks late may not get credit for the semester.

REPORTS

Grade reports are sent twice each semester to parents or guardian. These reports show standing of the student and all work covered.

CHANGE IN COURSE

No new course may be entered after the first two weeks of each semester, unless recommended by the teacher.

ALLOWED ABSENCES FROM CLASS FOR JUNIORS
AND SENIORS

More than 10 absences during a semester will debar a student from the final examination in a 4-hour course; more than 8 in a 3-hour course; more than 5 in a 2-hour course; more than 3 in a 1-hour course.

More than 4 *unexcused* absences for a 4-hour course; more than 3 *unexcused* absences for a 3-hour course; more than 2 *unexcused* absences for a 2-hour course; more than 1 *unexcused* absence for a 1-hour course, each semester, shall debar a student from final examination. (In some cases permissions to take the examinations may be secured from the Executive Committee.)

Unexcused absences are those not excused by the President or the physician.

Absences before or after holidays shall be considered doubled.

Two tardies equal one absence.

POINT SYSTEM

No girl may hold offices amounting to more than 10 points during the year.

OFFICES COUNTING 8 POINTS

President of the Student Government Association.
Presidents of Classes.
Presidents of Athletic Associations.
Editor-in-Chief of *Stage Coach*.
Editor-in-Chief of *Bulletin*.
Editor-in-Chief of *Belles*.
Business Manager of *Stage Coach*.

OFFICES COUNTING 6 POINTS

First Vice President of the Student Government Association.
Secretary of Student Government Association.
Chief Marshal.
President of the Young People's Service League.
President of the Altar Guild.
Presidents of the Literary Societies.
President of the Circle.

OFFICES COUNTING 4 POINTS

Second Vice President of the Student Government Association.
Honor Council Representatives (elective).
Legislative Body Representative (elective).
President of the Dramatic Club.
Marshals.

OFFICES COUNTING 2 POINTS

Vice Presidents and Secretary-Treasurers of classes.

Presidents of Departmental Clubs.

Chairman of Grounds Committee.

Secretaries of Literary Societies.

Secretary of Altar Guild.

Vice President of Circle.

Secretary of Circle.

Treasurer of Circle.

ORGANIZATIONS

I—HONORARY

THE ORDER OF THE CIRCLE

President	Beppy Hunter
Vice President	To be elected
Secretary	Laura Gordon
Treasurer	Elizabeth Tucker

As the circle symbolizes unity, so the purpose of this organization shall be to promote a spirit of co-operation among the students and between the faculty and the students by the cultivation of high ideals of fellowship, service, citizenship, and scholarship and to assist new students in finding their place in school life and activities.

LITERARY SOCIETIES: SIGMA LAMBDA AND E. A. P.

Sigma Lambda

President	Rebecca Barnhill
Vice President	To be elected
Secretary-Treasurer	To be elected

E. A. P.

President	Gertrude Carter
Vice President	To be elected
Secretary-Treasurer	To be elected

The members of the two Literary Societies are chosen by the members on the basis of their writing ability. During the year, the societies study poetry,

essays, and short stories, and each member must write two papers. These are submitted to judges, who give points to the best ones. At the end of the year, a cup is given to the society which has earned the most points.

LETTER CLUB

President	To be elected
Vice President	To be elected
Secretary-Treasurer	To be elected

The Letter Club is the Honorary athletic society. Its members, those girls making all-star teams in any of the major sports, are given their association insignias.

II—VOLUNTARY

ALTAR GUILD

President	To be elected
---------------------	---------------

The Altar Guild, which has charge of preparing for Chapel Services, is composed only of Seniors.

CHOIR

Membership to the choir, which is directed by Mr. Jones, is open to any student. The choir vests only on Sunday.

GLEE CLUB

The Glee Club members are chosen from the applicants by the head of the music department. Every spring the Glee Club presents an operetta.

POLITICAL SCIENCE CLUB

President	To be elected
Vice President	To be elected
Secretary-Treasurer	To be elected

The Political Science Club is open to all Juniors and Seniors. At its meetings a guest speaker or the director, Mr. Guess, addresses the group on present political problems.

THE DRAMATIC CLUB

President	Helen Kendrick
Business Manager	Louise Wilson
Secretary-Treasurer	To be elected

The Dramatic Club, sponsored by Miss Davis, is open to everyone in school. Its members present several plays to the student body, and attend plays given at Chapel Hill by the Carolina Playmakers. They compete each year in the Carolina Dramatic Association State Tournament.

III—AUTOMATIC

YOUNG PEOPLE'S SERVICE LEAGUE

President	Laura Gordon
Vice President	To be elected
Secretary-Treasurer	Agnes Hayes

Every Saint Mary's student is a member of the Young People's Service League of the Diocese of North Carolina, and is expected to do her share towards the support of an orphan at Thompson

Orphanage, Charlotte, N. C., and the old-clothes box which is sent annually to Little Switzerland, N. C., to be used for rummage sales. All students are expected to attend meetings which are held in the parlor on various Sunday nights.

ATHLETIC ASSOCIATIONS: [SIGMA AND MU]

Sigma

President Virginia Kaulbach
 Vice President Hak Kendrick

Mu

President Laura Spencer
 Vice President Grace Thompson

There are two athletic clubs, Sigma and Mu, to one of which every girl in school belongs. Each club has its President and Vice President. These four people and the two Physical Education teachers make up what is called the Athletic Board, which plans the year's program of extra-curricular athletic activities and keeps records relating to the point system.

The athletic activities at Saint Mary's are divided into major and minor sports. As these sports are carried on through the year, teams are chosen and tournaments are played. Individual girls are given points for making teams or placing in tournaments. Also points are given to the Athletic Association whose members win a tournament.

At the end of the year the Athletic Board makes awards as follows:

1. The Athletic club receiving the highest number of points gets the plaque that is presented each year to the winning club.

2. The three individual girls who make the most points during the year receive the highest athletic award.

3. The most outstanding girl in each major sport receives an award.

4. Girls making all-star teams are asked into the Letter Club, the honorary athletic society, and are presented with the club insignia.

5. If a girl has not received an award but has accumulated three hundred points while a student at Saint Mary's, she will be given a special award for points. It is quite possible for the girl who is interested but not outstanding, to make 300 points in two years.

DEUTSCHER VEREIN

President	} . . . To be elected
Vice President	
Recording Secretary	
Corresponding Secretary	
Treasurer	
Social Committee.	

The Deutscher Verein is a club of German students. At its meetings, the club is addressed by

Germans or professors of German, and sometimes the group journeys to another college to meet other German students.

THE GRANDDAUGHTERS' CLUB

The Granddaughters' Club is composed of the girls whose mothers or grandmothers are alumnæ of Saint Mary's. The present objective of the Granddaughters' Club is to raise money for the Centennial.

THE DOCTORS' DAUGHTERS' CLUB

President	Sue Harward
Vice President	To be elected
Secretary	To be elected
Social Secretary	To be elected
Treasurer	Helen Kendrick

Those girls whose fathers are doctors compose the Doctors' Daughters' Club, under the leadership of Mrs. Naylor. Their aim is to help those people who are less fortunate than themselves with clothes, money, and spiritual encouragement.

STUDENT PUBLICATIONS

Editor-in-Chief of the *Stage Coach* . Erwin Gant

Editor-in-Chief of the *Bulletin*,

Mary Willis Douthat

Editor-in-Chief of the *Belles* . . . Joyce Powell

Business Manager of the *Stage Coach*,

To be elected

There are three publications at Saint Mary's: the *Stage Coach*, the *Bulletin*, and the *Belles*. The *Stage Coach* is the annual, given out each year on Class Day. The *Bulletin* is the literary magazine, published in October, March, and June. The *Belles* is the semi-monthly newspaper.

The staff of the publications consist of a separate editor for each publication and a staff which serves on all three. The staff is chosen from the school at large and is supervised by the Head of the English Department.

The editors of the publications are elected in the spring of each year by the student body. Nominations are made by the retiring editors and may be supplemented by floor nominations.

The publications' staff, consisting of about eighteen members, is chosen by the editors and the advisers on the basis of writing ability in competitive trials at the beginning of each year. All girls are urged to try out for the staff.

At the end of each year the three editors, business manager, and three outstanding members of the staff are awarded keys for their year's work.

MARSHALS

Chief Marshal	Laura Butcher
Assistant Marshals	Mary O'Keeffe
	Phyllis Gatling
	Laura Gordon
	Elsie Brooks

New marshals are elected by the student body from the rising Senior class, and assume their duties at the Easter morning service. The marshals take up collection in chapel, lead chapel lines, act as ushers at entertainments in the auditorium, and serve in numerous other ways.

CUSTOMS AND TRADITIONS

At Saint Mary's, as at all other schools, it is upon the customs and traditions that the co-ordination of the Student Body, and more especially the cultivation of school spirit, depend. These customs are the legacy of the ongoing classes; they are the inheritance of the classes to come.

TRADITIONS

Seniors

(1) If possible, every Senior comes for orientation week in order to become acquainted with the new girls and help to make them feel more at home in their new surroundings.

(2) Every Senior has a "little sister" chosen from the underclassmen.

(3) The Seniors sponsor a dance given in December.

(4) The night preceding Christmas holidays, the Seniors give a Christmas pageant in the Chapel. Early the next morning they sing Christmas Carols to the students and Faculty on the campus.

(5) In May the Seniors bid farewell to the student body at the school party. Here they drop their dignity for the last time and play informally for the faculty and students.

Juniors

(1) The Juniors entertain the faculty and the student body at a "Spooky" party, the annual Hallowe'en party.

(2) In the spring, the Juniors give the Junior-Senior dance in honor of the Seniors.

(3) The Juniors make the daisy chain that the Seniors carry on class-day.

General

(1) As a part of orientation, the school gives the Old Girl-New Girl party on the first Saturday night after school has opened.

(2) Each Saint Mary's student belongs to one of the two athletic societies, the Sigma and Mu. The Sigma-Mu party, given at the first of school, introduces students to the rivalry and sportsmanship that is evidenced in the societies throughout the year.

(3) The students welcome visitors by singing to them in the dining room.

(4) The student body remains at school Easter in order to participate in the beautiful early morning service.

(5) Step singing at the end of school is the formal farewell of the Seniors to the school and of the other classes to the Seniors.

(6) School is dismissed by the chief marshal when she drops a handkerchief.

SOCIAL LIFE

Saint Mary's believes that a certain amount of social life is just as necessary to the student as classroom work. Accordingly, there are formal entertainments and informal ones.

The formal entertainments include the Old Girl-New Girl party and the Sigma-Mu party, both of which are at the beginning of the year. These are followed by the Y. P. S. L. picnic, the Hallowe'en party, faculty recitals, the swimming meet, and, in the spring, May Day and the School Party. There are special formal dinners for Valentine's Day and Christmas, and towards the end of school the Letter Club banquet is given. During the year, various social activities take place: Dramatic Club plays, the Glee Club performance, entertainments during Graduation week, and football games, plays, and concerts, in Raleigh and elsewhere. There are smaller social functions for certain groups in school. These include the Senior dance in the winter, the Junior-Senior in the spring, as well as several entertainments for the Seniors and banquets for the various organizations in the spring also.

The informal social activities, such as dates on Saturday and Sunday, dancing in the parlor after dinner, going down town during the week and out with friends during week-ends, are a continual source of pleasure, and give an opportunity for relieving the routine of classes.

The formal entertainments with their "special occasion" significance, promote school spirit, and

serve as events to be remembered and anticipated each year with great pleasure. Friendships which are made at the school parties at the beginning of the year are enlivened by these annual gatherings; here classwork and worries are forgotten, and from which programs and souvenirs are saved to be treasured as symbols of "some good old times."

LIBRARY

The Saint Mary's library, with its excellent collection of books and current periodicals, is one of which the school may well be proud. There are trained librarians and assistants on hand at all times, and for the students' further convenience a suggestion box is kept on the librarian's desk. Requests for certain books, for magazines, or for new library regulations are put in this box to be considered and granted if possible. The library is open every day and affords a quiet place for concentration and work. It is a valuable, in fact vital, part of the school life of every Saint Mary's girl.

THE CHAPEL

In the group life of Saint Mary's, the Chapel plays an important and vital part. On Sundays there is an early celebration of Holy Communion, at which attendance is voluntary. At the eleven o'clock service of Morning Prayer and sermon, everyone is expected to be present. In the afternoon at five-thirty the school gathers again for choral evensong, a beautiful service which attracts many

guests to the school and at which the true spirit of Saint Mary's is felt.

The short devotions before morning classes are a fitting beginning of each new day and serve to remind the Student Body that their spiritual life, as well as their physical and mental life, must be developed while they are here at Saint Mary's.

Learn these words before the opening of school:

ALMA MATER

(TUNE: "*Believe Me If All Those Endearing
Young Charms*")

Saint Mary's! wherever thy daughters may be
They love thy high praises to sing,
And tell of thy beauties of campus and tree
Around which sweet memories cling;
They may wander afar, out of reach of thy name,
Afar out of sight of thy grove,
But the thought of Saint Mary's aye kindles a flame
Of sweet recollections and love.

Beloved Saint Mary's! How great is our debt!
Thou hast cared for thy daughters full well;
They can never thy happy instructions forget,
Nor fail of thy virtues to tell.
The love that they feel is a heritage pure;
An experience wholesome and sweet.
Through the fast rolling years it will grow and
endure;
Be a lamp and a guide to our feet.

May the future unite all the good of thy past
With the best that new knowledge can bring.
Ever onward and upward thy course! To the last
Be thou steadfast in every good thing.
Generations to come may thy fair daughters still
Fondly think on thy halls and thy grove
And carry thy teachings—o'er woodland and hill—
Of earnestness, wisdom, and love.

HAIL, SAINT MARY'S

Adapted from Margaret Mason Young, 1899

In a grove of stately oak trees,
Where the sunlight lies,
Stands Saint Mary's true and noble
'Neath the Southern skies.

*Far and wide, oh sound her praises,
Chorus full and free,
Hail, Saint Mary's, Alma Mater,
Hail, all hail to thee!*

Well we love the little Chapel,
Ever hold it dear;
Hear the echoes of the music,
Rising soft and clear.

Far and wide, etc.

There the ivy and the roses
Climb the old stone wall,
There the sweet, enticing bird notes
Sound their magic call.

Far and wide, etc.

There the bonds of friendship strengthen,
As her beauties charm,
We draw close to Alma Mater,
Trust her guiding arm.

Far and wide, etc.

*If this book is lost, additional copies may be obtained
at the office at a cost of ten cents each.*



Student...

HANDBOOK

• 1940—1941 •

STUDENT HANDBOOK

Saint Mary's School

and

Junior College

Raleigh, N. C.

1940-1941



AUTHORIZED BY

Student Government Association

EDITED BY PAGE M. MARSHALL

BRING THIS BOOK WITH YOU

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Welcome



Time simply flies. Before long we of Saint Mary's will be saying welcome to you New Students and wishing you a happy year on our campus. By the same token the Old Girls will be returning to familiar grounds to spend another pleasant year together.

This Handbook preview of Saint Mary's is especially recommended for the New Students. For, if by the end of this summer you have a first rate knowledge of its contents, you will not feel that you are coming into strange surroundings.

Saint Mary's is justly proud of its Student Government, for it offers individual opportunity in the same measure that it engenders individual responsibility.

The main benefit of the Handbook to us Old Students is that it serves to refresh our memories and acquaint us with all changes or revisions.

Time is bringing September nearer. I am looking forward to greeting each New Girl personally and to renewing friendship with those who have experienced the many pleasures of Saint Mary's. Hence I bid each and every one, Welcome.

ADELAIDE RODMAN CURTIS, *President,*
Student Government Association.

PROLOGUE

In the spring of 1937, and at the instigation of the faculty, the student body of Saint Mary's School voted to reorganize the then limited student government and to extend it to include all phases of student conduct. This adoption of complete student government based on the Honor Code was motivated by the students' honest belief that self-government guided by rigid honesty is the most intelligent and pleasant method of administering a well ordered society. During the years that this new plan has been in operation a sufficient number of difficulties have been solved and smoothed out to convert the original "beliefs" into deep and stalwart convictions, convictions that are synonymous with principles. Years of such student government have made the whole student body jealous of this privilege of governing themselves; consequently, they regard any violation of the Honor Code as an attack on, and as dangerous to, student government, and naturally punish it promptly, justly, and appropriately.

But more important and significant than simply maintaining student government is the attitude that has developed within the whole student body toward the single idea on which the whole student government is built: HONESTY. Here a girl's word is her bond. When questioned officially, whether in the classroom, on the athletic field, or anywhere else,

a girl is *expected* and *required* to be *rigidly truthful*. Obviously, honesty of *word* is but a mockery unless accompanied by honesty of *action*. Defined simply, cheating is securing information at a time and in a manner that is not permitted. Stealing is taking and keeping, without permission from the owner, anything that belongs to somebody else. Thus, *lying*, *cheating*, and *stealing* are the three worst violations of the Honor Code and may be punished by Dishonorable Dismissal from the school.

The contributions of Saint Mary's School to the growth and development of a girl's character cannot be summed up in the mere words of this or that particular code. The Constitution and Regulations of student government, the accumulation of ninety-odd years of tradition, the atmosphere of the School's stately lawns and buildings, the lasting achievements of past administrators and students, and the high purpose and scholastic standing of the school all mingle into a single enduring force that indelibly leaves its mark on every Saint Mary's girl. Thus is she known.

CALENDAR FOR 1940-41

99TH ANNUAL SESSION

1940

September 9, Monday:

Faculty assembly; Registration and Classification of Day Students.

September 10, Tuesday:

New Resident Students report.

September 11, Wednesday:

Returning Resident Students report; Registration and Classification of Resident Students; Placement Tests for New Students.

September 12, Thursday:

Opening Service of Advent Term.

November 1, Friday:

All Saints: Founders' Day.

November 21 or 28, Thursday:

Thanksgiving Day.

December 20, Friday:

Christmas Recess Begins at 5:00 a.m.

1941

January 6, Monday:

Resident Students report by 9:45 p.m.

January 27, Monday:

Easter Term begins.

February 27, Wednesday:

Ash Wednesday—Lent begins.

March 12, Wednesday:

Spring Recess begins at 12:30 p.m.

March 18, Tuesday:

Spring Recess ends, 9:45 p.m.

April 11, Friday:

Good Friday.

April 13, Sunday:

Easter Day.

May 10, Saturday:

Alumnæ Day.

May 24-27:

Commencement Week-end.

OFFICERS OF THE STUDENT GOVERNMENT ASSOCIATION FOR 1940-41

President	Adelaide Curtis
Vice President	Jinnette Hood
Secretary	To be elected from Honor Council
Honor Council Members	To be elected

CONSTITUTION OF THE STUDENT GOVERNMENT ASSOCIATION

Whereas we, the Students of Saint Mary's School and Junior College, do wish to assume the responsibility for striving to uphold the principles of honor and self-reliance, and to promote successful group living, we do hereby organize ourselves with the co-operation of the Faculty into an association.

Article I—Name

This organization shall be called the Student Government Association of Saint Mary's School and Junior College.

Article II—Purpose

The purpose of this organization shall be to regulate student conduct; to inculcate the principles of self-control, responsibility, honor among the students, and loyalty to the school; to maintain a spirit of co-operation between the students and faculty;

and to further in every way possible the best interests of Saint Mary's.

Article III—Membership

SECTION 1. Every student while enrolled in Saint Mary's School is a member of the Student Government Association.

SEC. 2. Every member shall be responsible for familiarity with the Constitution of the Student Government Association and with all regulations concerning student conduct.

Each student after entering Saint Mary's shall be required to sign the following statement:

I have read the Student Handbook of Saint Mary's School, and I accept the responsibility for knowing the contents of this Handbook, including the Constitution of the Student Government Association and all regulations concerning student conduct.

Article IV—Advisers

SECTION 1. There shall be a Faculty Adviser to the Student Government Association, and a Faculty Adviser to the Hall Council appointed by the President of the school. The President of the Student Government Association and the Chairman of the Hall Council may suggest to the President of the school certain faculty members as advisers.

SEC. 2. The duties of the Faculty Adviser to the Student Government Association shall be:

(a) To consult with the President of the Student Government Association on all matters pertaining to the administering of Student Government affairs.

(b) To help train the Honor Council in methods of procedure, evidence, analysis of information, and the correct manner of writing up reports to be submitted to the President of the school.

(c) To be Adviser to the Honor Council in all their hearings and deliberations.

(d) To act for the Faculty Adviser to the Hall Council in the absence of that Adviser.

SEC. 3. The duties of the Adviser to the Hall Council shall be:

(a) To consult with the Chairman of the Hall Council on all matters pertaining to dormitory and campus regulations.

(b) To help train the Hall Council in methods of procedure, evidence, and analysis of information.

(c) To be Adviser to the Hall Council in all their meetings.

(d) To act for the Faculty Adviser to Student Government in the absence of that Adviser.

Article V—Officers

SECTION 1. (a) The principal Student Government officers, serving for one year, shall be the following: a President, a Vice President, a Secretary, a Chairman of the Hall Council, a President of the Day Students. See Article 10, section 3, b.

(b) There shall also be the following officials: members of the Honor Council, Presidents and Vice Presidents of the Halls, student members of the Legislative Body, a Chief Marshal, four other Marshals, Chief Dance Marshal, and eleven other Dance Marshals.

SEC. 2. (a) The duties of the President shall be:

1. To call and preside over all meetings of the Honor Council and of the Student Government Association.

2. To appoint a senior to act as chairman of each class and of the day students until the President shall have been elected.

3. To appoint the student members of the Committee on Constitution.

4. To submit to the President of the School in the fall suggestions concerning appointments of faculty members to serve in official capacities in the Student Government Association.

5. To serve on the Hall Council, *Ex-Officio*.

6. To serve on the Legislative Body.

(b) The duties of the Vice President shall be:

1. To perform the duties of the President in her absence or at her request.

2. To act as chairman of the Committee on Constitution.

3. To serve on the Honor Council, *Ex-Officio*, except when acting for an absent member.

4. To act as chairman of the New Girl Training Committee.

5. To collect at the end of each school year all records of Secretary of Student Government Association, Hall Council, Legislative Body, and to turn them over to the Secretary to President of the School, who will deposit them in a file provided for that purpose.

6. To serve as an *Ex-Officio* Member of the Legislative Body.

(c) The duties of the Secretary shall be:

1. To record the proceedings of all meetings of the Student Government Association.

2. To act as Secretary to the President of the Association.

3. To act as Secretary to the Honor Council.

4. To post on the Association Bulletin Board after the formation of each committee of the General Association the names of the members and the faculty adviser to that committee. All such lists shall remain posted throughout the rest of the school year.

(d) The duties of the Chairman of the Hall Council shall be:

1. To call and preside over all meetings of the Hall Council.

2. To be responsible for the general functioning of the Hall Council.

(e) The duties of the President of the Day Students shall be:

1. To keep the day students informed of Student Government activities.
2. To call and preside over meetings of the day students:
3. To serve on the Legislative Body, *Ex-Officio*.

(f) The duties of each member of the Honor Council shall be:

1. To attend all meetings of the Honor Council.
2. To encourage an active co-operation with the Student Government Association.

(g) The duties of each Hall President shall be:

1. To call and preside over meetings of her hall.
2. To serve on the Hall Council.
3. To enforce Hall Council Regulations on her hall.
4. To grant such dormitory permissions as she deems advisable.
5. To keep her hall teacher informed of all changes and innovations instituted by the Hall Council, and all other important matters.

(h) The duties of each Hall Vice President shall be:

1. To assist her Hall President at all times.
2. To attend Hall Council meetings in the absence or at the request of her Hall President.

(i) The specific duties of the Chief Marshal shall be:

1. To list the duties of the marshals and to see that these duties are carried out.

2. To drop a handkerchief to mark the final dismissal of students at the close of the school year.

(j) The duties of all marshals shall be:

1. To act as ushers for the Chapel services and other formal occasions of the school.

2. To maintain order in all student body gatherings.

(k) The duties of the Chief Dance Marshal shall be:

1. To be responsible for the general functioning of the Dance Marshals.

2. To plan, together with her Executive Committee, and to carry out the details of all dances held at the school.

(l) The duties of the Dance Marshals shall be:

1. To see that all plans of Executive Committee of Dance Marshals are carried out.

Article VI—Honor Council

SECTION 1. There shall be an Honor Council of the Student Government Association composed of the following members: the President of the Association, the Vice President of the Association, two other seniors, two juniors, one underclassman, and

one day student. Of these, the presiding officer shall have no vote except in case of a tie, and the Vice President shall have no vote except in the absence of a voting member.

The Faculty Adviser to the Association shall serve as Faculty Adviser to the Honor Council.

At the beginning of each school year the returning members of the Honor Council of the preceding year, together with the President and Vice President of the Association and necessary temporary appointments from the Senior Class agreed upon by the President and Faculty Adviser, shall act as a temporary Honor Council to serve until the new Honor Council shall have been elected.

SEC. 2. It shall be the duty of the Honor Council to have general supervision of the workings of the Student Government Association, to act as a supreme court and advisory body to the Hall Council, and to take whatever actions may seem advisable in order to maintain a high level of student conduct.

SEC. 3. It shall be the duty of the Honor Council to determine the guilt or innocence of any student accused of an infraction of the Honor System or to adjudicate any case referred to it by the Hall Council.

SEC. 4. The Officers of this Body shall be as follows:

(a) A president whose office the President of the Association shall automatically fill. It shall be the duty of the President to call and to preside over all

meetings of the Honor Council, to sign all reports of the Council, and to give to the Student Body the outline and disposition of every case acted upon by the Council.

(b) A secretary elected in the fall by the Honor Council from its own membership. It shall be the duty of the Secretary to keep full minutes of each Council meeting, to write and type all reports of the Council, to notify members of the meetings, to perform general secretarial duties at all meetings of the Student Body, and to communicate in writing to the students concerned the penalties decided upon and imposed by the Honor Council.

SEC. 5. EXCEPT in meeting with the Executive Committee of the Faculty, Honor Council members may not discuss matters that come before them with any persons other than the following: fellow Honor Council members, the Faculty Adviser to the Honor Council, the President of the School, student petitioners (see Article VI, Section 9), a faculty member under whose jurisdiction the infraction is alleged to have occurred. *The slightest infraction of this rule will be dealt with severely.*

SEC. 6. The Honor Council shall have power to summon before it and to require testimony from any member of the association or any member of the faculty, and to inflict penalty on any student for refusal to testify.

SEC. 7. In all cases brought before it, the Honor Council shall send to the president of the school a typed report containing the original report, a digest

of the Council's findings, and its recommendations for the disposition of the case.

SEC. 8. In all cases tried or reviewed before the Honor Council the accused student shall be personally heard in her own defense before penalty is recommended, unless she shall with the approval of the Council choose to send a written statement or a representative.

SEC. 9. The disposition of each case brought before the Honor Council shall be, with names deleted, read before the student body as early as possible. Details concerning any case may be obtained by a written petition submitted to the Honor Council. Such a petition must be signed by three or more students, who will then appear before the Honor Council to receive explanations.

SEC. 10. The Honor Council, after consulting with the President of the School, shall pass on all organizations petitioning for a place on campus. The organization shall submit to the Honor Council its constitution or a statement of its purpose.

SEC. 11. The Honor Council, augmented by the Senior, Junior, Sophomore, Freshman, Business Class, and Day Student Presidents, shall receive from the faculty ten nominations for Monograms, from which the Council by secret ballot shall choose six. Ballots shall be counted by the President of the Association and kept a strict secret until the night of Senior School Party.

Article VII—Hall Council

SECTION 1. There shall be a Hall Council of the Student Government Association composed of the following: The Chairman of the Hall Council, the Hall Presidents, two day students, and the President of the Student Body, who shall serve as an *ex-officio* member.

(a) Except when filling in for Hall Presidents, hall vice presidents shall attend Hall Council Meetings only upon request.

There shall also be a Faculty Adviser to the Hall Council who may attend Hall Council meetings.

SEC. 2. The duties of the Hall Council shall be:

(a) To devise and codify all regulations in the hands of the students and not specifically under the jurisdiction of the Honor Council, and to administer penalties for violations thereof.

(b) In cases where a student wishes to appear before the Hall Council in her own defense, to give her the privilege of a hearing.

(c) To modify or expand Hall Regulations for any one hall if sufficient provocation arises.

SEC. 3. The officers of this Body shall be as follows:

(a) A Chairman elected from the incoming Senior Class by the Student Government Association. It shall be the duty of the Chairman to call and preside over all meetings of the Hall Council and to have a general supervision of the functioning of the Hall Council.

(b) A Secretary elected in the fall by the Hall Council from its own membership. It shall be the duty of the Secretary to keep full typed minutes of each Council meeting; to notify students of penalties imposed upon them, and to post on the Hall Council bulletin board names, offenses, and penalties as soon as the latter have been decided upon; to keep a file of every report and the manner of its disposition; to perform general secretarial duties.

SEC. 4. The Hall Council shall meet weekly at a scheduled hour unless a more important event interferes. Day student members shall be required to attend only those specified meetings at which day student matters shall be discussed. Special meetings may be called at the discretion of the chairman.

SEC. 5. Any student who tries to deceive the Hall Council shall be sent before the Honor Council for violation of the Honor Code. The Hall Council may refer any case to the Honor Council for final adjudication.

Article VIII—Legislative Body

SECTION 1. There shall be a Legislative Body of the Student Government Association composed of Faculty and student members. The faculty members shall be the Dean of Students, Secretary to the President, the Adviser to the Student Government Association, the Adviser to the Hall Council, and one other appointed by the President of the School for a term of two years; the President of the Student Government Association, the President of the Day Students, two representatives from the Junior

Class; one representative from each of the other academic classes; a representative from the Business Class; the Editor of the HANDBOOK; the class presidents of academic classes.* Of these, the Editor of the HANDBOOK and the class presidents may not vote, and either the Dean *or* Secretary to the President may vote.

SEC. 2. The duties of this body shall be:

(a) To pass or reject student petitions regarding social and dormitory regulations.

(b) To examine in detail, to pass or reject all work done by the Constitution Committee.

(c) To initiate such petitions and amendments to the Constitution as it deems advisable.

SEC. 3. The officers of this Body shall be as follows:

(a) A Chairman elected from the faculty members, whose duty shall be to call and preside over all meetings, discuss all passed petitions with the President of the School, and report on them to the Legislative Body and to the student body.

(b) A Secretary elected from the class representatives. It shall be her duty to notify members of the meetings, to keep minutes, to keep permanent records of all petitions, and to perform general secretarial duties.

*An academic group to merit representation as a class must have its own class organization.

SEC. 4. The first regular meeting shall be held before the first of November, at which time officers of this Body shall be elected, and any desired committees appointed. The second regular meeting shall be held the first or second week after mid-year examinations. The last regular meeting shall be held not later than the first week in May. Special meetings may be called at the discretion of the Chairman.

SEC. 5. There shall be a Committee appointed by the Chairman of the body to edit and classify all petitions. One of the Junior Class representatives shall be chairman of this committee.

SEC. 6. The procedure for petitioning shall be as follows:

Before Christmas vacation of each school year petitions signed by three or more students may be submitted to a class representative, by whom they will first be edited and then be submitted to the Committee on Petitions. These petitions in their final form shall be posted on the Association Bulletin Board at least three days before the mid-term meeting of the Legislative Body.

SEC. 7. A measure may be passed by a majority of all voting members.

SEC. 8. (a) After the last meetings the petitions passed by the Legislative Body and approved by the President of the School shall be announced by the Chairman of the Body at a general Association meeting, shall be posted on the Association Bulletin

Board, and shall be printed in the HANDBOOK for the following year. At the meeting at which the announcements are made the Chairman shall explain the rejection of any petition or petitions which failed to be passed and approved.

(b) Petitions shall ordinarily become effective as legislation during the next school year after their passage and approval. If, however, there should arise a situation which, after serious consideration, is recognized by a two-thirds majority of the voting members as an emergency, then a petitioned regulation may become effective at any date decided upon by the Body and approved by the President of the School.

Article IX—Committees

SECTION 1. There shall be a New Girl Training Committee.

(a) This committee shall be composed of the Vice President of the Association as chairman, and any old girls whom she may appoint as members.

(b) The duties of this committee shall be to supervise new girl orientation, and to hold classes in which the new girls shall be trained to become informed and co-operating members of the Association.

SEC. 2. There shall be a Nominating Committee.

(a) This committee shall be composed of one Senior appointed by the President of the Senior Class, two Juniors appointed by the President of the Junior Class, one day student appointed by the

President of the Day Students. The President of the Student Government Association shall act as an *ex-officio* member.

(b) The duty of this committee shall be to nominate the officers of the Student Government Association as provided in Article X.

SEC. 3. There shall be a Committee on Constitution.

(a) This committee shall be composed of the Vice President of the Association as chairman, two students appointed by the President of the Association, two faculty members appointed by the President of the School.

(b) Throughout the year this committee shall study the Constitution and prepare recommendations for revisions which it deems advisable. It shall complete and submit its entire report to the Legislative Body before its last regular meeting.

SEC. 4. There shall be a *Handbook Committee*.

(a) The Editor of the *Handbook*, elected by the Honor Council, shall serve as chairman and shall choose her own committee, including a faculty adviser.

(b) The duty of the committee shall be to edit the *Student Handbook*.

SEC. 5. There shall be a Student Drive Committee.

(a) This committee shall be composed of a Chairman appointed by the President of the Association and members appointed by the Chairman.

(b) This committee shall have as adviser a faculty member chosen in the fall by the chairman of the committee, the President of the Association, and the President of the School.

(c) The duties of this committee shall be to arouse student interest in a definite project for the school and to promote student support of this project.

SEC. 6. There shall be an Executive Committee of Dance Marshals.

(a) The duties of this committee shall be to direct and have charge of all dances held at Saint Mary's.

(b) To submit suggestions for a Faculty Adviser to the President of the School, who shall then appoint such an adviser.

Article X—Elections

SECTION 1. (a) For any election which involves the whole student body but which is not specifically provided for in the Student Government Association Constitution, the President of the Association shall appoint a special nominating committee.

(b) In every student election in which a nominating committee functions nominations may be made from the floor.

(c) All student body nominations, including those of class presidents, must be approved by the President of the School.

(d) Nominations for all student government officers except those elected by the Honor Council must be posted on the Association bulletin board at least three days before the election. (N.B.—When there is but one nominee for an office, she shall be declared automatically elected.)

(e) No student may be eligible for a campus office or a class presidency unless she have a C-average (70-79), and be an unconditioned member of the class.

SEC. 2. Procedure shall be as follows for all elections of general Association officers and all other elections involving the whole student body:

(a) Elections shall be carried by a simple majority unless there are more than two nominees, in which case there must be selective voting. The President of the Association shall not vote except in case of a tie.

(b) The ballot-box system of voting shall be used in all elections of general Association officers, and may be used for others at the discretion of the President of the Association.

Balloting shall be held at a time and place specified by the President of the Association, and each student shall vote in secret and cast her ballot alone. All ballots must be written and signed, and there shall be no absentee voting. Ballots shall be counted by the President of the Association and the Presidents of the Senior and Junior Classes, or by some officer delegated by the President of the Association. The result shall be announced and then posted on

the Association bulletin board. The polls captains shall be appointed by the ballot counters.

(c) In case of a vacancy in a major office, there shall be a special election.

(d) The Presidents of the classes and the representatives to the Legislative Body shall be nominated and elected by their respective classes. Selective voting shall be used.

(e) Members of the Honor Council shall be nominated and elected by the groups they represent.

(f) Each of the four academic classes shall elect three Dance Marshals, the one in each class receiving highest number of votes to be a member of the Executive Committee of the Dance Marshals. The Senior Dance Marshal receiving the highest number of votes shall be Chief Dance Marshal.

(g) A Hall President and Vice President of each hall shall be elected at the end of the first school month in the following manner: Girls of the hall may hand to the teacher suggestions for nominees. The names of two girls nominated by the hall teacher shall be posted on the hall for twenty-four hours, and voted on by the girls of the hall. The nominee receiving the highest number of votes becomes the Hall President; the one with next highest vote, the Hall Vice President.

A temporary Hall President to serve for the first month of the school year shall be appointed by each hall teacher.

(h) Day student members of the Hall Council shall be nominated and elected by the day students

at the end of the first month of school. Selective voting shall be used.

(i) The Editor of the *Student Handbook* shall be nominated and elected by the Honor Council from the members of the whole Association.

SEC. 3. (a) The following student officers shall be elected in the spring to serve for the following school year:

1. President of the Student Government Association.

2. Chairman of the Hall Council.

3. Vice President of the Student Government Association.

4. Editors of *The Stage Coach*, *The Bulletin*, and *The Belles*.

5. President of the Senior Class.

6. Marshals.

(b) Only members of the incoming Senior Class shall be eligible for election to these offices.

(c) Election of these officers shall be held in the order listed above, and no other elections shall be held until they shall have been completed.

SEC. 4. The following student officers shall be elected in the fall to serve for the school year:

1. President of the Day Students (elected from Senior Class).

2. Presidents of the academic classes other than the Senior Class, and of the Business Class.

3. Members of the Honor Council.

4. Representatives from each class to the Legislative Body.

5. Editor of the *Student Handbook*. (The election of this officer may at the discretion of the Honor Council come somewhat later in the school year.)

SEC. 5. (a) The President, Vice President, the Chairman of the Hall Council, and Marshals shall be nominated by the Association Nominating Committee and elected by the Association.

(1) The Association Nominating Committee shall nominate ten girls from rising Senior Class and the five elected shall go into office at the eleven o'clock service on Easter Day. The marshal receiving highest number of votes shall be Chief Marshal.

(b) Editors of *The Stage Coach*, *The Bulletin*, and *The Belles* shall be nominated by a committee composed of the outgoing editors and the Publications' Adviser, and elected by the Association.

(c) The President of the Day Students shall be nominated and elected by the day students.

Article XI—Impeachment or Removal from Office

Any girl holding a major office may be impeached or removed from office for abuse, gross negligence of her official duties, or for any conduct unbecoming to her office. A written statement signed by at least three girls and stating the nature of the offense shall be handed to the President of the Student Government Association. The case shall be tried

before a joint meeting of the Hall Council and the Honor Council. The defendant shall be present during the hearing of the case. The Hall Council shall then, by itself, discuss the case and hand its recommendation to the Honor Council. The Honor Council shall make the final decision, taking this recommendation into consideration. A report of the findings of the case and the recommendation for the penalty shall be sent to the President of the School for her approval.

Article XII—Meetings

SECTION 1. (a) A formal meeting of the Association shall be held during the first week of the school year, at which time regulations for student conduct shall be read, and the importance of the *Handbook* emphasized.

(b) A meeting may be called at any time by the President. A special meeting shall be called by her at the written request of five members; the object of such a meeting must be stated in the request.

(c) Two-thirds of the members of the Association shall constitute a quorum.

(d) Unless otherwise herein provided, a majority vote of a quorum shall be binding.

SEC. 2. (a) Regular meetings of groups of new girls shall be held during the first month of the school year for a course in new girl training. The time of these meetings shall be decided upon by the Vice President.

(b) Attendance of the new girls at these meetings shall be compulsory.

SEC. 3. All business of the Association shall be conducted according to Parliamentary procedure.*

Article XIII—Records

At the close of each school year all records of the Student Government Association and its subordinate bodies shall be deposited with the secretary to the President of the School by the Vice President of the Student Government Association.

Article XIV—Amendments and Revisions

An amendment or revision of the Constitution may be proposed by the Committee on Constitution or by any member of the Association, or by the Legislative Body, and must be presented in writing to the President of the Association. The entire proposed amendment or revision must be passed by the Legislative Body and then posted on the Association bulletin board for at least three days before it may be voted on by the student body. Voting shall take place in open student body meeting. The amendment or revision shall go into effect upon acceptance by a majority vote of all the members and approval by the President of the School.

Article XV—Interpretation

All questions of interpretation of this Constitution shall be referred to the President of the School, whose decisions shall be final.

*Robert's *Rules of Order Revised* is recommended as standard reference.

STUDENT REGULATIONS

I—CAMPUS REGULATIONS

A. Dormitory Regulations

1. Hall bell at 10:00 p.m. is the signal for each girl to go to her own hall.

2. Room bell at 10:10 p.m. is the signal for each girl to go at once to her own room and remain there.

3. *Underclassmen* Halls: Light bell at 10:30 for each room except that of Hall President, whose lights may remain on until 10:40 p.m.

4. *Upperclassmen* Halls: Light bell at 11:00 for each room except that of Hall President, whose lights may remain on until 11:10.

5. On Saturday each girl remains on her own hall from 2:00 p.m. until 3:00 p.m. to clean her room. If rooms are straightened, anyone may receive permission from Hall Presidents or hall teachers to spend clean-up hour on Saturday in the library.

6. Inspection of rooms:

(a) Except on Saturday and Sunday, rooms are to be ready for inspection each morning by 8:30.

(b) On Saturday afternoon at three, rooms are to be ready for a special inspection. On Saturday morning bedclothes must be removed from beds and neatly folded, leaving beds to air.

(c) On Sunday the rooms are to be ready for inspection by 10:00 a.m.

7. On Sunday each girl remains quietly in her own room during Quiet Hour, which lasts from 2:00 p.m. to 3:30 p.m. Seniors may spend quiet hour on Sunday in the library.

8. There must be no noise on the halls after room bell or before 7:00 a.m.

9. No student may leave her own hall before 7:00 a.m. Exceptions must be referred to the hall teacher.

10. Quiet must be observed on all halls during the following hours:

9:00 a.m. to 1:00 p.m.

1:45 p.m. to 3:45 p.m.

7:45 p.m. to 9:45 p.m.

(a) Students are requested not to visit other rooms during night study hours except for the purpose of studying.

(b) When a small group of students is making up afternoon study hall, they are requested to sign up in Study Hall from 4:00 p.m. to 6:00 p.m. This studying must be done either in the library or in the Study Hall.

(c) When all students are making up afternoon study hall, they may study in their own rooms.

(d) Students may study in classrooms provided that they leave them in order.

11. Radios: All complaints against radios will be dealt with by the Hall Council.

12. Students may spend Saturday nights out of their rooms if they sign up with Miss Davis, their Hall President, and the Hall President on whose hall they are visiting.

13. All students are required to wear soft bedroom slippers rather than mules.

14. DO NOT DISTURB: This sign is given to each girl and *must not* be crossed.

15. All reports of infractions of Dormitory rules shall be made either to the Hall President or to the Chairman of the Hall Council, and shall be dealt with by the Hall Council.

16. Students are asked to help keep all rooms, halls, and the campus clean at all times.

B. Chapel and Assembly

1. Chapel service is held on Tuesday, Thursday, and Saturday mornings at 8:35, and Friday nights after dinner. Every student is expected to go to Chapel and take her assigned place *on time*.

2. Student assembly for all students in the auditorium is held at 8:25 a.m. on Wednesdays and Fridays. Every student is expected to go to the auditorium and take her assigned place *on time*.

C. Meals

1. Students are required to attend all meals. Exceptions:

(a) Breakfast is not compulsory for seniors, sophomores, and freshmen on Monday mornings. Underclassmen must not ask for dining room supplies.

(b) Breakfast is not compulsory on the first Monday in each *school* month.

(c) Attendance at lunch is not compulsory for Seniors on Saturday.

D. Sun Porch Regulations

1. No radios are allowed on the roof.
2. Property brought on the roof must likewise be taken away.
3. No one is to stand *on* the rail at any time.
4. No one is to stay more than an hour.
5. No more than twenty girls at one time are allowed on the porch.
6. Everyone must be *reasonably quiet*.
7. Rooms passed through to enter Sun Porch must not be disturbed.
8. All girls must sign up on pads provided for that purpose.

E. Library

1. Library Hours:

During the college year, the library is open week days from 8:30 a.m. to 9:45 p.m., and on Sundays

from 12:00 noon until 9:45 p.m. A librarian is on duty—

Monday-Friday—8:30 a.m. to 4:30 p.m.

Saturday—8:30 a.m. to 1:00 p.m.

Three evenings a week—7:30 to 9:45 p.m.

2. The following library offenses will be dealt with by the Honor Council:

(a) Mutilation of any library property, such as marking in books, clipping newspapers, or defacing furniture.

(b) Taking a book from the library without leaving a signed book card at the desk.

(c) Taking a reference book from the library.

3. Additional library regulations will be posted on the Bulletin Board in the library.

F. Use of Telephones

1. Calls may not be made during school hours, during study hours, or after 10:00 at night.

2. Students are not called to the telephone during school or study hours except for emergencies.

3. The General Office telephone in East Rock is open to students from 4:00 to 6:00 p.m. on week days for **INCOMING CALLS ONLY**.

4. Day students may use telephone in General Office.

5. Pay telephones are available during the following hours only:

7:00 a.m. to 9:00 a.m.
10:55 a.m. to 11:00 a.m.
12:55 p.m. to 1:00 p.m.
1:25 p.m. to 1:40 p.m.
3:45 p.m. to 6:30 p.m.
7:00 p.m. to 7:40 p.m.
9:45 p.m. to 10:00 p.m.

On Saturdays:

7:00 a.m. to 9:00 a.m.
10:55 a.m. to 11:00 a.m.
12:55 p.m. to 10:00 p.m.

On Sundays:

8:00 a.m. to 2:00 p.m.
3:30 p.m. to 10:00 p.m.

G. Smoking

Besides the school's belief that smoking is detrimental to adolescent girls, the matter presents difficult problems when both high school and college students are concerned. For these reasons Saint Mary's does not permit smoking in the school.

Away from school girls may smoke only on these conditions:

1. In public places accompanied by approved chaperons.

2. In private homes with the permission of the hostess.

II—OFF CAMPUS REGULATIONS

A. Town

1. Week-day special permission slips must be filed at Miss Davis' desk immediately after lunch, except on Tuesdays and Thursdays. On these days permission slips are signed in Miss Tucker's office. (Subject to variation.)

2. At any time on Saturday or on Saturday night, students may sign the Town Sheet on the parlor table for Saturday night movies. Students must be accompanied by a chaperon.

3. All students must be suitably dressed when they leave the school at any time. Hats and stockings are required.

4. EACH STUDENT IS RESPONSIBLE FOR SEEING THAT SHE IS SIGNED IN AND OUT CORRECTLY.

5. Girls are not expected to go into office buildings or hotels unchaperoned, or to go south of the S. and W. Cafeteria.

6. SENIORS:

(a) Seniors may have four town permissions a week, 3:45-6:00 p.m., for shopping. One of the permissions may be for movies and shopping, 2:45-6:00 p.m. One town privilege will be forfeited each week if scholarship is unsatisfactory.

(b) Seniors sign in the Senior Book for afternoon town leave.

(c) Seniors may go down town or to the movies without a chaperon provided two students go together.

(d) Seniors may have lunch and movie permissions from 1:00-6:00 on Saturday, twice a month.

(e) Seniors may go to the Little Store on Saturday for lunch for 45 minutes between 1:00 and 2:00 p.m.; and on Monday morning for breakfast for a half hour.

7. JUNIORS:

(a) Juniors may have three town permissions a week, 3:45-6:00 p.m., for shopping. One of these permissions may be for movies and shopping, 2:45-6:00 p.m. One town privilege will be forfeited each week if scholarship is unsatisfactory.

(b) Juniors sign the Town Sheet (placed each day on the parlor table at 2:45) for shopping and movies. EACH STUDENT IS RESPONSIBLE FOR SEEING THAT SHE IS SIGNED IN AND OUT CORRECTLY.

(c) Juniors may have lunch and movie permission on Saturday, 1:00-6:00 p.m., once each month.

(d) These junior privileges apply to Business students who have graduated from high school.

8. UNDERCLASSMEN:

(a) Underclassmen may have town permission Monday morning, 10:30-12:45 p.m., or Monday afternoon, 1:45-6:00 p.m.

(b) Underclassmen may sign on Town Sheet for Monday shopping. For leaving campus at other times permission slips must be obtained.

(c) Underclassmen may go down town and to the movies without a chaperon provided two students go together.

(d) Underclassmen may go down town to lunch and movies one Monday in each month.

B. Little Store

1. The Little Store includes only those stores opposite Saint Mary's, the store at the Boylan Apartments, and the Toddle House.

2. All students may go to the Little Store once a day any week day for half an hour between 3:15 and 6:00 p.m.

3. EACH STUDENT IS RESPONSIBLE FOR SEEING THAT HER TIME OF LEAVING AND RETURNING IS SIGNED CORRECTLY IN THE LITTLE STORE BOOK.

4. Students who are allowed to sleep through Monday breakfasts may go to the Little Store for a half hour once during the morning.

5. Seniors may go to the Little Store for lunch on Saturday for 45 minutes.

C. Skating and Walking

1. Students who wish to go skating must sign up with the Lady of the Day. They may go after 3:45

on Hillsboro Street sidewalk in front of Saint Mary's for one hour.

2. Students who wish to go walking must sign up with the Lady of the Day. They may go after 2:45 p.m. on Saint Mary's Street for one hour.

D. Week-ends

1. Each girl in school is allowed one week-end each semester, the week-end to begin at 1:00 p.m. Saturday and to end at 6:00 p.m. Monday; or for college students, it may begin Friday afternoon after classes and end Sunday at 6:00 p.m. Seniors may leave on Saturday as soon as their classes are over. Exceptions as to time of departure will be dealt with if the occasion arises.

2. In addition, each senior may have one extended week-end each semester, the week-end to start after her last class on Friday and to end Monday night at 6:00 p.m.

3. Usually no week-ends are granted during the first four weeks of school, during December and January, immediately before or after Spring vacation, or during the last two weeks in May. New students will not be allowed week-ends during the first five weeks of school.

4. No one may take a week-end without permission from the President, written permission from home, and a written invitation from her hostess. Application for a week-end permission must be filed in Miss Tucker's office by Thursday morning.

5. Students may have two Saturday nights each semester from 1:00 p.m. Saturday until 10:30 a.m. Sunday morning.

6. Students may put their two Saturday night privileges together and count them as a week-end to begin on Saturday after classes and end Sunday night at 9:00 p.m.

7. Extra week-ends:

(a) Any student may earn one extra week-end at the end of each quarter by making the Honor Roll.

(b) Any student may earn a leave of absence from Saturday at 1:00 until Sunday night at 6:00 at the end of each quarter by making Honorable Mention.

8. Arrangements can be made for a student to attend a limited number of college dances, these to be included in the two over-night permissions and allowed week-ends.

9. Girls attending dances at the University of North Carolina must stay at the Carolina Inn unless with their parents or on week-ends with their friends or parents.

10. Students attending dances in Raleigh must stay out in town chaperoned by their mothers. If this is not possible, arrangements can be made for a limited number of girls to stay at the home of Mrs. Hugh McLeod (Saint Mary's hostess), or in small groups they may be chaperoned by mothers of other Saint Mary's girls attending dances, if agree-

able to the mother. Permission to spend nights in private homes in Raleigh is given only in cases where girls are with their own mothers.

12. Students may leave school after they have finished their mid-term examinations to stay for the duration of the week, provided they count this absence as a week-end.

IMPORTANT

All students must return to Saint Mary's immediately upon arrival in Raleigh regardless of the time, unless accompanied by parents. Permission may be granted to go back down town.

III—SOCIAL REGULATIONS

A. Guests

1. A student wishing to have a week-end guest must fill out a guest card in Miss Tucker's office.

2. Guests should be presented to the President at the earliest convenient time after their arrival.

3. Ordinarily guests can be entertained only during the week-end, beginning Saturday.

4. It is expected that only sisters, prospective students, or recent alumnæ may be entertained overnight.

5. Permission to have a guest for a meal is given formally by Mrs. Cruikshank, Miss Davis, or Miss Tucker.

6. The following rules must be strictly observed :

(a) Guests are expected to follow the regular routine life of the school, including time of coming in at night.

(b) The presence of guests must in no way interfere with the observance, on the part of any member of the school, of regular routine with regard to all school duties of every kind.

B. Invitations

1. Students may go out with friends on Sunday from—

12:30 p.m. until 5:00 p.m.

6:00 p.m. to 9:00 p.m.

On Saturday between—

3:00 p.m. and 9:45 p.m.

On Monday (high school students only) between—

10:30 a.m. and 7:30 p.m.

2. Invitations for Saturday or Sunday must be received and approved by Mrs. Cruikshank, Miss Davis, or Miss Tucker by 1:00 p.m. Saturday.

3. Students must file in the office a visiting list approved by parents. This is to be referred to in the case of invitations from persons unknown to the office.

4. Students may not leave the home of the hostess when out visiting unless accompanied by her.

5. Students may go out to dinner with parents on any week night.

6. Invitations must be received directly through the school, not through the student. Hostesses must call for student whom they wish to invite out and return with them to school.

7. Girls leaving the campus *at any time* must "check out" on their departure and "check in" on their return with the Lady of the Day. *This is important.*

8. Permission to go out of town for a Sunday afternoon may be given if a student is accompanied by her parents. Permission to go out of town with friends for a Sunday afternoon will be given if a student has written approval from her parents.

9. A written permission from parents releasing the school from all responsibility is required for students to ride, at the discretion of the school authorities, in privately operated cars.

C. Dates

1. Dates may be entertained at the school Saturday evenings, 8:00-10:00, and on Sunday afternoons, 3:30-5:00.

2. Upon arrival, all dates should be introduced to the Lady of the Day.

3. On Sunday afternoons girls may sign up in the parlor to entertain their dates on the front campus, weather permitting. Bounds for dates on campus are as follows: the diagonal path west as far as the hawthorn tree, the path to the auditorium from East Rock and from there to the diagonal path west; from this junction, the diagonal path east to the path that parallels the public sidewalk.

IV—DAY STUDENTS' REGULATIONS

1. Every Day Student is required to be present for 8:30 assembly on Wednesdays and Fridays in the auditorium, and to attend daily Chapel.

Cuts: High School day students are allowed three Chapel cuts per month; college day students are allowed four. Day Students may *not* cut assembly.

2. Day students may not leave the campus during free periods without office permission.

3. College students may leave school at the close of their morning classes, with written permission from home, and provided they are not on the deficiency list.

4. Day Students are expected to present written explanation from home for any absence from class or other school duty.

5. No Day Student may smoke on the campus.

6. Day Students may not visit dormitories during school hours.

V—CAMPUS COURTESY

A. Dormitories

1. While quiet hours are not always in effect, students are expected to be considerate of others. A reasonable amount of quiet is expected at all times.

2. Hair curlers are permitted only on the halls.

3. Girls are expected to be appropriately dressed for dinner.

4. Bandanas may not be worn to the dining room.

5. Students should wear coats over gym suits when passing through main hallways.

6. Girls must be fully dressed to appear in the lower halls, or Parlor floor of Smedes.

7. Students are asked not to write on or deface walls or furniture.

B. General

1. Students should stand when older people enter the room.

2. Faculty Members precede students except when entering the dining room.

3. When the hostess comes late to the table, the girl sitting on her left (or right, if more convenient) stands and seats her.

4. When a guest comes to the table, everyone rises and waits to be introduced. If the places are filled, the girl at the right of the hostess excuses herself and finds a place elsewhere in order that the guest may sit at the hostess' right.

5. It is never permissible to begin eating before the hostess does.

6. At any meal the girl who occupies the hostess' place assumes her duties.

(a) If more food is needed, the hostess gives the order to the waiter or waitress.

(b) In addition to serving, the hostess is responsible for conversation.

7. Upon entering the dining room, students should go directly to their own tables, not stopping to talk along the way.

8. Talking or signaling from table to table is bad form.

9. Upon leaving the dining room, students should leave the building without delay.

10. All call-slips and "see me's" should be answered either immediately or at the time specified. If this is not possible, arrangements should be made for another appointment.

11. White dresses, though not formal ones, are necessary for Easter and Commencement.

12. Infirmary slips must be secured from Miss Davis or from Miss Tucker's office if a student has to go to the infirmary during school hours.

13. It is suggested that new girls do not get such things as bedspreads, curtains, rugs, and other furnishings until they arrive at school. If they wait to do this, they may decide with their roommate exactly what they want.

VI—FIRE DRILLS

The signal for fire drills is the siren and ten rings of the bell.

A. Girls on Halls

1. Turn on lights.
2. Close windows.
3. Take towel (bath).
4. Put on coat.
5. Close door and transom of room.
6. Stand at appointed place in hall. (Unless hall teacher rules differently, the appointed place shall be single file at the head of the stairs.)
7. Number off when signal is given by fire captain.
8. Proceed without talking (single file) down appointed stairway and to appointed place on the campus.
9. Again number off when signal is given by captain (to see that all are out).
10. Return to hall at signal of one bell.
11. *Absolute quiet during the whole drill.*

VII—ANNOUNCEMENTS

Students are requested to post only necessary announcements on the proper divisions of the Bulletin Board in the Covered Way.

FACULTY RULINGS

At the beginning of each Session all students will be assigned to a member of the Faculty who will act in the capacity of adviser. Each student shall report to her Adviser every two weeks during the first Quarter; thereafter, she shall report immediately upon receiving monthly grades.

GRADING

The following system of grading is used at Saint Mary's:

All grades will be given in letters.

A—90 to 100.

B—80 to 89.

C—70 to 79.

D—65 to 69.

E—Conditional; passing grade possible only by re-examination.

F—Failure; course must be repeated for credit.

Students more than four weeks late may not receive credit for the semester.

REPORTS

Grade reports are sent twice each semester to parents or guardian.

CHANGE IN COURSE

No new course may be registered for after the first two weeks of a semester unless by faculty recommendation.

ALLOWED ABSENCES FROM CLASS FOR JUNIORS
AND SENIORS

More than 10 absences during a semester will debar a student from the final examination in a 4-hour course; more than 8 in a 3-hour course; more than 5 in a 2-hour course; more than 3 in a 1-hour course.

More than 4 *unexcused* absences for a 4-hour course; more than 3 *unexcused* absences for a 3-hour course; more than 2 *unexcused* absences for a 2-hour course; more than 1 *unexcused* absence for a 1-hour course, each semester, shall debar a student from final examination. (In some cases permissions to take the examinations may be secured from the Executive Committee.)

Unexcused absences are those not excused by the President or the physician.

Absences before or after holidays shall be considered doubled.

Two lates equal one absence.

POINT SYSTEM REVISED BY THE HONOR COUNCIL

No student may hold offices amounting to more than 10 points during the year.

10 POINTS

President of Student Government Association.

8 POINTS

Chairman of Hall Council.

Vice President of Student Government Association.

Secretary of Student Government Association.

Editor of *Belles*.

Editor of *Bulletin*.

Editor of *Stage Coach*.

6 POINTS

Business Manager, *Stage Coach*.

President Day Students.

Presidents of Classes.

Chief Marshal.

Honor Council Members.

Secretary Hall Council.

President of Y. P. S. L.

President of Altar Guild.

Chief Dance Marshal.

4 POINTS

President of Athletic Association.

Hall Presidents.

Members of Legislative Body.

Marshals.

Chairman of Drive Committee.

President of Literary Societies.

Dance Marshal.

2 POINTS

Vice President of Halls.

President of Various Departmental Clubs.

ORGANIZATIONS

I—HONORARY

THE ORDER OF THE CIRCLE

President	Mary Emily Claiborne
Secretary	Anne Seeley
Treasurer	To be elected

As the Circle symbolizes unity, so the purpose of this organization shall be to promote a spirit of cooperation among the students by the cultivation of high ideals of fellowship, service, citizenship, and scholarship and to assist new students in finding their place in school life and activities.

LITERARY SOCIETIES: SIGMA LAMBDA AND E. A. P.

Sigma Lambda

President	Clara Anne Gardner
Vice President	To be elected
Secretary-Treasurer	To be elected

E. A. P.

President	Ida Quintard
Vice President	To be elected
Secretary-Treasurer	To be elected

The members of the two Literary Societies are chosen by the members on the basis of their writing ability. During the year the societies study poetry, essays, and short stories, and each member must

write two papers. The best of these is submitted to judges, who award points to the best ones. At the end of the year a cup is given to the society which has earned the most points.

LETTER CLUB

President	Betty Feuchtenberger
Vice President	To be elected
Secretary-Treasurer	To be elected

The Letter Club is the Honorary Athletic society. Its members, those girls making all-star teams in any of the major sports, are given their association insignias.

II—VOLUNTARY

ALTAR GUILD

President	To be elected
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The Altar Guild, which has charge of preparing for Chapel Services, is composed of Seniors.

CHOIR

Membership in the Choir is open to any student. The Choir vests only on Sunday.

GLEE CLUB

Glee Club members are chosen from the applicants by the head of the music department. Every spring the Glee Club presents an operetta.

POLITICAL SCIENCE CLUB

President	}	. . .	To be elected
Vice President			
Secretary-Treasurer			

The Political Science Club is open to all Juniors and Seniors. At its meetings a guest speaker or the director, Mr. Guess, addresses the group on present political problems.

DRAMATIC CLUB

President	To be elected
Vice President	To be elected
Secretary-Treasurer	To be elected

The Dramatic Club, sponsored by Miss Davis, is open to everyone in School. Its members present several plays to the student body, and attend plays given at Chapel Hill by the Carolina Playmakers. They compete each year in the Carolina Dramatic Association State Tournament.

III—AUTOMATIC

YOUNG PEOPLE'S SERVICE LEAGUE

President	Marie Watters
Vice President	To be elected
Secretary-Treasurer	Marjorie Stenhouse

Every Saint Mary's student is a member of the Young People's Service League of the Diocese of North Carolina and is expected to do her share towards the support of an orphan at Thompson

Orphanage, Charlotte, N. C., and to contribute to the old-clothes box which is sent annually to Little Switzerland, N. C., to be used for rummage sales. All students are expected to attend meetings which are held in the parlor on various Sunday nights.

ATHLETIC ASSOCIATION: (SIGMA AND MU)

Sigma

President	Anne Davis
Vice President	Betty Wales

Mu

President	.	.	.	Christine Hatfield
Vice President	.	.	.	Mary Emily Claiborne

These are two athletic clubs, Sigma and Mu, to one of which every girl in school belongs. Each club has its President and Vice President. These four people and the two Physical Education teachers make up the Athletic Board, which plans the year's program of extra-curricular athletic activities and keeps records relating to the athletic point system.

The athletic activities at Saint Mary's are divided into major and minor sports. As these sports are carried through the year, teams are chosen and tournaments are played. Individual girls are given points for making teams or placing in tournaments. Also points are given to the Athletic Association whose members win a tournament.

At the end of the year the Athletic Board makes awards as follows:

1. The Athletic Club receiving the highest number of points gets the plaque that is presented each year to the winning club.

2. The three individual girls who make the most points during the year receive the highest athletic award.

3. The most outstanding girl in each major sport receives an award.

4. Girls making all-star teams are asked into the Letter Club, the honorary athletic society, and are presented with the club insignia.

5. If a girl has not received an award but has accumulated three hundred points while a student at Saint Mary's, she will be given a special award for points. It is quite possible for the girl who is interested but not outstanding to make 300 points in two years.

DEUTSCHER VEREIN

President	}	. To be elected
Vice President		
Recording Secretary		
Corresponding Secretary		
Treasurer		
Social Committee		

The Deutscher Verein is a club of German students. At its meetings the club is addressed by

Germans or professors of German, and sometimes the group journeys to another college to meet other German students.

THE GRANDDAUGHTERS' CLUB

The Granddaughters' Club is composed of the girls whose mothers or grandmothers are alumnae of Saint Mary's. The present objective of the Granddaughters' Club is to raise money for the Centennial.

THE DOCTORS' DAUGHTERS' CLUB

President	Jinnette Hood
Vice President	Betsey John West
Secretary	Sue Milliken
Social Secretaries	.	.	.	}	Bettie Kendrick
					Marjorie Stenhouse
Treasurer	Janice Fitzgerald

Those girls whose fathers are doctors make up the Doctors' Daughters' Club, under the leadership of Mrs. Naylor. Their aim is to help those people who are less fortunate than themselves.

STUDENT PUBLICATIONS

Editor-in-Chief of the *Stage Coach*,
Margaret Swindell
Editor-in-Chief of the *Bulletin* . Ann Seeley
Editor-in-Chief of the *Belles* . Nancy McKinley
Business Manager of the *Stage Coach*,
To be elected

There are three publications at Saint Mary's: the *Stage Coach*, the *Bulletin*, and the *Belles*. The *Stage Coach* is the annual, given out each year on Class Day. The *Bulletin* is the literary magazine, published in October, March, and June. The *Belles* is the semi-monthly newspaper.

The staff of the publications consists of a separate editor for each publication and a staff which serves on all three. The staff is chosen from the school at large and is supervised by the Head of the English Department.

The editors of the publications are elected in the spring of each year by the student body. Nominations are made by the retiring editors and may be supplemented by floor nominations.

The publications' staff, consisting of about twenty-five members, is chosen by the editors and the advisers on the basis of writing ability in competitive trials at the beginning of each year. All girls are urged to try out for the staff.

At the end of each year the three editors, business manager, and three outstanding members of the staff are awarded keys for their year's work.

MARSHALS

Chief Marshal	. . .	Anna Wood
Assistant Marshals	. . .	Mary Boylan
		Gray Woodard
		Anne Davis
		Betty Wales

New marshals are elected by the student body from the rising Senior class, and assume their duties at the Easter morning service. The marshals take up offering in chapel, lead chapel lines, act as ushers at entertainments in the auditorium, and serve in numerous other ways.

CUSTOMS AND TRADITIONS

At Saint Mary's, as at all other schools, it is upon the customs and traditions that the co-ordination of the Student Body, and more especially the cultivation of school spirit, depend. These customs are the legacies of the classes; they are the inheritance of the classes to come.

Seniors

1. If possible, every Senior comes for orientation week in order to become acquainted with the new girls and help to make them feel more at home in their new surroundings.

2. Every Senior has a "little sister," chosen from the underclassmen, whom she helps and advises.

3. The Seniors sponsor a dance given in December.

4. The night preceding Christmas holidays the Seniors give a Christmas pageant in the Chapel. Early the next morning they sing Christmas Carols to the students and Faculty on the campus.

5. In May the Seniors bid farewell to the student body at the school party.

Juniors

1. The Juniors entertain the faculty and the student body at a "Spook" party, the annual Hallowe'en party.

2. In the spring the Juniors give the Junior-Senior dance in honor of the Seniors.

3. The Juniors make the daisy chain that the Seniors carry on class-day.

General

1. As a part of orientation, the school gives the Old Girl-New Girl party on the first Saturday night after school has opened.

2. Each Saint Mary's student belongs to one of the two athletic societies, the Sigma and Mu. The Sigma-Mu party, given at the first of school, introduces students to the rivalry and sportsmanship that is evidenced in the societies throughout the year.

3. The students welcome visitors by singing to them in the dining room.

4. The student body remains at school Easter in order to participate in the early morning service.

5. Step singing at the end of school is the formal farewell of the Seniors to the school and of the other classes to the Seniors.

6. School is dismissed by the chief marshal when she drops a handkerchief.

SOCIAL LIFE

Saint Mary's believes that a certain amount of social life is just as necessary to the student as classroom work. Accordingly, there are formal entertainments and informal ones.

The formal entertainments include the Old Girl-New Girl party and the Sigma-Mu party, both of which are at the beginning of the year. These are followed by the Hallowe'en party, faculty recitals, and, in the spring, May Day, the swimming meet and the School Party. There are special formal dinners for Valentine's Day and Christmas, and towards the end of school the Letter Club banquet is given. During the year various social activities take place: Dramatic Club plays, the Glee Club performance, entertainments during Graduation week, and football games, plays, and concerts, in Raleigh and elsewhere. There are smaller social functions for certain groups in school. These include the Senior dance in the winter, the Junior-Senior dance, the Freshman-Sophomore dance and several Girl-Break dances in the spring, as well as several entertainments for the Seniors and banquets for the various organizations in the spring also.

The informal social activities, such as dates on Saturday and Sunday, dancing in the parlor after dinner, going down town during the week and out with friends during week-ends, are a continual source of pleasure, and give an opportunity for relieving the routine of classes.

The formal entertainments with their "special occasion" significance, promote school spirit, and

serve as events to be remembered and anticipated each year with great pleasure.

LIBRARY

The Saint Mary's library, with its excellent collection of books and current periodicals, is one of which the school may well be proud. There are trained librarians and assistants on hand at all times, and for the students' further convenience a suggestion box is kept on the librarian's desk. Requests for certain books, for magazines, or for new library regulations are put in this box to be considered and granted if possible. The library is open every day and affords a quiet place for concentration and work. It is a valuable, in fact vital, part of the school life of every Saint Mary's girl.

THE CHAPEL

In the group life of Saint Mary's, the Chapel plays an important and vital part. On Sundays there is an early celebration of Holy Communion, at which attendance is voluntary. At the eleven o'clock service of Morning Prayer and sermon, everyone is required to be present. In the afternoon at five-thirty the school gathers again for choral evensong, a beautiful service which attracts many guests to the school and at which the true spirit of Saint Mary's is felt.

The short devotions before morning classes are a fitting beginning of each new day and serve to remind the Student Body that their spiritual life,

as well as their physical and mental life, must be developed while they are here at Saint Mary's.

THE CABIN

The Recreation Cabin, mainly a faculty retreat, is available to student groups or clubs for such things as special suppers or picnics under the following conditions:

1. Applications for use of The Cabin must be submitted to the Head of the Physical Education Department (well in advance of date desired).

2. All organizations using the Cabin must be responsible for cleaning up and leaving the house and grounds in order before leaving them.

Learn these words before the opening of school:

ALMA MATER

(TUNE: "*Believe Me If All Those Endearing
Young Charms*")

Saint Mary's! wherever thy daughters may be
They love thy high praises to sing,
And tell of thy beauties of campus and tree
Around which sweet memories cling;
They may wander afar, out of reach of thy name,
Afar out of sight of thy grove,
But the thought of Saint Mary's aye kindles a flame
Of sweet recollections and love.

Beloved Saint Mary's! How great is our debt!
Thou hast cared for thy daughters full well;
They can never thy happy instructions forget,
Nor fail of thy virtues to tell.
The love that they feel is a heritage pure;
An experience wholesome and sweet.
Through the fast rolling years it will grow and
endure;
Be a lamp and a guide to our feet.

May the future unite all the good of thy past
With the best that new knowledge can bring.
Ever onward and upward thy course! To the last
Be thou steadfast in every good thing.
Generations to come may thy fair daughters still
Fondly think on thy halls and thy grove
And carry thy teachings—o'er woodland and hill—
Of earnestness, wisdom, and love.

HAIL, SAINT MARY'S

Adapted from Margaret Mason Young, 1899

In a grove of stately oak trees,
Where the sunlight lies,
Stands Saint Mary's true and noble
'Neath the Southern skies.

*Far and wide, oh sound her praises,
Chorus full and free,
Hail, Saint Mary's, Alma Mater,
Hail, all hail to thee!*

Well we love the little Chapel,
Ever hold it dear;
Hear the echoes of the music,
Rising soft and clear.

Far and wide, etc.

There the ivy and the roses
Climb the old stone wall,
There the sweet, enticing bird notes
Sound their magic call.

Far and wide, etc.

There the bonds of friendship strengthen,
As her beauties charm,
We draw close to Alma Mater,
Trust her guiding arm.

Far and wide, etc.

*If this book is lost, additional copies may be obtained
at the office at a cost of ten cents each.*

NOTES

NOTES

Student

HANDBOOK

Saint Mary's
1842 - 1942



THE CHAPEL

To new and old students the Chapel is something more than a place to be attended on Monday, Wednesday, and Friday. The fact that we attend Chapel more than this is not the important consideration; but what is important is the Chapel as a refuge for the 'poor in spirit,' always there morning and evening 'to be consulted.' Old students will remember and new ones will learn soon that our Chapel is the great leveler, the great comforter, and the great Source if one wishes to seek it.

STUDENT HANDBOOK



SAINT MARY'S SCHOOL
AND JUNIOR COLLEGE

RALEIGH, NORTH CAROLINA

1941 - 1942

Edited for

Student Government Association

By KATHRYN W. NORMAN

BRING THIS BOOK WITH YOU

IMPORTANT, NEW STUDENTS

New students should read and become thoroughly familiar with the contents of this Handbook before coming to school. During the first two weeks of school the orientation committee will hold classes to help new students learn the Handbook thoroughly, and they will then give a test which all new students will be required to pass.

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STUDENT GOVERNMENT OFFICERS

President	Charlotte Mahan
Vice-President	Kay Roper
Secretary	To be elected from Honor Council
Honor Council Members :	
Senior Representatives	{ Carolyn Cauble Alice Bell
Junior Representatives	} To be elected
Underclassmen Representative	
Chairman of the Hall Council	Elizabeth Stribling
Secretary of the Hall Council	To be elected
President of the Day Students	To be elected

OTHER CAMPUS OFFICERS

Editor of the <i>Belles</i>	Mary-Gene Kelly
Editor of the <i>Bulletin</i>	Kathryn Norman
Editor of the <i>Stage Coach</i>	Carol Cobb
Chief Marshal	Jean Fulton
Chief Dance Marshal	Mildred Lee



WELCOME

Hello there! Upon entering Saint Mary's, you will find that just such a greeting is the password to the widespread friendliness found throughout the school. We Old Girls, who will renew our friendships when we return, assure you New Girls that you have wonderful experiences in store for you during the coming year.

This handbook is intended to be a glimpse into some of the phases of the life you are going to lead at Saint Mary's, and I want to stress the necessity of your becoming thoroughly acquainted with the contents of this book *before you arrive here*. You will feel much more at home, particularly during the first few weeks, if you understand beforehand the regulations which govern our college life.

Upon your arrival you will immediately become a member of the organization of which we are most proud, our student government. Here at Saint

Mary's every girl traditionally accepts her individual responsibility to maintain the Honor Code and to live up to the standards which countless generations of Saint Mary's girls have created. As always, each girl will have the opportunity of finding her place in, and becoming an important part of, student body life.

Being a Saint Mary's girl, you will find that you have a reputation to maintain. You will be proud of the tradition that surrounds our school and will learn to respect the high standards which have made Saint Mary's the school it has been for the past hundred years. And by the way, this coming year will mark our school's centennial!

Saint Mary's will be your home: You will laugh and maybe even you will cry here—above all, you will love it. Welcome to Saint Mary's!

CHARLOTTE ANN MAHAN, *President,*
Student Government Association.



In the spring of 1937, and at the instigation of the faculty, the student body of Saint Mary's School voted to reorganize the then limited student government and to extend it to include all phases of student conduct. This adoption of complete student government based on the Honor Code was motivated by the students' honest belief that self-government guided by rigid honesty is the most intelligent and pleasant method of administering a well ordered society. During the years that this new plan has been in operation a sufficient number of difficulties have been solved and smoothed out to convert the original "beliefs" into deep and stalwart convictions, convictions that are synonymous with principles. Years of such student government have made the whole student body jealous of this privilege of governing themselves; consequently, they regard any violation of the Honor Code as an

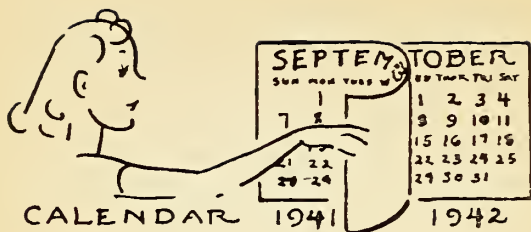
attack on, and as dangerous to, student government, and naturally punish it promptly, justly, and appropriately.

But more important and significant than simply maintaining student government is the attitude that has developed within the whole student body toward the single idea on which the whole student government is built: HONESTY. Here a girl's word is her bond. When questioned officially, whether in the classroom, on the athletic field, or anywhere else, a girl is *expected* and *required* to be *rigidly truthful*. Obviously, honesty of *word* is but a mockery unless accompanied by honesty of *action*. Defined simply, cheating is securing information at a time and in a manner that is not permitted. Stealing is taking and keeping, without permission from the owner, anything that belongs to somebody else. Thus, *lying*, *cheating*, and *stealing* are the three worst violations of the Honor Code.

It is understood that a student's sense of honor will give her a sufficient feeling of responsibility not to leave the campus at any time without permission. A violation of this provision is considered as serious as a violation of the Honor Code.

The contributions of Saint Mary's School to the growth and development of a girl's character cannot be summed up in the mere words of this or that

particular code. The Constitution and Regulations of student government, the accumulation of one hundred years of tradition, the atmosphere of the School's stately lawns and buildings, the lasting achievements of past administrators and students, and the high purpose and scholastic standing of the school all mingle into a single enduring force that indelibly leaves its mark on every Saint Mary's girl. Thus is she known.



100TH ANNUAL SESSION

1941

September 1, Monday:

Faculty assembly; Registration and Classification of Day Students.

September 2, Tuesday:

New Resident Students report.

September 3, Wednesday:

Returning Resident Students report; Registration and Classification of Resident Students; Placement Tests for New Students.

September 4, Thursday:

Opening Service of Advent Term.

November 1, Saturday:

All Saints: Founders' Day.

November 20, Thursday:

Thanksgiving Day.

December 19 Friday:

Christmas Recess Begins at 5:00 A.M.

1942

January 4, Sunday:

Resident Students report by 9:45 P.M.

January 19, Monday:

Easter Term begins.

February 18, Wednesday:

Ash Wednesday—Lent begins.

March 7, Saturday:

Spring Recess begins at 12:30 P.M.

March 15, Sunday:

Spring Recess ends, 9:45 P.M.

April 3, Friday:

Good Friday.

April 5, Sunday:

Easter Day.

May 9, Saturday:

Alumnæ Day.

May 13-19:

Commencement Week and Centennial Celebration.



STUDENT REGULATIONS

I. CAMPUS REGULATIONS

A. Dormitory Regulations

1. Students must be on their own halls at 10:15 P.M.
2. Underclassmen must be in their rooms with lights out at 10:30 P.M.
3. Upperclassmen must be in their rooms with lights out at 11:00 P.M.
4. Rooms must be reasonably neat at all times.
5. *Absolute quiet must be observed on the halls during the following hours:*
 - a. Monday through Friday
 - 9:00 A.M.—1:00 P.M.
 - 1:45 P.M.—3:45 P.M.
 - 7:45 P.M.—9:45 P.M.
 - 10:15 P.M.—7:00 A.M.

b. Saturday

9 :00 A.M.—1 :00 P.M.

10 :15 P.M.—8 :00 A.M.

c. Sunday

2 :00 P.M.—3 :30 P.M.

(All girls except Seniors must remain on their halls)

10 :15 P.M.—7 :00 A.M.

6. Students may spend Saturday nights out of their rooms if they sign up with Miss Davis, their Hall President, and the Hall President on whose hall they are visiting.
7. DO NOT DISTURB: This sign is given to each girl and *must not be crossed*.

B. Chapel and Assembly

1. Chapel services are on Monday, Wednesday, and Friday mornings at 8 :35, and Thursday nights after dinner. Every student must attend and take her assigned place. *Doors will be closed at 8 :40 A.M.*
2. Student Assembly is in the auditorium at 8 :25 A.M. on Tuesday and Thursday. Every student must attend and take her assigned place. *Doors will be closed at 8 :30 A.M.*

C. Meals

1. Students must attend all meals.
Exceptions :
 - a. Saturday morning breakfast.
 - b. Seniors at lunch on Saturdays.

D. Use of Telephones

1. Pay telephones are *not* available during quiet hours.
2. The General Office telephone in East Rock is open to students from 4:00 to 6:00 P.M. on week days for INCOMING CALLS ONLY.

E. Smoking

Besides the school's belief that smoking is detrimental to adolescent girls, the matter presents difficult problems when both high school and college students are concerned. For these reasons, Saint Mary's does not permit smoking in school.

Away from school, girls may smoke on these conditions :

1. In public places accompanied by approved chaperons.
2. In private homes with the permission of the hostess.

II. OFF CAMPUS REGULATIONS

- A.** EACH STUDENT IS RESPONSIBLE FOR SEEING THAT SHE IS SIGNED IN AND OUT CORRECTLY AND THAT SHE HAS THE REQUIRED PERMISSION
- B.** Two or more students go down town together.
- C.** Honor Roll and Honorable Mention students may go down town every Saturday, 1:00-6:00 P.M.
- D. Town**
 - 1. *Seniors:*
 - a. Seniors have four town permissions a week, 2:45-6:00 P.M.
 - b. Seniors sign in the Senior Book for afternoon town leave.
 - c. Seniors may have lunch and movie permissions, 1:00-6:00 Saturday, twice a month.
 - d. Four or more seniors may go to the movies and drugstore on Saturday, 1:00-6:00 P.M., for lunch and movies with dates instead of going that night.

- e. Seniors may go to the Little Store on Saturday for lunch for 45 minutes between 1:00 and 2:00 P.M.

2. *Juniors:*

- a. Juniors have three town permissions a week, Monday through Saturday, 2:45-6:00 P.M.
- b. Juniors sign the Town Sheet for shopping and movies.
- c. Juniors may have lunch and movie permission on Saturday, 1:00-6:00 P.M., once each month.

3. *Underclassmen:*

- a. Underclassmen have two town permissions a week; one on Saturday morning, 10:30-12:45 P.M., or Saturday afternoon, 1:45-6:00 P.M., and one other during the week from 2:45-6:00 P.M.

E. Little Store (stores opposite Saint Mary's, store at Boylan Apartments, and the Toddle House).

1. All students may go to the Little Store once any week day *for half an hour*, 3:15-6:00 P.M.
2. Students who sleep through Saturday breakfast may go to the Little Store for half an hour once during the morning.

F. Week-ends:

1. High-school students may leave after classes on Friday and must return by 6:00 P.M. on Sunday. College students may leave after classes Friday and return by 6:00 P.M. Sunday, or may leave after classes on Saturday and return by 6:00 P.M. Monday.

Exceptions as to time of departure will be dealt with as they occur.

2. In addition, each senior may have one extended week-end each semester, after her last class on Friday to Monday night 6:00 P.M. Seniors may break their long week-ends into a regular week-end and one extended Saturday night.
3. Students may have two Saturday nights each semester from 1:00 P.M. Saturday until 10:30 A.M. Sunday morning. Seniors may extend one of their Saturday overnight privileges to nine o'clock Sunday night.
4. Students may put their two Saturday night privileges together and count them as a week-end to begin on Saturday after classes and end Sunday night at 9:00 P.M.

-
5. No one may take a week-end without permission from the President, written permission from home, and a written invitation from her hostess. Application for a week-end permission must be filed in Miss Tucker's office by Thursday morning.
 6. Usually no week-ends are granted during the first four weeks of school, during December and January, immediately before or after Spring vacation, or during the last two weeks in May. New students are not allowed week-ends during the first five weeks of school.
 - a. Students may leave school after their mid-term examinations for the rest of the week provided they count this absence as a week-end.
 7. Extra week-ends :
 - a. Honor Roll students may take one extra week-end at the end of the quarter.
 - b. Honorable Mention students may take an extra extended Saturday night (Saturday 1:00 P.M.-Sunday 6:00 P.M.) at the end of the quarter.

8. Students may attend a limited number of college dances, these to be included in the over-night permissions and week-ends.
9. Girls attending dances at the University of North Carolina must stay at the Carolina Inn unless with their parents, or on week-ends with their friends.
10. Students attending dances in Raleigh must stay out in town chaperoned by their mothers. If this is not possible, a limited number of girls may stay at the home of Mrs. Hugh McLeod (Saint Mary's hostess); or in small groups chaperoned by mothers of other Saint Mary's girls attending dances, if agreeable to the mother. Permission to spend nights in private homes in Raleigh is given only when girls are with their own mothers.

IMPORTANT

All students must return to Saint Mary's immediately upon arrival in Raleigh regardless of the time, unless accompanied by parents.

III. SOCIAL REGULATIONS

A. Guests

1. Students may have guests for the week-end, beginning Saturday, with permission from Miss Tucker.
2. Only sisters, prospective students, and recent Alumnæ may be entertained overnight.
3. Guests must follow the regular routine life of school.
4. Permission for guests in the dining room may be obtained from Mrs. Cruikshank, Miss Davis, or Miss Tucker.

B. Invitations

1. Students may go out with friends on Sunday

12 :30-5 :00 P.M.

6 :00-9 :00 P.M.

On Saturday

3 :00-9 :45 P.M.

On Saturday (high school students only)

10 :30 A.M.-7 :30 P.M.

2. Invitations for Saturday or Sunday must be received and approved by Mrs. Cruikshank, Miss Davis, or Miss Tucker by 1:00 P.M. Saturday.
3. Students may not leave the home of the hostess when out visiting unless accompanied by her.
4. Invitations must be received directly through the School, not through the student. Hostesses *must call for students* whom they wish to invite out and *return with them* to school.
5. A written permission from parents releasing the school from all responsibility is required for students to ride out of Raleigh in privately operated cars.

C. Dates

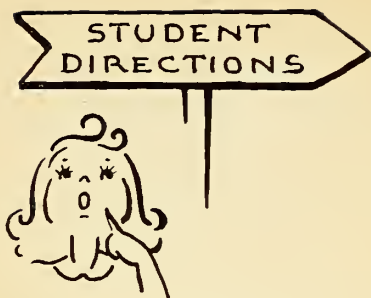
1. Dates may be entertained at the school Saturday evenings, 8:00-10:00, and on Sunday afternoons, 3:30-5:00.
2. Seniors (2) and dates may go to the movies Saturday night, 7:15-10:00, with permission from Miss Davis.

IV. DAY STUDENT REGULATIONS

1. Day students must attend 8:25 A.M. assembly on Wednesdays and Fridays in the auditorium, and attend Chapel on Tuesdays, Thursdays, and Saturdays.

CUTS: High School day students have three Chapel cuts per month; college day students have four. Day students may *not* cut assembly.

2. Day students making an average of C (75) or above may leave the campus during their free periods with written permission from home.
3. Day students must present written explanation from home for any absence from class or other school duty.
4. Day students may not smoke on the campus.



A. Dormitory

1. QUIET.
2. Girls must dress appropriately for dinner, with stockings.
3. Girls must dress formally for dinner once a month.
4. Bandanas are not permitted in dining room or in class.
5. Girls must be fully dressed to appear in the lower halls, or Parlor floor of Smedes.
6. Students must wear soft bedroom slippers, not mules.
7. It is suggested that new girls not get such things as bedspreads, curtains, rugs, and other furnishings until they arrive at school. If they wait, they may decide with their roommates exactly what they want.

8. Students who write on or deface walls or furniture will be dealt with severely.

B. Off Campus

1. Week-day special permission slips must be filed at Miss Davis' desk immediately after lunch, except on Tuesdays and Thursdays. On these days permission slips are signed in Miss Tucker's office. (Subject to variation.)
2. At any time on Saturday or on Saturday night, students may sign the Town Sheet on the parlor table for Saturday night movies. Chaperon necessary.
3. Students must be suitably dressed when leaving school. Hats and stockings are required.
4. Girls must not go into office buildings or hotels unchaperoned, or south of the S. and W. Cafeteria.
5. Students who wish to skate must sign after 2:45 P.M. with the Lady of the Day, and use the Hillsboro Street sidewalk in front of Saint Mary's for one hour.
6. Students who wish to go walking must sign after 2:45 P.M. with the Lady of the Day, and walk on Saint Mary's Street for one hour.

C. Study Hall

1. Students may make up afternoon study hall in their own rooms.
2. Students may study in classrooms provided they leave them in order.

D. Sun Porch Regulations

1. No radios.
2. No standing *on* the rail.
3. Staying limit: one hour.
4. Only twenty girls on the porch at one time.
5. *Reasonable quiet* necessary.
6. Property brought on roof must be taken away.
7. Rooms passed through must not be disturbed.
8. Girls must sign up on pads provided for that purpose.

E. Dates

1. Dates should be introduced to the Lady of the Day.
2. On Sunday afternoons girls may sign up in the parlor to entertain their dates on the front campus.

F. Fire Drills

The signal for fire drills is the siren and ten rings of the bell.

Girls on Halls:

1. Turn on lights.
2. Close windows.
3. Take towel (bath).
4. Put on coat.
5. Close door and transom of room.
6. Stand at appointed place in hall. (Unless hall teacher rules differently, the appointed place shall be single file at the head of the stairs.)
7. Number off when signal is given by fire captain.
8. Proceed without talking (single file) down appointed stairway and to appointed place on the campus.
9. Again number off when signal is given by captain (to see that all are out).
10. Return to hall at signal of one bell.
11. *Absolute quiet during the whole drill.*

G. The Hut

The Recreation Hut, *mainly a faculty retreat*, is available to student groups or clubs for such

things as special suppers or picnics under the following conditions :

1. Applications for use of the Hut must be submitted to the Head of the Physical Education Department (well in advance of date desired).
2. All organizations using the Hut must be responsible for cleaning up and leaving the house and grounds in order.

H. Library

1. Library hours :

Week days : 8 :30 A.M.-9 :45 P.M.

Sundays : noon-9 :45 P.M.

A trained librarian is on duty :

Monday-Friday : 8 :30 A.M.-4 :40 P.M.

Saturday : 8 :30 A.M.-1 :00 P.M.

2. New students will visit the Library during the first week of school. They will be shown the arrangement of the Library and the method of charging out and returning books.
3. Library regulations, for which all students are responsible, will be posted on the bulletin board in the Library during the first two weeks of school. Students must read these regulations carefully.

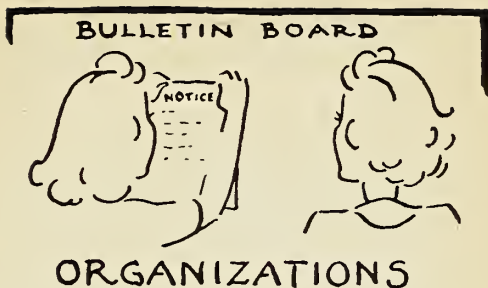
4. The following Library offenses are dealt with by the Honor Council:
 - a. Taking a reference book from the Library.
 - b. Taking a book from the Library without leaving a signed book card at the desk.
 - c. Mutilation of any Library property, such as marking in books, clipping newspapers, or defacing furniture.

I. General

1. When the hostess comes late to the table in the dining room, the girl sitting on her right or left stands and seats her.
2. Upon leaving the dining room, students should leave the building, not linger on the stairway.
3. *All call-slips and "see me's" should be answered either immediately or at the time specified.*
4. Infirmary slips must be secured from Miss Davis or from Miss Tucker's office if a student has to go to the infirmary during school hours.
5. At the beginning of each session new students will be assigned to members of the faculty who will act as advisers. Each student must report to her adviser every two

weeks during the first quarter; thereafter, she reports immediately upon receiving monthly grades.

6. All students are required to attend choir practice on Sunday morning at 9:30 A.M. and regular monthly Y. P. S. L. meetings.
7. *Students are responsible for reading the bulletin board notices which affect them.*



I: HONORARY

The Order of the Circle

President
Secretary
Treasurer

Mary-Gene Kelly
Ann Castleman
To be elected

As the Circle symbolizes unity, so the purpose of this organization shall be to promote a spirit of co-operation among the students by the cultivation of high ideals of service, fellowship, citizenship, and scholarship and to assist new students in finding their place in school life and activities.

Literary Societies: Sigma Lambda and E. A. P.

Sigma Lambda

President
Other Officers

Alice Bell
To be elected

E. A. P.

President	Ann Castleman
Other Officers	To be elected

The Literary Societies chose new members on the basis of their writing ability. During the year the societies study poetry, essays, and short stories, and each member must write two papers. The best of these is submitted to judges, who award points to the best ones. At the end of the year the society whose members have written the best papers wins the cup.

Letter Club

President	Kay Roper
Other Officers	To be elected

The Letter Club is the Honorary Athletic society. Its members, those girls making two all-star teams in any of the major sports, are given their association insignias.

French Club

Officers	To be elected
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The purpose of the French Club is to furnish enjoyable activity for those students who have reached a certain degree of proficiency in the spoken and written language. The programs include songs, games, skits, puppet shows, and talks on art, music, and travel.

II: VOLUNTARY

Altar Guild

President To be appointed

The Altar Guild, which has charge of preparing for chapel services, is composed of Seniors.

Choir

Membership in the Choir is open to any student. The Choir vests only on Sunday and special festivals.

Glee Club

Glee Club members are chosen from the applicants by the head of the music department. Every spring the Glee Club presents a program.

Political Science Club

Officers To be elected

The Political Science Club is open to all Juniors and Seniors. At its meetings a guest speaker or the director, Mr. Guess, addresses the group on present political problems.

Dramatic Club

Officers To be elected

The Dramatic Club, sponsored by Miss Davis, is open to everyone in School. Its members present

several plays to the student body, and attend plays given at Chapel Hill by the Carolina Playmakers. They compete each year in the Carolina Dramatic Association State Tournament.

III: AUTOMATIC

Young People's Service League

President	Sophia Redwood
Vice-President	To be elected
Secretary-Treasurer	Betty Willcox

Every Saint Mary's boarding student is a member of the Young People's Service League of the Diocese of North Carolina and is expected to do her share towards the support of an orphan at Thompson Orphanage, Charlotte, N. C., and to contribute to the old-clothes box which is sent annually to Little Switzerland, N. C., to be used for rummage sales.

Athletic Association: (Sigma and Mu)

Sigma

President	Ellis Barnard
Vice-President	Anna Fluck

Mu

President	Mildred Lee
Vice-President	Polly Lindsay

These are two athletic clubs, Sigma and Mu, to one of which every girl in school belongs. Each Club has its President and Vice-President. These four people and the two Physical Education teachers make up the Athletic Board, which plans the year's program of extracurricular athletic activities and keeps records relating to the athletic point system.

The athletic activities at Saint Mary's are divided into major and minor sports. As these sports are carried through the year, teams are chosen and tournaments are played. Individual girls are given points for making teams or placing in tournaments. Also points are given to the Athletic Association whose members win a tournament.

At the end of the year the Athletic Board makes awards as follows:

1. The Athletic Club receiving the highest number of points gets the plaque that is presented each year to the winning club.
2. The three individual girls making the most points during the year receive the highest athletic award.
3. The most outstanding girl in each major sport receives an award.
4. Girls making one all-star team are presented with a star. Girls making two all-star teams

are asked into the Letter Club, the honorary athletic society, and are presented with the club insignia.

5. If a girl has not received an award but has accumulated three hundred points she is given a special award for points. It is quite possible for the girl who is interested but not outstanding to make 300 points in two years.

Deutscher Verein

Officers

To be elected

The Deutscher Verein is made up of German language students. At its meetings the club is addressed by Germans or professors of German, and sometimes the group journeys to another college to meet other German language students.

The Granddaughters' Club

Officers

To be elected

The Granddaughters' Club is composed of the girls whose mothers or grandmothers are alumnæ of Saint Mary's. The present objective of the Granddaughters' Club is to raise money for the Centennial.

The Doctors' Daughters' Club

President	Olivia Anne Smith
Vice-President	Bettie Kendrick
Secretary	Katheryn Nelson
Social Secretaries	{ Rosa Macaulay Vi Johnson
Treasurer	Grace Walker

Those girls whose fathers are doctors make up the Doctors' Daughters' Club, under the leadership of Mrs. Naylor. Their aim is to help those people who are less fortunate than themselves.

STUDENT PUBLICATIONS

Editor of the <i>Belles</i>	Mary-Gene Kelly
Editor of the <i>Bulletin</i>	Kathryn Norman
Editor of the <i>Stage Coach</i>	Carol Cobb
Business Manager of the <i>Stage Coach</i>	To be elected

There are three publications at Saint Mary's: the *Stage Coach*, the *Bulletin*, and the *Belles*. The *Stage Coach* is the annual, given out each year on Class Day. The *Bulletin* is the literary magazine, published in October, March, and June. The *Belles* is the semi-monthly newspaper.

The publications staff, under the direction of the three editors, serves all three publications and therefore does a good deal of varied kinds of writing.

The editors of the publications are elected in the spring of each year by the student body. Nominations are made by the retiring editors and may be supplemented by floor nominations.

The publications staff, consisting of about twenty-five members, is chosen from the school at large by the editors and the adviser on the basis of writing ability in competitive trials at the beginning of each year. All girls are urged to try out for the staff.

At the end of each year the three editors, business manager, and three outstanding members of the staff are awarded keys for their year's work.

MARSHALS

Chief Marshal	Jean Fulton
Assistant Marshals	{ Elizabeth Adkins
	{ Martha Battle
	{ Ruth Bond
	{ Katheryn Nelson

New marshals are elected by the student body from the rising Senior class, and assume their duties at the Easter morning service. The marshals take the offering in chapel, lead chapel lines, act as ushers at entertainments in the auditorium, and serve in numerous other ways.

DANCE MARSHALS

Chief Dance Marshal	Mildred Lee
Senior Dance Marshals	{ Ellis Barnard
	{ Vi Johnson
	{ Jane Thuston
Junior Dance Marshals	Five to be elected
Underclassmen Dance Marshals	Three to be elected

The dance marshals, under the direction of their chief, supervise all dances at Saint Mary's School, formal and informal. The chief dance marshal

and her Executive Committee of Dance Marshals, together with the sponsors, work out the plans for every dance and are responsible for seeing that everything runs off smoothly.

CUSTOMS AND TRADITIONS

At Saint Mary's, as at all other schools, it is upon the customs and traditions that the co-ordination of the student body, and more especially the cultivation of school spirit, depend. These customs are the legacies of the classes; they are the inheritances of the classes to come.

Seniors

1. Every Senior has a "little sister," chosen from the underclassmen, whom she helps and advises.

2. Seniors sponsor a dance in December.

3. The night preceding Christmas holidays the Seniors give a Christmas pageant in the Chapel. Early the next morning they sing Christmas Carols to the students and faculty on the campus.

4. In May the Seniors give a farewell party for the student body.

Juniors

1. Juniors entertain the faculty and the student body at a "Spook" party, the annual Halloween party.

2. In the spring the Juniors give the Junior-Senior dance in honor of the Seniors.

3. Juniors make the daisy chain that the Seniors carry on class-day.

General

1. As a part of orientation, the school gives the Old Girl-New Girl party on the first Saturday night after school has opened.

2. Students welcome visitors by singing to them in the dining room.

3. Saturday night girl-breaks are held once a month in the gymnasium.

4. The student body remains at school Easter in order to participate in the early morning service.

5. Step singing at the end of school is the formal farewell of the Seniors to the school and of the other classes to the Seniors.

6. School is dismissed by the chief marshal when she drops a handkerchief.

7. White dresses, though not formal ones, are necessary for Easter and Commencement.

FACULTY RULINGS

GRADING

The following system of grading is used at Saint Mary's:

All grades will be given in letters.

A: 90 to 100.

B: 80 to 89.

C: 70 to 79.

D: 65 to 69.

E: Conditional; passing grade possible only by re-examination.

F: Failure; course must be repeated for credit.

Students more than four weeks late may not receive credit for the semester.

REPORTS

Reports are sent twice each semester to parents or guardian.

CHANGE IN COURSE

No new course may be registered for after the first two weeks of a semester unless by faculty recommendation.

ALLOWED ABSENCES FROM CLASS FOR JUNIORS
AND SENIORS

More than 10 absences during a semester bars a student from the final examination in a 4-hour course; more than 8 in a 3-hour course; more than 5 in a 2-hour course; more than 3 in a 1-hour course.

More than 4 *unexcused* absences for a 4-hour course; more than 3 *unexcused* absences for a 3-hour course; more than 2 *unexcused* absences for a 2-hour course; more than 1 *unexcused* absence for a 1-hour course, each semester, shall debar a student from final examination. (In some cases permissions to take the examinations may be secured from the Executive Committee.)

Unexcused absences are those not excused by the President or the physician.

Absences before or after holidays shall be considered doubled.

Two lates equal one absence.

POINT SYSTEM

AS SET UP BY THE HONOR COUNCIL

No student may hold offices amounting to more than 10 points during the year.

10 POINTS

President of Student Government Association.

8 POINTS

Chairman of Hall Council.

Vice-President of Student Government Association.

Secretary of Student Government Association.

Editor of *Belles*.

Editor of *Bulletin*.

Editor of *Stage Coach*.

6 POINTS

Business Manager, *Stage Coach*.

President Day Students.

Presidents of Classes.

Chief Marshal.

Honor Council Members.

Secretary Hall Council.

President of Y. P. S. L.

President of Altar Guild.

Chief Dance Marshal.

4 POINTS

President of Athletic Association.

Hall Presidents.

Members of Legislative Body.

Marshals.

Chairman of Drive Committee.

Presidents of Literary Societies.

Dance Marshals.

Secretary of the Hall Council.

2 POINTS

Vice-Presidents of Halls.

Presidents of Various Departmental Clubs.

CONSTITUTION OF THE STUDENT GOVERNMENT ASSOCIATION

Inasmuch as we, the Students of Saint Mary's School and Junior College, wish to assume the responsibilities of honor and self-reliance, and wish to promote successful group living, we hereby organize ourselves, with the co-operation of the faculty, into an association.

Article I: Name

This organization is the Student Government Association of Saint Mary's School and Junior College.

Article II: Purpose

The purposes are to inculcate the principles of self-control, responsibility, honor among the students, and loyalty to the school; to maintain a spirit of co-operation between the students and faculty; to regulate student conduct; and to further in every way possible the best interests of Saint Mary's.

Article III: Membership

Section 1. Every student in Saint Mary's School is a member of the Student Government Association.

Section 2. Every member is responsible for knowing the Constitution of the Student Government Association and all regulations governing student conduct.

All students after entering Saint Mary's will be formally inducted into the Association by saying *en masse*:

I have read the Student Handbook of Saint Mary's School, and I accept the responsibility for knowing the contents of this Handbook and pledge my support in maintaining Student Government in fact and in spirit.

Article IV: Advisers

Section 1. A Faculty Adviser to the Student Government Association, and a Faculty Adviser to the Hall Council are appointed each year by the President of the school. The President of the Student Government Association and the Chairman of the Hall Council may suggest to the President of the school certain faculty members as advisers.

Section 2. Duties of the Faculty Adviser to the Student Government Association:

- a) To consult with the President of the Student Government Association on all matters pertaining to the administration of Student Government affairs.

- b) To help train the Honor Council in methods of procedure, evidence, analysis of information, and in the correct manner of writing up reports to be submitted to the President of the school.
- c) To be Adviser to the Honor Council in all hearings and deliberations.
- d) To act for the Faculty Adviser to the Hall Council in the absence of that Adviser, upon request of the Hall Council.

Section 3. Duties of the Adviser of the Hall Council:

- a) To consult with the Chairman of the Hall Council on all matters pertaining to dormitory and campus regulations.
- b) To help train the Hall Council in methods of procedure, evidence, and analysis of information.
- c) To be Adviser to the Hall Council.
- d) To act for the Faculty Adviser to Student Government on request.

Article V: Officers

Section 1.

- a) The principal Student Government officers, serving for one year, are: a President, a Vice-President, a Secretary, a Chairman of

the Hall Council, a Secretary of the Hall Council, a President of the Day Students. (See Article X, Section 3, b.)

- b) There are also the following officials: members of the Honor Council, Presidents and Vice-Presidents of the Halls, student members of the Legislative Body, Chairmen of the Legislative Body, Chief Marshal, four other Marshals, Chief Dance Marshal, and eleven other Dance Marshals.

Section 2.

a) Duties of the President:

- 1) To call and preside over all meetings of the Student Government Association and of the Honor Council.
- 2) To appoint a Senior to act as chairman of each class and of the day students until the Presidents are elected.
- 3) To appoint the student members of the Constitution Committee.
- 4) To submit to the President of the school names of faculty members to serve in official capacities in the Student Government Association.
- 5) To serve on the Hall Council, *ex officio*.
- 6) To serve on the Legislative Body, *ex officio*.

- 7) To assume direction of matters not specifically assigned to other Student Government officers.
- b) Duties of the Vice-President :
- 1) To perform the duties of the President in her absence or at her request.
 - 2) To act as chairman of the Constitution Committee.
 - 3) To serve on the Honor Council, *ex officio*, except when acting for an absent member.
 - 4) To act as chairman of the New Girl Training Committee.
 - 5) To collect at the end of each school year all records of the Secretary of the Student Government Association, Hall Council, Legislative Body, and to turn them over to the Secretary to the President of the school, who will deposit them in a file provided for that purpose.
 - 6) To serve as a member of the Legislative Body.
- c) Duties of the Secretary :
- 1) To record the proceedings of all meetings of the Student Government Association.
 - 2) To act as Secretary to the President of the Association.

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- 3) To act as Secretary of the Honor Council.
 - 4) To post on the Association bulletin board after the formation of each committee of the General Association the names of the members and the faculty adviser to that committee. All such lists shall remain posted throughout the rest of the school year.
- d) Duties of the Chairman of the Hall Council:
- 1) To call and preside over all meetings of the Hall Council.
 - 2) To be responsible for the general functioning of the Hall Council.
- e) Duties of the Secretary of the Hall Council:
- 1) To keep full typed minutes of each Council meeting.
 - 2) To notify students of penalties imposed upon them, and to post on the Hall Council bulletin board names, offenses, and penalties as soon as the latter have been decided upon.
 - 3) To keep a file of every report and the manner of its disposition.
 - 4) To perform general secretarial duties.
- f) Duties of the President of the Day Students:
- 1) To keep the day students informed of Student Government activities.

- 2) To call and preside over meetings of the day students.
 - 3) To serve on the Legislative Body.
- g) Duties of each member of the Honor Council :
- 1) To attend all meetings of the Honor Council.
 - 2) To encourage an active co-operation with the Student Government Association.
- h) Duties of each Hall President :
- 1) To call and preside over meetings of her hall.
 - 2) To serve on the Hall Council.
 - 3) To enforce Hall Council Regulations on her hall.
 - 4) To grant such dormitory permissions as she deems advisable.
 - 5) To keep her hall teacher informed of all changes and innovations instituted by the Hall Council, and all other important matters.
- i) Duties of each Hall Vice-President :
- 1) To assist her Hall President at all times.
 - 2) To attend Hall Council meetings in the absence or at the request of her Hall President.

j) Duties of the Chief Marshal:

- 1) To list the duties of the marshals and to see that these duties are carried out.
- 2) To drop a handkerchief to mark the final dismissal of students at the close of the school year.

k) Duties of all Marshals:

- 1) To act as ushers for the Chapel services and other formal occasions of the school.
- 2) To maintain order in all student body gatherings.

l) Duties of the Chief Dance Marshal:

- 1) To be responsible for the general performance of the Dance Marshals.
- 2) To plan, together with her Executive Committee and those sponsoring the dances, and to carry out the details of all dances held at the school.

m) Duty of the Dance Marshals:

- 1) To see that all plans of the Executive Committee of Dance Marshals are carried out.

Article VI: Honor Council

Section 1. The Honor Council of the Student Government Association is composed of: The President of the Association, the Vice-President of

the Association, two other Seniors, two juniors, one underclassman, one business student, and one day student (who shall attend on call, or when a day student is involved in a report). Of these the presiding officer has no vote except in case of a tie, and the Vice-President has no vote except in the absence of a voting member.

The Faculty Adviser to the Association is Faculty Adviser to the Honor Council, and appears before the Council only upon request.

At the beginning of each school year the returning members of the Honor Council of the preceding year, together with the President and Vice-President of the Association and members elected by the Senior Class, act as a temporary Honor Council to serve until the new Honor Council has been elected.

- a) As soon as the new Honor Council is fully constituted, it is formally sworn in.

Section 2. The Honor Council has general supervision of the workings of the Student Government Association, acts as a supreme court and advisory body to the Hall Council, and takes whatever action may seem advisable in order to maintain a high level of student conduct.

Section 3. The Honor Council determines the guilt or innocence of any student accused of an infraction of the Honor Code; adjudicates any

case referred to it by the Hall Council; and passes on any student's appeal from a Hall Council decision.

Section 4. The Officers of this Body:

- a) A Chairman whose office the President of the Association automatically fills. The President calls and presides over all meetings of the Honor Council, signs all reports of the Council, and gives to the student body the outline and disposition of every case acted on by the Council.
- b) A Secretary who is elected in the fall by the Honor Council from its own membership. The Secretary keeps full minutes of each Council meeting, writes and types all reports of the Council, notifies members of the meetings, performs general secretarial duties at all meetings of the student body, and communicates in writing to the students concerned, the penalties decided upon and imposed by the Honor Council.

Section 5. Except in meeting with the Executive Committee of the Faculty, Honor Council members may not discuss matters that come before them with any persons other than the following: fellow Honor Council members, the Faculty Adviser to the Honor Council, the President of the school, student petitioners, a faculty member under whose

jurisdiction the infraction is alleged to have occurred. *The slightest infraction of this rule will be dealt with severely.*

Section 6. The Honor Council may summon before it and require testimony from any member of the Association or any member of the faculty, and may penalize any student who refuses to testify.

Section 7. For every case brought before it, the Honor Council sends to the President of the school a typed report containing the original report, a digest of the Council's findings, and its recommendations for the disposition of the case.

Section 8. In all cases tried or reviewed before the Honor Council the accused student is personally heard in her own defense before penalty is recommended, unless, with the approval of the Council, she chooses to send a written statement or a representative.

Section 9. The disposition of each case brought before the Honor Council is, with names deleted, read before the student body as early as possible. Details concerning any case may be obtained by a written petition submitted to the Honor Council. Such petitions must be signed by three or more students, who will then appear before the Honor Council to receive explanations.

Section 10. In May the Secretary of the Honor Council must make and send to the President of

the school a statistical report of all cases handled during the year. A copy of this report goes to the Co-Chairman of the Legislative Body in the fall to be read at the first meeting.

Section 11. The Honor Council, after consulting with the President of the school, passes on all organizations petitioning for a place on campus. The organization must submit to the Honor Council its constitution or a statement of its purpose.

Article VII: Hall Council

Section 1. The Hall Council of the Student Government Association is composed of: Chairman of the Hall Council, Vice-Chairman, Secretary, President of the Student Body (*ex-officio* members), Hall Presidents, and two day students (who serve on cases regarding day students only).

Except when filling in for Hall Presidents, Hall Vice-Presidents attend Hall Council meetings only upon request.

The Hall Council Faculty Adviser attends meetings only upon request of the Chairman.

Section 2. Duties of the Hall Council:

- a) To devise and codify all regulations in the hands of the students and not specifically under the jurisdiction of the Honor Council, and to administer penalties for violations of them.

- b) In cases where a student wishes to appear before the Hall Council in her own defense, to give her the privilege of a hearing.
- c) To modify or expand Hall Regulations for any one hall if sufficient provocation arises.

Section 3. Officers of this Body:

- a) A Chairman who is elected from the incoming Senior Class by the student body. The Chairman calls and presides over all meetings of the Hall Council and supervises the functioning of the Hall Council.
- b) A Vice-Chairman who is elected from the Hall Council serves as Chairman upon request and assists the Secretary.
- c) A Secretary who is elected in the spring from the student body. The Secretary keeps full, typed minutes of each Council meeting; notifies the students of penalties imposed upon them, and posts on the Hall Council bulletin board, names, offenses, and penalties as soon as the latter have been decided upon; keeps a file of every report and the manner of its disposition; performs general secretarial duties.

Section 4. The Hall Council meets weekly at a scheduled hour.

Section 5. Any student who tries to deceive the Hall Council shall be sent before the Honor Coun-

cil for violation of the Honor Code. The Hall Council may refer any case to the Honor Council for final adjudication. Any student may appeal a decision of Hall Council to the Honor Council.

Section 6. In May the Secretary of the Hall Council must make and send to the President of the school a statistical report of all cases handled during the year. A copy of this report goes to the Co-Chairman of the Legislative Body in the fall to be read at the first meeting.

Article VIII: Legislative Body

Section 1. The Legislative Body of the Student Government Association is composed of faculty and student members. The faculty members are the Dean of Students, Secretary to the President, the Adviser to the Student Government Association, the Adviser to the Hall Council, and one appointed yearly by the President of the school for a term of two years. The student members are the President of the Student Government Association, Vice-President of the Student Government Association, Chairman of the Hall Council, President of the Day Students, two representatives from the Junior Class, one representative from each of the other academic classes,* a representative from the Business Class, Editor of the *Handbook*, class

*An academic group, to merit representation as a class, must have its own class organization.

presidents of academic classes. Of these the Editor of the *Handbook*, the President of the Student Government Association, and the class presidents may not vote, and *either* the Dean or Secretary to the President may vote.

Section 2. Duties of this Body :

- a) To pass or reject student petitions regarding social and dormitory regulations.
- b) To examine in detail, to pass or reject as seems advisable, all work done by the Constitution Committee.
- c) To initiate such petitions and suggest amendments to the Constitution as seem desirable.

Section 3. Officers of this Body :

- a) A Co-Chairman, elected from the student members, who calls and presides over all meetings during the *second* semester, with the Co-Chairman discusses all passed petitions with the President of the school, and reports on them to the Legislative Body and to the student body.
- b) A Co-Chairman, elected from the faculty members, who calls and presides over all meetings during the *first* semester; with the Co-Chairman discusses all passed petitions with the President of the school; and ex-

plains to the student body the nature of petitions and when they are due.

- c) A Secretary, elected from the class representatives, who notifies members of the meetings, keeps minutes, keeps permanent records of all petitions, and performs general secretarial duties.

Section 4. The first regular meeting is held before the first of November, when officers of this body are elected, and any desired committees appointed. A regular meeting is held the first or second week after mid-year examinations to consider petitions. The last regular meeting is held not later than the first week in May. Special meetings may be called at the discretion of the chairman.

Section 5. A committee appointed by the Co-Chairman of the body edits and classifies all petitions. One of the Junior Class representatives is chairman of this committee.

Section 6. Procedure for petitioning :

Petitions signed by three or more students may be submitted to a class representative, by whom they will first be edited and then be submitted to the Committee on Petitions. These petitions in their final form are posted on the Association bulletin board for at least three days before the mid-year meeting of the Legislative Body.

Section 7. A measure or petition is passed by a majority of votes.

Section 8.

- a) After the last meeting the petitions passed by the Legislative Body and approved by the President of the school are announced by the Co-Chairman of the Body at a general Association meeting, are posted on the Association bulletin board, and are printed in the *Handbook* for the following year. At the meeting at which the announcements are made, the Co-Chairman explains the rejection of any petitions which failed to be passed and approved.
- b) Petitions ordinarily become effective immediately upon their passage and approval. However, a petitioned regulation may become effective at any date decided upon by a two-thirds majority of the voting members of the Body and approved by the President of the school.

Section 9. In May the Secretary of the Legislative Body must make and send to the President of the school a statistical report of all petitions handled during the year. A copy of this report goes to the Co-Chairman of the Legislative Body in the fall to be read at the first meeting.

Article IX: Committees*Section 1. New Girl Training Committee:*

- a) This committee is composed of the Vice-President of the Association as Chairman and her appointees.
- b) This committee supervises new girl orientation, and holds training classes for all new girls.

Section 2. Nominating Committee:

- a) This committee is composed of one Senior appointed by the President of the Senior Class, two Juniors appointed by the President of the Junior Class, and one day student appointed by the President of the Day Students. The President of the Association acts as an *ex-officio* member.
- b) This committee nominates candidates for offices of the Student Government Association as provided for in Article X.

Section 3. Constitution Committee:

- a) This committee is composed of the Vice-President of the Association as Chairman, two students appointed by the President of the Association, and two faculty members appointed by the President of the school.
- b) Throughout the year this committee studies the Constitution and prepares recommenda-

tions for revisions. It must complete and submit its entire report to the Legislative Body before the latter's last regular meeting.

Section 4. Handbook Committee:

- a) The Editor of *Handbook*, elected from the student body in the fall, is chairman and chooses her own committee, including a faculty adviser, to help her edit the *Student Handbook*.

Section 5. Student Drive Committee:

- a) This committee is composed of a chairman appointed by the President of the Association, and members appointed by the chairman.
- b) This committee has as advisers a faculty member chosen in the fall by the Chairman of the Committee, the President of the Association, and the President of the school.
- c) The committee tries to arouse student interest in a definite project for the school and promotes student support of the project.

Section 6. Executive Committee of Dance Marshals:

- a) This committee is composed of the Chief Dance Marshal as chairman and the Dance Marshals receiving the highest number of votes in their respective classes.

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- b) This committee directs and has charge of all dances held at Saint Mary's.
 - c) This committee submits suggestions for a faculty adviser to the President of the school.

Article X: Elections

Section 1.

- a) For any election which involves the whole student body but which is not specifically provided for in the Student Government Association Constitution, the President of the Association appoints a special nominating committee.
- b) In every student election in which a nominating committee functions, nominations may be made from the floor.
- c) *All student body nominations, including those of class presidents, must be approved by the President of the school.*
- d) Nominations for all Student Government officials (except Secretary of the Honor Council) must be posted on the Association bulletin board for at least three days before the election. (*N.B.* When there is but one nominee for an office, she is declared automatically elected.)

- e) No student may be eligible for a campus office or a class presidency unless she has a C average (70-79), and is an unconditioned member of her class.

Section 2. Procedure for all elections of general Association officers and all other elections involving the whole student body:

- a) Elections are decided by a simple majority unless there are more than two nominees, in which case there must be selective voting. The President of the Association does not vote except in case of a tie.
- b) The Australian ballot-box system of voting is used in all elections of general Association officers, and may be used for others at the discretion of the President of the Association.

Balloting is held at a time and place specified by the President of the Association, and each student votes in secret and casts her ballot alone. All ballots must be written and signed, and there is no absentee voting. Ballots are counted by the President of the Association, and the Presidents of the Junior and Senior Classes, or by some officer delegated by the President of the Association. The results are announced and then posted on the Association bulletin board. The polls' captains are appointed by the ballot counters.

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- c) In case of a vacancy in a major office, a special election is called by the President of the Association.
 - d) The Presidents of the classes and the representatives to the Legislative Body are nominated and elected by their respective classes. Selective voting is employed.
 - e) Members of the Honor Council are nominated and elected by the groups they represent.
 - f) Chief Dance Marshal is elected first from the rising Senior Class. Seniors, Juniors, and Underclassmen each elect three Dance Marshals, the Business Class, two; the one in each class receiving the highest number of votes becoming a member of the Executive Committee of the Dance Marshals.
 - g) A Hall President and Vice-President of each hall are elected at the end of the first school month in the following manner: Girls of the hall hand to the teacher suggestions for nominees. The names of two girls nominated by the hall teacher are posted on the hall for twenty-four hours, and then voted on. The nominee receiving the highest number of votes becomes the Hall President; the one with the next highest vote, the Hall Vice-President.

Each hall teacher appoints a temporary Hall President to serve for the first month of school.

- h) Day students nominate and elect Honor Council and Hall Council representatives at the end of the first month of school by selective voting.

Section 3.

- a) The following student officers are elected in the spring to serve for the following school year :
- 1) President of the Student Government Association.
 - 2) Chairman of the Hall Council.
 - 3) Vice-President of the Student Government Association.
 - 4) Editors of the *Stage Coach*, the *Bulletin*, and the *Belles*.
 - 5) President of the Senior Class.
 - 6) Senior Honor Council members.
 - 7) Marshals.
 - 8) Chief and Senior Dance Marshals.
 - 9) Secretary of the Hall Council.
- b) Only members of the incoming Senior Class are eligible for election to these offices. How-

ever, second-year Business students and students who have passed Junior work are eligible for the offices of Marshals and Secretary of the Hall Council.

- c) Election of these officers must follow the order indicated above and no other elections are permitted until these are completed.

Section 4.

- a) The following student officers are elected in the fall to serve for the school year:
- 1) President of the Day Students (elected from the Senior Class).
 - 2) Presidents of the academic classes other than the Senior Class, and of the Business Class.
 - 3) Members of the Honor Council except Senior members.
 - 4) Representatives from each class to the Legislative Body.
 - 5) Editor of the *Handbook*.
- b) These elections must be completed within six weeks after the opening of the school.

Section 5.

- a) The President and Vice-President of the Association, the Chairman and Secretary of the Hall Council, the Marshals, and the Chief

Dance Marshal are nominated by the Association Nominating Committee and elected by the student body.

- 1) The Association Nominating Committee nominates ten girls from the rising Senior Class as Marshal candidates and the five elected go into office at the eleven o'clock service on Easter Day. The Marshal receiving the highest number of votes is Chief Marshal.
- b) Editors of the *Stage Coach*, the *Bulletin*, and the *Belles* are nominated by a committee composed of the outgoing Editors and the Publications' Adviser, and elected by the student body.
- c) The President of the Day Students is nominated and elected by the day students.

Article XI: Removal from Office

Any girl holding a major* office may be removed from office for abuse, gross negligence of her official duties, or for any conduct unbecoming to her office. A written statement signed by at least three girls and stating the nature of the offense must be handed to the President of the Association. The

*A "major" office is one that has six points, or that is elected by the student body.

case is tried before a joint session of the Hall Council and the Honor Council. The defendant is present during the hearing of the case. The Hall Council, by itself, discusses the case and hands its recommendation to the Honor Council. The Honor Council makes the final decision, taking this recommendation into consideration.

Article XII: Meetings

Section 1.

- a) A formal meeting of the Association is held during the first week of the school year.
- b) A meeting may be called at any time by the President, or a special meeting at the written request of five members; the object of such a meeting must be stated in the request.
- c) Two-thirds of the members of Association constitute a quorum.
- d) Unless otherwise provided, a majority vote of a quorum is binding.

Section 2.

- a) Seven regular meetings of groups for orientation of new girls are held during the first month of the school year. The time of these meetings shall be decided upon by the Vice-President.

- b) Attendance of the new girls at these meetings is compulsory.

Section 3. All business of the Association is conducted according to Parliamentary procedure.*

Article XIII: Interpretation

All questions of interpretation of this Constitution must be referred to the President of the school, whose decision is final.

*Roberts' *Rules of Order, Revised.*

FACULTY AND OFFICERS

SESSION 1940-1941

Miss Elizabeth Bason	Burlington, N. C.
Mr. Herbert A. Bird	Raleigh, N. C.
Mr. and Mrs. Russell Broughton	Burlington, Ohio
Miss Bessie Brown	Baltimore, Md.
Mrs. Harlan C. Brown	Raleigh, N. C.
Mrs. Marianne Casper	Raleigh, N. C.
Miss Geraldine Cate	Columbia, S. C.
Mrs. Ernest Cruikshank	Raleigh, N. C.
Miss Florence Davis	Elizabeth, N. J.
Miss Slocumb Davis	Dunn, N. C.
Miss Sally Digges	Charlottesville, Va.
Miss Mary Helen Dodd	Lexington, Mass.
Miss Jane Goss	Weedspport, N. J.
Mrs. James T. Greenwood	Raleigh, N. C.
Mr. W. C. Guess	Raleigh, N. C.
Miss Caroline Harris	Junction City, Ark.
Miss Rebecca Harvey	Appomattox, Va.
Dr. H. B. Haywood	Raleigh, N. C.
Miss Rachel Johnson	Chapel Hill, N. C.
Miss Julia Jordan	Raleigh, N. C.
Rev and Mrs. Henry F. Kloman	Raleigh, N. C.
Miss Marjorie Lalor	Sargeantville, Hancock Co., Maine
Miss Nell Battle Lewis	Raleigh, N. C.
Miss Ruth Lineberry	Raleigh, N. C.
Mrs. Nannie H. Marriott	Raleigh, N. C.

Mrs. Hugh McLeod	Raleigh, N. C.
Miss Rosalie McNeill	Lumberton, N. C.
Mr. C. A. P. Moore	Charleston, S. C.
Miss Mabel Morrison	Halifax, Canada
Mrs. L. B. Naylor	Enfield, N. C.
Mrs. Theodore Partrick	Raleigh, N. C.
Mr. Donald Peery	Raleigh, N. C.
Miss Mary Lewis Sasser	Raleigh, N. C.
Miss Ruth H. Scott	Kingston, N. Y.
Mrs. Walter Simpson	Raleigh, N. C.
Miss Elizabeth Tucker	Hertford, N. C.
Mr. and Mrs. A. W. Tucker	Raleigh, N. C.
Miss Frances Vann	Franklinton, N. C.
Miss Sarah Vann	Franklinton, N. C.
Miss Virginia Williamson	Smithfield, N. C.

STUDENT BODY

SESSION 1940-1941

*Day Students

Adkins, Elizabeth Hyman	Richmond, Va.
Alexander, Virginia Langhorne	Lynchburg, Va.
Bair, Esther Suydam	Greensburg, Penn.
Baker, Ann	Greensboro, N. C.
Barnard, Ellis	Chevy Chase, Md.
Barrett, Dorothy Lee	Richmond, Va.
Barrett, Frances Lightfoot	Richmond, Va.
Bassett, Mary Elizabeth (Betty)	Bassett, Va.
Battle, Elizabeth Mershon (Betty)	Rocky Mount, N. C.
Battle, Martha Ann	Rocky Mount, N. C.
Bayley, Caro	Springfield, Ohio
Beale, Peggy Lilner	Franklin, Va.
Bell, Alice Peoples	Pittsboro, N. C.
Bell, Hannah Townsend	Red Springs, N. C.
Bernhardt, Pauline	Lexington, N. C.
Blount, Margaret Little	Bethel, N. C.
*Bobbitt, Helen Crews	Raleigh, N. C.
Bond, Ruth Waters	Tarboro, N. C.
Bothwell, Dora Orline	Hickory, N. C.
Boykin, Edna Earle	Wilson, N. C.
Boyle, Margaret Ann	Columbia, S. C.
Branson, Barnett Merriweather	Atlanta, Ga.
*Bronson, Elizabeth Ann (Betty)	Raleigh, N. C.
Brooks, Frances Patricia	Bristol, Pa.

Buchholtz, Charlotte Elizabeth	Batavia, N. Y.
Burgess, Betsy	Sarasota, Fla.
Burnett, Mamie Hunter	Spartanburg, S. C.
Burns, Marion Deacon	Moorestown, N. J.
Butler, Grace Elaine	Roseboro, N. C.
Caison, Mildred	Clinton, N. C.
Campbell, Dorothy Mildred	Staten Island, N. Y.
Casteen, Alice Bethenia (Betsy)	Leaksville, N. C.
*Castleman, Ann	Raleigh, N. C.
Cauble, Carolyn	Winston-Salem, N. C.
Chambers, Mary Isabelle	Marion, N. C.
*Chase, Elizabeth Landon (Betty)	Raleigh, N. C.
Cheatham, Elvira Young	Henderson, N. C.
*Christian, Elizabeth Ann	Raleigh, N. C.
Claiborne, Mary Emily	Huntsville, Ala.
Clarke, Minkie	Maysville, Ky.
*Clendenin, Betsy Anne	Raleigh, N. C.
Clendenin, Jean Marie	Greensboro, N. C.
Cleveland, Mildred Lewis	Spartanburg, S. C.
Cobb, Eva Carolyn (Carol)	Chapel Hill, N. C.
Cobb, Mary Martha	Chapel Hill, N. C.
Collins, Mary Strange	Hillsboro, N. C.
Cooper, Fannie Closs	Henderson, N. C.
Cooper, Sarah Joyce	Rome, Ga.
Cowan, Jane Haughton	Durham, N. C.
Cox, Eugenia McWhorter	Mount Olive, N. C.
Cranston, Olive Marwood	Augusta, Ga.
*Crocker, Kelsey Carr	Raleigh, N. C.
*Cromartie, Margaret Bulluck	Raleigh, N. C.

*Crowder, Frances Elizabeth	Raleigh, N. C.
Cureton, Josephine	Greenville, S. C.
Curtis, Adelaide Rodman	Norfolk, Va.
Cuthbert, Elouise Mayrant	Suffolk, Va.
Daniels, Mary Cleaves	Goldsboro, N. C.
Darden, Marion Walker	Wilmington, N. C.
Davis, Anne Fayssoux	Durham, N. C.
Dicks, Cecelia Covington	Rockingham, N. C.
Donnell, Polly Dore	Oak Ridge, N. C.
Drysdale, Betty Anne	Hendersonville, N. C.
Dunn, Anne Westcott	Birmingham, Ala.
Dwelle, Mary Elephare	Charlotte, N. C.
*Eatman, Rodney Anne	Raleigh, N. C.
*Ellen, Martha Lancaster	Raleigh, N. C.
Fagg, India Dolores	Kernersville, N. C.
Feild, Martha Parks	Gloucester, Va.
Fitzgerald, Janice Bennett	Smithfield, N. C.
Fleming, Katharine Mortimer	Wilson, N. C.
Fluck, Anna Meredith	Tarboro, N. C.
Ford, Helen Somerville	Martinsville, Va.
*Fox, Elizabeth Ashe (Betsy)	Raleigh, N. C.
Fulton, Jean	Roanoke, Va.
Galbreath, Amine King	Kinston, N. C.
Gant, Cordelia Wills	Burlington, N. C.
*Gant, Sue Dishman	Raleigh, N. C.
Garrison, Julia Jennette	Goldsboro, N. C.
*Geoghegan, Ann Helen	Raleigh, N. C.
Gibbon, Catherine	Charlotte, N. C.
Gill, Mildred Lucille	Charlotte, N. C.

Glenn, Marion Gray	Camden, S. C.
Graham, Jessica Vann	Charlotte, N. C.
Graham, Rena Micks	Goldsboro, N. C.
*Gregory, Margaret Anne	Raleigh, N. C.
Gresley, Jane	Lake Lure, N. C.
*Grimes, Elizabeth	Raleigh, N. C.
Guthrie, Rue	Charlotte, N. C.
*Hairston, Margaret Wilson	Raleigh, N. C.
*Hampton, Henrietta Dargan	Raleigh, N. C.
Hardison, Louisa Cutler (Lou)	Wadesboro, N. C.
*Hardison, Sarah Locke	Raleigh, N. C.
Harris, Dorothy	Spartanburg, S. C.
*Harris, Florence Caroline	Norfolk, Va.
*Harris, Ida Dunn	Raleigh, N. C.
Harvey, Myrtilla Gill	Kinston, N. C.
Harwood, Sue Somerville	New York, N. Y.
*Hassinger, Virginia Ruth	Raleigh, N. C.
Hatfield, Christine Colridge	Ashland, Pa.
Herty, Dorothea	Bethlehem, Pa.
Hess, Betty Van Dyke	Fort Bragg, N. C.
*Hickey, Rita Bowen	Raleigh, N. C.
*Hilker, Betty Watson	Raleigh, N. C.
Hobson, Anne	Salisbury, N. C.
Hogg, Martha Page	Beckley, W. Va.
Holland, Mary Wright	Wilmington, N. C.
Holmes, Almeria Lykes	Tampa, Fla.
Hood, Jinnette Garland	Portsmouth, Va.
Hoover, Mary Alice	Thomasville, N. C.
Howard, Gene Hancock	Washington, D. C.

Hubbard, Jane Emerson	Heathsville, Va.
Hunt, Nancy Travis	Oxford, N. C.
Hurley, Susanne Headen	Greensboro, N. C.
Hurt, Edna Jane	Scottsboro, Ala.
Huske, Mary Cook	Fayetteville, N. C.
Jackson, Helen Lorraine	Plymouth, N. C.
Johnson, Anne Rowan	War, West Va.
*Johnson, Evelyn June	Raleigh, N. C.
*Johnson, Mary Frances	Raleigh, N. C.
Johnson, Vi	Greensboro, N. C.
Johnston, Meredith Latham	Plymouth, N. C.
Jones, Cordelia Day	Aulander, N. C.
Jones, Elizabeth Ann	Aulander, N. C.
Jones, Elizabeth Smedes (Libby)	Charlotte, N. C.
*Joyner, Sue Kitchin	Raleigh, N. C.
Kelly, Janet McNeil	Erwin, N. C.
Kelly, Mary-Gene	Ottawa, Kan.
Kelly, Mary Jane	Fayetteville, N. C.
*Kendrick, Bettie Alexander	Raleigh, N. C.
Kight, Martha	Norfolk, Va.
*Kirby, Katherine Russell	Raleigh, N. C.
Kitchin, Margaret Hodges	Scotland Neck, N. C.
Kitchin, Sara Jane	Washington, D. C.
Lamb, Ella Gale	Pasadena, Calif.
Lance, Sarah Allison	Clinton, N. C.
Lee, Mildred Borden	Goldsboro, N. C.
Lewis, Nancy Virginia	Mount Airy, N. C.

Lindsay, Pauline Gervais (Polly)	Spartanburg, S. C.
Love, Mary Elizabeth	Burlington, N. C.
Lucas, Cora Cox—II	Greensboro, N. C.
*Lynch, Martha Lillian	Rocky Mount, N. C.
Lyon, Jean	Fayetteville, N. C.
Macaulay, Rosa Moore	Waynesboro, Ga.
Mahan, Charlotte Ann	Charlottesville, Va.
Makepeace, June Margaret	Sanford, N. C.
Mangum, Margaret Graham	Rougemont, N. C.
Marshall, Elise Martin	Garnett, S. C.
Marshall, Page Meredith	Bedford, Va.
Martin, Nancy Patton	Norfolk, Va.
Meredith, Jean	Lawrenceville, Va.
Milliken, Sue Ann	Southern Pines, N. C.
Montgomery, Isabelle Haynes	Lynchburg, Va.
*Moore, Helen Ball	Raleigh, N. C.
Morrison, Leila Alston	Concord, N. C.
Motter, Jean Atkinson	Hellam, Pa.
Mullet, Dolores Elizabeth	Fort Bragg, N. C.
Murchison, Loulie	Wilmington, N. C.
*McClenaghan, Anne Whitaker	Raleigh, N. C.
McDowell, Dorothy	Kershaw, S. C.
McKinley, Nancy	East Cleveland, Ohio
McLeod, Marion Kirk	Sumter, S. C.
McRae, Virginia Lee	Rockingham, N. C.
Neblett, Perry MacFarland	Charlotte, N. C.
Nelson, Katheryn	Tampa, Fla.
Newell, Martha Hill	Richmond, Va.

Niederhauser, Nell Dexter	Gadsden, Ala.
Noble, Susan Coleman	Gloucester, Va.
*Norman, Kathryn Wheeler	Raleigh, N. C.
Northcutt, Mary Lucile	Wilmington, Del.
O'Herron, Nancy	Charlotte, N. C.
Oliver, Catharine Anne	Jackson Heights, N. Y.
Osborne, Rose Whitehead	Asheville, N. C.
Outlaw, Lucy Rascoe	Elizabeth City, N. C.
Owens, Anne Douglas	Maysville, Ky.
Page, Kathryn	Aberdeen, N. C.
Parham, Priscilla Anne	Henderson, N. C.
Peete, Nancy Peters	Warrenton, N. C.
Pell, Virginia Randolph	Chapel Hill, N. C.
Peters, Mary Bruce	Radford, Va.
Pettigrew, Mary Ann	Asheville, N. C.
Peurifoy, Carolyn Eldred	Walterboro, S. C.
Phlegar, Ellen Montgomery	Christianburg, Va.
Piver, Doris Bonner	Leonia, N. J.
Piver, Sybil Elizabeth	Leonia, N. J.
Pless, Ann Neal	Marion, N. C.
*Poe, Nancy Rose	Raleigh, N. C.
Poisson, Gethyn Rugan	Wilmington, N. C.
*Pou, Carolyn Ihrie	Raleigh, N. C.
Poulnot, Jane Taylor	Charleston, S. C.
Powe, Frances Banks	Durham, N. C.
Powell, Catherine Simmons	Whiteville, N. C.
Quintard, Ida Jones	Charlotte, N. C.
Raborg, Elizabeth Peirce	Chapel Hill, N. C.
*Ragland, Henrietta	Raleigh, N. C.

Ravenel, Thelma Isabelle (Boots)	Decatur, Ga.
Redwood, Mary Sophia	Biltmore, N. C.
Reed, Carolyn Elizabeth	Henderson, N. C.
Reynolds, Alma Gloria	Clinton, N. C.
Rodgers, Anna Jean	Birmingham, Ala.
Rodman, Marcia Blount	Washington, N. C.
Roper, Mary Katharine	Winter Garden, Fla.
Rosenbaum, Myrtle Winifred	Tarboro, N. C.
Royster, Helen Knight	Henderson, N. C.
Rutherford, Aurelia Huger	Roanoke, Va.
*Schenck, Emily Floried	Raleigh, N. C.
Schmidt, Suzanne	Fort Bragg, N. C.
*Seeley, Ann Parkinson	Raleigh, N. C.
Sharpe, Martha Burns	Guilford College, N. C.
Shelton, Eleanor Winn	Richmond, Va.
*Shelton, Jeanne Coral	Raleigh, N. C.
Sherrod, Clara Cole	High Point, N. C.
Smith, Olivia Anne	Rowland, N. C.
*Sneed, Mary Stark	Raleigh, N. C.
Speight, Peggy	Rocky Mount, N. C.
Stenhouse, Marjorie Mae	Goldsboro, N. C.
Stephenson, Foy Ward	Pendleton, N. C.
*Stephenson, Mary Lou	Raleigh, N. C.
Stribling, Martha Elizabeth	Atlanta, Ga.
Stuart, Margaret DuPuy	Bluefield, West Va.
Stucky, Ellen Mary	Fort Myers, Fla.
Swain, Mary Elizabeth (Betty)	Wilmington, N. C.
Sweeney, Frances March	Salisbury, N. C.

Swindell, Margaret Gold	Wilson, N. C.
Tart, Daisy Deane	Dunn, N. C.
Taylor, Mary Augusta	Roanoke Rapids, N. C.
Taylor, May French	Wilmington, N. C.
Taylor, Virginia Louise	Boone, N. C.
Thomas, Eleanor B.	Charlotte, N. C.
Thomas, Marion Moore	Charlotte, N. C.
*Thompson, Kathleen Ball	Raleigh, N. C.
Thomson, Elizabeth Kabler	Forest, Va.
Thorne, Elizabeth Eugenia	Columbia, S. C.
Thornton, Sara Elizabeth	Norfolk, Va.
Thorpe, Bettie Battle	Pelham Manor, N. Y.
Thuston, Emily Jane	Birmingham, Ala.
Tinsley, Rebekah	Spartanburg, S. C.
Toepleman, Elizabeth Corbitt	Henderson, N. C.
Tucker, Sarah Frances	Raleigh, N. C.
Tull, Margaret	Kinston, N. C.
Tyler, Anne Louise	Arlington, Va.
*Upshaw, Mary Bryant	Raleigh, N. C.
Vann, Bettie Henley	Franklinton, N. C.
Wales, Betty Winston	Edenton, N. C.
Walker, Edla Holmes	Elizabeth City, N. C.
Walker, Grace Stoneham	Ahoskie, N. C.
Walker, Nancy Boyd	Heathsville, Va.
Wall, Margaret Kendall	Enfield, N. C.
Walters, Betty	Rockingham, N. C.
Ward, Rebecca Hilliard	Plymouth, N. C.
Wells, Mary Alex	Wilson, N. C.
*West, Betsey John	Raleigh, N. C.

West, Carolyn Hoke	Kinston, N. C.
White, Lucille Chandler	Henderson, N. C.
White, Mary Doyle	Edenton, N. C.
Wickham, Credilla Barksdale (Dale)	Annapolis, Md.
Wilkinson, Agnes Meredith	La Crosse, Va.
Will, Josephine Anne	Indian Head, Md.
Willcox, Elizabeth Winslow (Betty)	Norfolk, Va.
*Williams, Mary Emily	Raleigh, N. C.
Wilson, Mary Frances	Charlottesville, Va.
Wilson, Nancy	Batavia, N. Y.
Wood, Anna Wadsworth	Edenton, N. C.
Woodard, Grace	Wilson, N. C.
Woodard, Katherine Gray	Rocky Mount, N. C.
Woody, Mary Sievers	Roxboro, N. C.
Wooten, Bettie London	Fayetteville, N. C.
*Wooten, Sarah Rembert	Raleigh, N. C.
Yount, Alice Walton	Hickory, N. C.

Learn these words before the opening of school:

SCHOOL HYMN

We build our School on Thee, O Lord
To Thee we bring our common need;
The loving heart, the helpful word,
The tender thought, the kindly deed.

We work together in Thy sight,
We live together in Thy love;
Guide Thou our falt'ring steps aright,
And lift our thoughts to heaven above.

Hold Thou each hand to keep it just,
Touch Thou our lips and make them pure;
If Thou art with us, Lord, we must
Be faithful friends and comrades sure.

We change, but Thou art still the same,
The same good Master, Teacher, Friend;
We change; but Lord, we bear Thy Name,
To journey with it to the end. AMEN.

—*Sebastian W. Meyer, 1908.*

ALMA MATER

(TUNE: "*Believe Me If All Those Endearing
Young Charms*")

Saint Mary's! wherever thy daughters may be
They love thy high praises to sing,
And tell of thy beauties of campus and tree
Around which sweet memories cling;
They may wander afar, out of reach of thy name,
Afar out of sight of thy grove,
But the thought of Saint Mary's aye kindles a
flame
Of sweet recollections and love.

Beloved Saint Mary's! How great is our debt!
Thou has cared for thy daughters full well;
They can never thy happy instructions forget.
Nor fail of thy virtues to tell.
The love that they feel is a heritage pure:
An experience wholesome and sweet.
Through the fast rolling years it will grow and
endure;
Be a lamp and a guide to our feet.

May the future unite all the good of thy past
With the best that new knowledge can bring.
Ever onward and upward thy course! To the last
Be thou steadfast in every good thing.

Generations to come may thy fair daughters still
Fondly think on thy halls and thy grove
And carry thy teachings—o'er woodland and hill—
Of earnestness, wisdom, and love.

HAIL, SAINT MARY'S

Adapted from Margaret Mason Young, 1899

In a grove of stately oak trees,
Where the sunlight lies,
Stands Saint Mary's true and noble
'Neath the Southern skies.

*Far and wide, oh sound her praises,
Chorus full and free,
Hail, Saint Mary's, Alma Mater,
Hail, all hail to thee!*

Well we love the little Chapel,
Ever hold it dear;
Hear the echoes of the music,
Rising soft and clear.

Far and wide, etc.

There the ivy and the roses
Climb the old stone wall,
There the sweet, enticing bird notes
Sound their magic call.

Far and wide, etc.

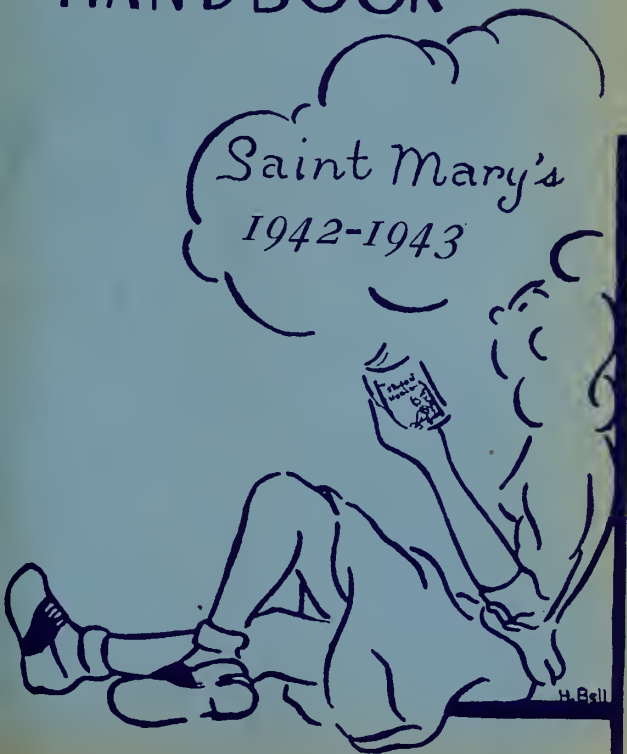
There the bonds of friendship strengthen,
As her beauties charm,
We draw close to Alma Mater,
Trust her guiding arm.

Far and wide, etc.

If this book is lost, additional copies may be obtained at the office at a cost of ten cents each.

Student
HANDBOOK

Saint Mary's
1942-1943



THE CHAPEL

To new and old students the Chapel is something more than just a place to attend; it is a refuge. Old students will remember and new ones will soon learn that our Chapel is the great leveler, the great comforter, and the great source if one wishes to seek it.

STUDENT HANDBOOK

SAINT MARY'S SCHOOL
AND JUNIOR COLLEGE

RALEIGH, NORTH CAROLINA

1942-1945

Edited for

Student Government Association

By LILLIAN JENKINS

BRING THIS BOOK WITH YOU

IMPORTANT, NEW STUDENTS

New students should read and become thoroughly familiar with the contents of this HANDBOOK before coming to school. During the first two weeks of school the New Girl Training Committee will hold classes to help new students learn the HANDBOOK thoroughly, and they will then give a test which all new students are required to pass.

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STUDENT GOVERNMENT OFFICERS

President	Anne Dickson
Vice-President	Mary Ann Dixon
Secretary	To be elected from Honor Council

Honor Council Members :

Senior Representatives { Margaret Shackelford
Sarah Tucker

Junior Representatives } To be elected
Underclassmen Representative }

Chairman of the Hall Council	Sarah Dawson
Secretary of the Hall Council	To be elected
President of the Day Students	To be elected

OTHER CAMPUS OFFICERS

Editor of the <i>Belles</i>	Mary Brooks Popkins
Editor of the <i>Bulletin</i>	Betty Pender
Editor of the <i>Stage Coach</i>	Lillian Jenkins
Chief Marshal	Daphne Richardson
Chief Dance Marshal	Cora Lucas



WELCOME

This is the greeting which all the old girls extend to all of you new girls. Don't be surprised when you first arrive if girls whom you have never seen before rush and say, "Hey, there! how are you?" You see, we're going to be your friends and above all we want you to be happy at Saint Mary's.

Now that you're a Saint Mary's girl, there are probably a lot of little things you want to know about school life in general, and that is just what this HANDBOOK is for. There will be so many things to do and to learn upon arriving at school that, if you are thoroughly familiar with this book before you come, you will find the beginning weeks easy to get through.

Upon entering Saint Mary's, you become a member of our student government association, an organization every Saint Mary's girl is very proud of. Each girl should not only *try* to live up to the honor code, but she should really *want* to, so that

we can maintain that reputation preceding generations of Saint Mary's girls have carefully built.

We know that you will feel at home at Saint Mary's. We know that you will find your place in student body life, and that you will make friends here you will never forget. Saint Mary's wants you. Welcome!

ANNE DICKSON, *President,*
Student Government Association.





In the spring of 1937 at the instigation of the faculty the student body of Saint Mary's School voted to reorganize the then limited student government and to extend it to include all phases of student conduct. This adoption of complete student government based on the Honor Code was motivated by the students' belief that self-government guided by rigid honesty is the most intelligent and pleasant method of administering a well ordered society. During the years that this plan has been in operation a sufficient number of difficulties have been solved and smoothed out to convert the original "beliefs" into deep and stalwart convictions, convictions that are synonymous with principles. Years of such student government have made the whole student body jealous of this privilege of governing themselves; consequently, they regard any violation of the Honor Code as an attack on, and as dangerous to, student government, and naturally punish it promptly, justly, and appropriately.

But more important and significant than simply maintaining student government is the attitude

that has developed within the whole student body toward the single idea on which the whole student government is built: HONESTY. Here a girl's word is her bond. When questioned officially, whether in the classroom, on the athletic field, or anywhere else, a girl is *expected* and *required* to be *rigidly truthful*. Obviously, honesty of *word* is but a mockery unless accompanied by honesty of *action*. Defined simply, cheating* is securing information at a time and in a manner that is not permitted. Stealing is taking and keeping, without permission from the owner, anything that belongs to somebody else. Too, a student must have *written permission* in order to leave the campus. Thus, lying, cheating, stealing, and leaving the campus without permission are the four worst violations of the Honor Code.

The contributions of Saint Mary's School to the growth and development of a girl's character cannot be summed up in the mere words of this or that particular code. The Constitution and Regulations of student government, the accumulation of one hundred years of tradition, the atmosphere of the school's stately lawns and buildings, the lasting achievements of past administrators and students, and the high purpose and scholastic standing of the school all mingle into a single enduring force that indelibly leaves its mark on every Saint Mary's girl. Thus is she known.

*See page 44 for full definition.



1942

September 14, Monday:

Faculty assembly; registration and classification of day students.

September 15, Tuesday:

New resident students report.

September 16, Wednesday:

Returning resident students report; registration and classification of resident students; placement tests for new students.

September 17, Thursday:

Opening Service of Advent Term.

November 1, Sunday:

All Saints; Founders' Day.

November 26, Thursday:

Thanksgiving Day.

December 18, Friday:

Christmas holidays begin at 3:45 P.M.

1943

January 3, Sunday:

Resident students report by 9:45 A.M.

February 1, Monday:

Easter term begins.

March 10:

Ash Wednesday—Lent begins.

March 13, Saturday:

Spring holidays begin at 1:00 P.M.

March 21, Sunday:

Spring holidays end, 9:45 P.M.

April 23, Friday:

Good Friday.

April 25, Sunday:

Easter Day.

May 12, Wednesday:

Alumnæ Day.

May 29-31:

Commencement.

STUDENTS ARE EXPECTED TO
REPORT THEMSELVES IN WRITING
WHEN THEY BREAK ANY SCHOOL
REGULATIONS.



STUDENT REGULATIONS

I. SOCIAL REGULATIONS: ON CAMPUS

A. Dormitories

1. Students must be on their own halls at 10:00 P.M.
2. *Underclassmen* must be in their rooms with lights out at 10:30 P.M.
3. *Upperclassmen* must be in their rooms with lights out at 11:00 P.M.
4. Rooms must be reasonably neat at all times.
5. *Absolute quiet must be observed on the halls during the following hours:*
 - a. Monday through Friday
 - 9:00 A.M.—1:00 P.M.
 - 1:45 P.M.—3:45 P.M.
 - 7:30 P.M.—9:30 P.M.
 - 10:00 P.M.—7:00 A.M.

b. Saturday

9:00 A.M.—1:00 P.M.

10:00 P.M.—8:00 A.M.

c. Sunday

2:00 P.M.—3:30 P.M.

(All girls except Seniors must remain on their halls)

10:00 P.M.—7:00 A.M.

6. Students may spend Saturday nights out of their rooms if they sign up with Miss Davis, their hall president, and the hall president on whose hall they are visiting.
7. DO NOT DISTURB: This sign is given to each girl and *must not be crossed*.

B. Chapel and Assembly

1. Chapel services are on Monday, Wednesday, and Friday mornings at 8:35, and Thursday nights after dinner. Every student must attend and take her assigned place. *Doors are closed at 8:40 A.M.*
2. Student Assembly is in the auditorium at 8:25 A.M. on Tuesday and Thursday. Every student must attend and take her assigned place. *Doors are closed at 8:30 A.M.*

C. Meals

1. Students must attend all meals.

Exceptions :

- a. Saturday morning breakfast.
- b. Seniors and Juniors at lunch on Saturdays.

D. Telephones

1. Pay telephones may not be used during quiet hours.
2. The general office telephone in East Rock is available to students from 4:00 to 6:00 P.M. on weekdays for IN-COMING CALLS ONLY.

E. Smoking

Besides the school's belief that smoking is detrimental to adolescent girls, the matter presents difficult problems when both high school and college students are concerned. For these reasons, Saint Mary's does not permit smoking in school.

Away from school, girls may smoke on these conditions :

1. In public places accompanied by approved chaperons with their permission.
2. In private homes with the permission of the hostess.

II. SOCIAL REGULATIONS: OFF CAMPUS

- A.** EACH STUDENT IS RESPONSIBLE FOR SEEING THAT SHE IS SIGNED IN AND OUT CORRECTLY AND THAT SHE HAS THE REQUIRED PERMISSION
- B.** Two or more students go down town together.
- C.** Students may go down town on Saturdays, 1:00-6:00 P.M.
- D. Town**
1. *Seniors:*
 - a. Seniors have four town permissions a week, 2:45-6:00 P.M.
 - b. Seniors sign in the Senior Book for afternoon town leave.
 - c. Four or more seniors may go to the movies and drugstore on Saturday, 1:00-6:00 P.M., for lunch and movies with dates instead of going that night.
 - d. Juniors and Seniors may go to the Little Store on Saturday for lunch between 1:00 and 2:00 P.M.

2. *Juniors:*

- a. Juniors have three town permissions a week, Monday through Saturday, 2:45-6:00 P.M.
- b. Juniors sign the Town Sheet for shopping and movies.

3. *Underclassmen:*

Underclassmen have two town permissions a week; one on Saturday morning, 10:30-12:45 P.M., or Saturday afternoon, 1:45-6:00 P.M., and one other during the week from 2:45-6:00 P.M.

E. Little Store (stores opposite Saint Mary's, store at Boylan Apartments, and the Toddle House).

1. All students may go to the Little Store once any weekday *for half an hour*, 3:15-6:00 P.M.
2. Students who sleep through Saturday breakfast may go to the Little Store for half an hour once during the morning.

F. Invitations

1. Students may go out with friends
On Sunday
12:30-5:00 P.M.
6:00-9:00 P.M.

On Saturday

3:00-9:45 P.M.

On Saturday (high school students only)

10:30 A.M.—7:30 P.M.

2. Invitations for Saturday or Sunday must be received and approved by Mrs. Cruikshank, Miss Davis, or Miss Tucker by 1:00 P.M. Saturday.
3. Students may not leave the home of the hostess when out visiting unless accompanied by her.
4. Invitations must be received directly through the school, not through the student. Hostesses *must call for students* whom they wish to invite out and *return with them* to school.
5. A written permission from parents releasing the school from all responsibility is required for students to ride out of Raleigh in privately operated cars.

G. Week-ends:

1. High-school students may leave after classes on Friday and must return by 6:00 P.M. on Sunday. College students may leave after classes Friday

and return by 6:00 P.M. Sunday, or may leave after classes on Saturday and return by 6:00 P.M. Monday.

Exceptions as to time of departure will be dealt with as they occur.

2. In addition, each senior may take one extended week-end each semester, after her last class on Friday to Monday night 6:00 P.M., or Thursday to Sunday, 6:00 P.M.
3. Students may take two Saturday nights each semester from 1:00 P.M. Saturday until 10:30 A.M. Sunday morning. Seniors may extend one of their Saturday overnight privileges to nine o'clock Sunday night.
4. Students may put their two Saturday night privileges together and count them as a week-end to begin on Saturday after classes and end Sunday night at 9:00 P.M.
5. No one may take a week-end without permission from the President, written permission from home, and a written invitation from her hostess. Application for a week-end permission must be filed in Miss Tucker's office by Thursday morning.

6. Usually no week-ends are granted during the first four weeks of school, during December and January, immediately before or after Spring vacation, or during the last two weeks in May. New students are not allowed week-ends during the first five weeks of school.
 - a. Students may leave school after their mid-term examinations for the rest of the week provided they count this absence as a week-end.
7. Extra week-ends :
 - a. Honor Roll students may take one extra week-end at the end of the quarter.
 - b. Honorable Mention students may take an extra extended Saturday night (Saturday 1:00 P.M.-Sunday 6:00 P.M.) at the end of the quarter.

H. Guests

1. Students may have guests for the week-end, *beginning Saturday*. Apply to Miss Tucker for permission not later than Thursday.
2. Only sisters, prospective students, and recent Alumnae may be entertained overnight.

3. Guests must follow the regular routine life of school.
4. Permission for guests in the dining room may be obtained from Mrs. Cruikshank, Miss Davis, or Miss Tucker.

I. Dates

(Dates should be introduced to faculty hostess.)

1. Girls may have dates on Saturday evenings, 8:00-10:00, and on Sunday afternoons, 3:30-5:00.
2. Two or more seniors and dates may go to the movies' Saturday night, 7:15-10:00. By bus only.
3. Girl-break dances are held generally once a month in the gymnasium, 8:00-11:00.

J. Dances

1. Students may attend a limited number of college dances, these to be included in the overnight permission and weekends.
2. Students attending dances in Raleigh must stay out in town chaperoned by their mothers. If this is not possible, a limited number of girls may stay at

the home of Mrs. Hugh McLeod (Saint Mary's hostess); or in small groups chaperoned by mothers of other Saint Mary's girls attending dances, if agreeable to the mother. Permission to spend nights in private homes in Raleigh is given only when girls are with their own mothers.

3. Girls attending dances at the University of North Carolina must stay at the Carolina Inn unless with their parents; on week-ends with their friends they are expected to be in within an hour after the dance. Girls attending dances at Wake Forest, Davidson, or elsewhere are expected to be in within one hour after the dance.

IMPORTANT

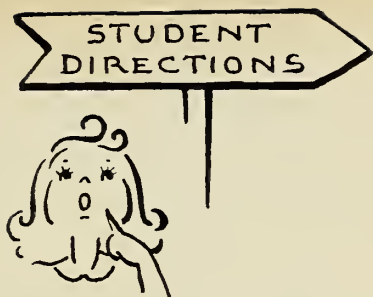
All students must return to Saint Mary's immediately upon arrival in Raleigh regardless of the time, unless accompanied by parents.

III. DAY STUDENT REGULATIONS:

1. Day students must attend 8:25 A.M. assembly on Tuesdays and Thursdays in the auditorium, and attend chapel on Mondays, Wednesdays, and Fridays.

CUTS: High School day students have three chapel cuts per month; college day students have four. Day students may *not* cut assembly.

2. Day students making an average of C (75) or above may leave the campus during their free periods with written permission from home.
3. Day students must present written explanation from home for any absence from class or other school duty.
4. Day students may not smoke on the campus.



A. Dormitories

1. QUIET.
2. Girls dress appropriately for dinner, with stockings.
3. Girls dress formally for dinner before concerts and special occasions.
4. Bandanas are not permitted in dining room or in class.
5. Girls should be fully dressed to appear in the lower halls, or Parlor floor of Smedes.
6. Students *must* wear soft bedroom slippers, not mules.
7. It is suggested that new girls not get such things as bedspreads, curtains, rugs, and other furnishings until they arrive at school.
8. Students must not deface walls or furniture.

B. Off Campus

1. Weekday special permission slips must be filed at Miss Davis' desk immediately after lunch, except on Tuesdays and Thursdays. On these days permission slips are signed in Miss Tucker's office. (Subject to variation.)
2. At any time on Saturday or on Saturday night, students may sign the Town Sheet on the parlor table for Saturday night movies. Chaperon necessary.
3. Students should be suitably dressed when leaving school. Hats, stockings, and gloves are required.
4. Girls must not go into office buildings or hotels unchaperoned, or south of the S. and W. Cafeteria.
5. Students wishing to skate must sign after 2:45 P.M. with the faculty hostess, and use the Hillsboro Street sidewalk or the sidewalk behind the school.
6. Students wishing to go walking must sign after 2:45 P.M. with the faculty hostess and walk on Saint Mary's Street, for not more than one hour.
7. Students wishing to ride horseback must sign up with Miss Tucker before 1 o'clock.

C. Study Hall

1. When making up supervised study hall, students report to the study hall from 4:00 to 6:00 P.M.
2. Students who study in classrooms should leave them in order.

D. Sun Porch Regulations

1. No radios.
2. No standing *on* the rail.
3. Staying limit: one hour.
4. Only twenty girls on the porch at one time.
5. *Reasonable quiet* necessary.
6. Articles brought on roof should be taken away.
7. Rooms passed through should not be disturbed.
8. Girls must sign up on pads provided for that purpose.

E. Fire Drills

The signal for fire drills is the siren and ten rings of the bell.

Girls on Halls:

1. Turn on lights.
2. Close windows.

3. Take towel (bath).
4. Put on coat.
5. Close door and transom of room.
6. Stand at appointed place in hall. (Unless hall teacher rules differently, the appointed place shall be single file at the head of the stairs.)
7. Number off when signal is given by fire captain.
8. Proceed (single file) down appointed stairway to appointed place on the campus.
9. Again number off when signal is given by captain (to see that all are out).
10. Return to hall at signal of one bell.
11. *Absolute quiet during the whole drill.*

F. The Hut

The Recreation Hut, *mainly a faculty retreat*, is available to student groups or clubs for such things as special suppers or picnics under the following conditions:

1. Applications for use of the Hut must be submitted to the Head of the Physical Education Department (well in advance of date desired).
2. All organizations using the Hut must be responsible for cleaning up and leaving the house and grounds in order.

G. Library

1. Library hours :

Weekdays : 8 :30 A.M.-9 :45 P.M.

Sundays : noon-9 :45 P.M.

A trained librarian is on duty :

Monday-Friday : 8 :30 A.M.-4 :30 P.M.

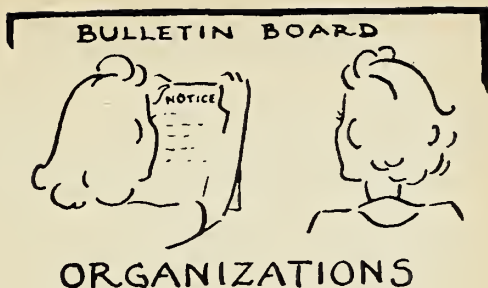
— Saturday : 8 :30 A.M.-1 :00 P.M.

Three evenings a week : 7 :30-9 :45.

2. New students will visit the library during the first week of school. They will be shown the arrangement of the library and the method of charging out and returning books.
3. A course in the use of the library is given to all new students during the first semester.
4. Library regulations will be posted on the bulletin board in the library during the first two weeks of school. Students must familiarize themselves thoroughly with these regulations.
5. The following library offenses are dealt with by the Honor Council :
 - a. Taking a reference book from the library.
 - b. Taking a book from the library without leaving its signed card.
 - c. Mutilation of any library property, such as marking in books, clipping newspapers, or defacing furniture.

H. General

1. When the hostess comes late to the table in the dining room, the girl sitting on her right or left stands and seats her.
2. Upon leaving the dining room, students should leave the building, not linger on the stairway.
3. *Personal notices should be answered either immediately or at the time specified. -*
4. Infirmary slips must be secured from Miss Davis or from Miss Tucker's office if a student has to go to the infirmary during school hours.
5. At the beginning of each session new students will be assigned to members of the faculty who will act as advisers. *Each student must report to her adviser every two weeks during the first quarter; thereafter, she reports immediately upon receiving her grades. Old students report to their last year's advisers.*
6. All students attend choir practice on Sunday morning at 9:30 A.M. and regular monthly Y. P. S. L. meetings.
7. *Students are responsible for reading the bulletin board notices which affect them.*



I: HONORARY

The Order of the Circle

President	Sally McKinley
Secretary	Mary Ann Dixon
Treasurer	To be elected

“As the Circle symbolizes unity, so the purpose of this organization shall be to promote a spirit of co-operation among the students by the cultivation of high ideals of service, fellowship, citizenship, and scholarship and to assist new students in finding their place in school life and activities.”

Literary Societies: Sigma Lambda and E. A. P.

Sigma Lambda

President	Betty Lou Britt
Other Officers	To be elected

E. A. P.

President	Sally Tucker
Other Officers	To be elected

The Literary Societies choose new members on the basis of their writing ability. During the year the societies study poetry, essays, and short stories, and each member must write two papers. The best of these is submitted to judges, who award points to the best ones. At the end of the year the society whose members have written the best papers wins the cup.

In 1942-43, a new literary society will be organized for high school students.

Letter Club

President	Kitty Archer
Other Officers	To be elected

The Letter Club is the Honorary Athletic society. Its members, those girls making two all-star teams in any of the major sports, are given their association insignias.

French Club

Officers	To be elected
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The purpose of the French Club is to furnish enjoyable activity for those students who have reached a certain degree of proficiency in the spoken and written language. The programs include songs, games, skits, puppet shows, and talks on art, music, and travel.

II: VOLUNTARY

Altar Guild

President To be appointed

The Altar Guild, which has charge of preparing for chapel services, is composed of seniors.

Choir

Membership in the choir is open to any student. The choir vests only on Sunday and special festivals.

Glee Club

Glee Club members are chosen from the applicants by the head of the music department. Every spring the glee club presents a program.

Political Science Club

Officers To be elected

The Political Science Club is open to all juniors and seniors. At its meetings a guest speaker or the director, Mr. Guess, addresses the group on present political problems.

Dramatic Club

Officers To be elected

The Dramatic Club, sponsored by Miss Davis, is open to everyone in school. Its members present several plays to the student body, and attend plays given at Chapel Hill by the Carolina Playmakers. They compete each year in the Carolina Dramatic Association State Tournament.

III: AUTOMATIC

Young People's Service League

President	Elizabeth Royall
Vice-President	To be elected
Secretary-Treasurer	Virginia Woodard

Every Saint Mary's boarding student is a member of the Young People's Service League of the Diocese of North Carolina and is expected to do her share towards the support of an orphan at Thompson Orphanage, Charlotte, N. C., and to contribute to the old-clothes box which is sent annually to Little Switzerland, N. C., to be used for rummage sales.

Athletic Association: (Sigma and Mu)*Sigma*

President	Margie Linton
Vice-President	Ellen Oast

Mu

President	Elizabeth Hackney
Vice-President	Frances McDavid

These are two athletic clubs, Sigma and Mu, to one of which every girl in school belongs. These four people and the two physical education teachers make up the Athletic Board, which plans the year's program of extracurricular athletic activities and keeps records relating to the athletic point system.

The athletic activities at Saint Mary's are divided into major and minor sports. As these sports are carried through the year, teams are chosen and tournaments are played. Individual girls are given points for making teams or placing in tournaments. Also points are given to the athletic association whose members win a tournament.

At the end of the year the Athletic Board makes awards as follows :

1. The athletic club receiving the highest number of points gets the plaque that is presented each year to the winning club.
2. The three individual girls making the most points during the year receive the highest athletic award.
3. The most outstanding girl in each major sport receives an award.
4. Girls making one all-star team are presented with a star. Girls making two all-star teams are asked into the Letter Club, the honorary athletic society, and are presented with the club insignia.
5. If a girl has not received an award but has accumulated three hundred points, she is given a special award for points. It is quite possible for the girl who is interested but not outstanding to make 300 points in two years.

Deutscher Verein

Officers To be elected

The Deutscher Verein is made up of German language students. At its meetings the club is addressed by professors of German, and sometimes the group journeys to another college to meet other German language students.

The Granddaughters' Club

Officers To be elected

The Granddaughters' Club is composed of the girls whose mothers or grandmothers are alumnae of Saint Mary's.

The Doctors' Daughters' Club

President	Betty Lou Britt
Vice-President	Kitty Archer
Secretary	Helen Riley
Treasurer	Margaret Shackelford

Those girls whose fathers are doctors make up the Doctors' Daughters' Club, under the leadership of Mrs. Naylor. Their aim is to help those people who are less fortunate than themselves.

STUDENT PUBLICATIONS

Editor of the <i>Belles</i>	Mary Brooks Popkins
Editor of the <i>Bulletin</i>	Betty Pender
Editor of the <i>Stage Coach</i>	Lillian Jenkins
Business Manager, <i>Stage Coach</i>	To be elected
Editor of the HANDBOOK	Lillian Jenkins

There are four student publications at Saint Mary's: the *Stage Coach*, the *Bulletin*, the *Belles*, and the *Handbook*. The *Stage Coach* is the annual, given out each year on Class Day. The *Bulletin* is the literary magazine, published in October, March, and June. The *Belles* is the semi-monthly newspaper. The *Handbook* is the manual of the Student Government Association.

The publications staff, under the direction of the three editors, serves all four publications and therefore does a good deal of varied kinds of writing. Consisting of about twenty-five members, it is chosen from the school at large by the editors and the adviser on the basis of writing ability in competitive trials at the beginning of each year. All girls are urged to try out for the staff.

A girl who is a member of the publications staff for two years, and whose journalism work is specially commended by the three editors and faculty adviser, will receive 4 semester hours credit toward graduation.

At the end of each year the three editors, business manager, and outstanding members of the staff are awarded keys for their year's work.

MARSHALS

Chief Marshal	Daphne Richardson
Assistants	{ Jane Council Ellen Oast Mary Ann Cooper Ticky LaRoque

New marshals are elected by the student body from the rising senior class, and assume their duties on the third Sunday before commencement. The marshals take the offering in chapel, lead chapel lines, act as ushers at entertainments in the auditorium, and in general maintain order at all student body gatherings.

DANCE MARSHALS

Chief Dance Marshal	Cora Lucas
Senior Dance Marshals	{ L. June Bourne Liz Vardeman Mary Burns
Junior Dance Marshals	Five to be elected
Underclassmen Dance Marshals	Three to be elected

The dance marshals supervise all dances at Saint Mary's School. The chief dance marshal and her executive committee of dance marshals, together with the adviser, work out the plans for every dance and are responsible for seeing that everything runs off smoothly.

CUSTOMS AND TRADITIONS

At Saint Mary's, as at all other schools, it is upon the customs and traditions that the co-ordination of the student body, and more especially the cultivation of school spirit, depend. These customs are legacies of the present classes and inheritances of the classes to come.

Seniors

1. Every senior has a "little sister," chosen from the underclassmen, whom she helps and advises.
2. Seniors give a formal dance in December.
3. The night preceding christmas holidays the seniors give a christmas pageant in the chapel. Early the next morning they sing christmas carols to the students and faculty on the campus.
4. In May the seniors give a farewell party for the student body.

Juniors

1. Juniors entertain the faculty and the student body at a "spook" party, the annual Hallowe'en party.
2. In the spring the juniors give the Junior-Senior dance in honor of the seniors.
3. Juniors make the daisy chain that the seniors carry on class day.

General

1. As a part of the orientation, the school gives the Old Girl-New Girl party on the first Saturday night after school has opened.

2. Students welcome visitors by singing to them in the dining room.

3. Dance Marshals have girl-break dances once a month, generally, in the gymnasium.

4. The student body remains at school Easter in order to participate in the early morning service.

5. Step singing at the end of school is the formal farewell of the seniors to the school and of the other classes to the seniors.

6. White dresses, though not formal ones, are necessary for Easter and Commencement.

7. After graduation exercises, school is formally dismissed by the chief marshal when she drops a handkerchief.

CONFIDENTIALLY

About clothes:

You'll need cottons for spring and fall, wools for dinner and dates, silks for concerts and dinner.

You'll need skirts and skirts; some have as many as seven or eight, but two or three good ones with several matching sweaters will do.

You'll need one or two evening dresses for campus concerts and formal dances.

You'll need a short white dress for Easter and Commencement.

About necessities:

You must bring a flashlight.

Also you'll need:

A laundry bag

Scissors

Sock stretcher

6 towels

Wash cloth

Sewing bag	6 sheets
Clothes brush	3 pillowcases
Clock	Blankets
Shoe bag	1 pillow
Skirt hangers	Hot water bottle
Sweater stretcher	Spreads
Study lamp	Comfort
Name tapes	6 linen napkins
Soap dish	Umbrella
Hatbox	

About that allowance:

Some girls live on less than ten dollars a month; simple to do if you're wise.

You'll need it most of all for stamps, donations, contributions, room furnishings, and the Little Store.

About getting ahead:

STUDY, STUDY, AND STUDY SOME MORE.

Learn school songs.

Have some extracurricular activities, such as publications, glee club, etc.

Read the bulletin board.

Know everyone.

Read your Handbook and know the rules.

DON'T WASTE TIME TALKING ABOUT WORK—DO IT!

About studying:

Work hard. Afternoon studying is necessary if you want to go to classes prepared.

BEGIN YOUR OUTSIDE READING THE DAY IT IS ASSIGNED AND KEEP IT UP.

Take good, brief notes in class. Don't rely on memory or on using your neighbor's notes; her hieroglyphics won't mean a thing to you.

Get assignments in on time.

Work when you work and play when you play. Talk to teachers outside class if you're worried.

About campus aids:

You can buy or charge anything from pencils to laundry bags at the Book Store.

Mail time is 8:00 A.M., 1:30 P.M., and 6:00 P.M.

Bank that extra dollar at the Business Manager's window.

Mrs. Derrick across the street fixes hems and rips. Ask some senior the way.

See Mrs. Simpson for room articles—such as light bulbs and for party equipment such as cups and saucers.

About talking:

Of course, since we're females, we're expected to talk a good deal of the time, but that doesn't give us an excuse to talk *all* the time. Our tendency to exchange confidences should end when we're gathering for prayer, as we are six times a week in the Chapel. Smothered giggles and whispered words are not conducive to the spiritual atmosphere which should exist in our chapel. And while we're on the subject, that also goes for assembly and concerts.

About roommates:

Before you come to school, you will have done a lot of thinking about your future roommate. You will have wondered if she'll be pretty, popular, studious, easy to know, or a "drip." You will have formed your own idea of the perfect roommate. But when she walks in, don't size her up in one glance. Be slow to form opinions. She's bewildered (just as you are) and probably rather homesick. So have a good time planning the room together, going downtown together, playing tennis together, and see if you don't discover one of the finest friends you've ever had.

FACULTY RULINGS

GRADING

The following system of grading is used at Saint Mary's :

All grades are given in letters.

A: 90—100.

B: 80—90.

C: 70—80.

D: 65—70.

E: Conditional; passing grade possible only by re-examination.

F: Failure; course must be repeated for credit.

Students entering more than four weeks late may not receive credit for the semester.

Students who miss more than six weeks of classes will not receive credit for the semester's work.

REPORTS

Reports are sent to parents or guardian twice each semester. Upperclassmen likewise receive their grades twice each semester.

CHANGES IN COURSES

No new course may be registered for after the first two weeks of a semester unless by faculty recommendation.

Allowed Class Absences

More than 10 absences during a semester bars a student from the final examination in a 4-hour course; more than 8 in a 3-hour course; more than 5 in a 2-hour course; more than 3 in a 1-hour course.

More than 4 *unexcused* absences for a 4-hour course; more than 3 *unexcused* absences for a 3-hour course; more than 2 *unexcused* absences for a 2-hour course; more than 1 *unexcused* absence for a 1-hour course, each semester, bars a student from final examination. (In some cases permissions to take the examinations may be secured from the Executive Committee.)

Unexcused absences are those not excused by the President or the physician.

Absences before or after holidays are doubled.

Two lates equal one absence.

PLAGIARISM

The two following paragraphs clearly define plagiarism and the school's general attitude toward it. In practice the school will treat plagiarism as a violation of the Honor Code and will have the Honor Council deal with such violations.

The copying of an assignment or part of an assignment from a book or magazine or from the manuscript of another student completely defeats the purpose of the assignment, and is forbidden. If you profit by the advice or help of another person (except your instructor) in preparing a theme or a written exercise which is to be submitted as your own work, you should write a full statement of the nature and extent of the help received. "Working together" in mastering the contents of the textbook and in preparing for general class recitation and discussion is often a very helpful method of study and is regarded as entirely legitimate. In case of doubt, ask your instructor.

Extreme care should be exercised to see not only that your work measures up to a standard of honesty in harmony with the Honor System, but also that legitimate borrowing of facts and language is properly acknowledged. Whenever phrasing is borrowed, *even if only two or three words, the indebtedness should be recognized by the use of quo-*

tation marks, and frequently by mention of the author's name. The language of another is not made your own by omission, rearrangement, and new combinations. If you rely on another for the wording, the language is not your own; and you are guilty, if you present this language as your own, of plagiarism, a serious offense. When facts which are not matters of general knowledge are borrowed, the indebtedness must be indicated, in text or in footnote, by mention of the exact place from which the information was taken.



POINT SYSTEM

(As Set Up by the Honor Council)

No student may hold offices amounting to more than 10 points during the year.

10 Points

President of Student Government Association.

8 Points

Chairman of Hall Council.

Vice-President, Student Government Association.

Secretary of Student Government Association.

Editor of *Belles*.

Editor of *Bulletin*.

Editor of *Stage Coach*.

6 Points

Business Manager, *Stage Coach*.

President of the day students.

Presidents of classes.

Chief Marshal.

Honor Council members.

Secretary of the Hall Council.

President of Y. P. S. L.

President of Altar Guild.

Chief Dance Marshal.

Chairman, Assembly Programs.

4 Points

Presidents of athletic associations.

Hall Presidents.

Members of legislative body.

Marshals.

Presidents of literary societies.

Dance Marshals.

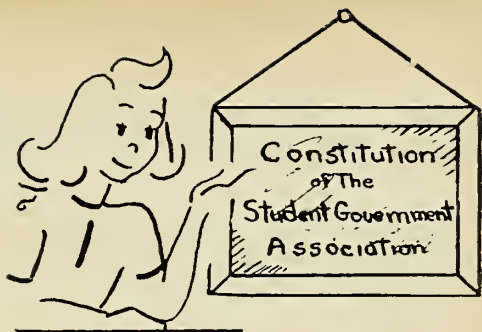
Editor of the HANDBOOK.

2 Points

Vice-Presidents of halls.

Presidents of various clubs.





Inasmuch as we, the Students of Saint Mary's School and Junior College, wish to assume the responsibilities of honor and self-reliance, and wish to promote successful group living, we hereby organize ourselves, with the co-operation of the faculty, into an association.

Article I: Name

This organization is the Student Government Association of Saint Mary's School and Junior College.

Article II: Purpose

The purposes are to inculcate in the students the principles of self-control, responsibility, and honor; to foster loyalty to the school; to maintain a spirit of co-operation between the students and faculty; to regulate student conduct; and to further in every way possible the best interests of Saint Mary's.

Article III: Membership

Section 1. Every student in Saint Mary's School is a member of the Student Government Association.

Section 2. Every member is responsible for knowing the Constitution of the Student Government Association and all regulations governing student conduct.

All students after entering Saint Mary's will be formally inducted into the Association by saying *en masse*:

I have read the Student Handbook of Saint Mary's School. I accept the responsibility for knowing the contents of this Handbook and pledge my support in maintaining Student Government in fact and in spirit.

Article IV: Advisers

Section 1. A faculty adviser to the Student Government Association, and a faculty adviser to the Hall Council are appointed each year by the president of the school. The president of the Student Government Association and the chairman of the Hall Council may suggest to the president of the school the faculty members they desire as advisers.

Section 2. Duties of the faculty adviser to the Student Government Association:

- a) To consult with the president of the Student Government Association on all matters pertaining to the administration of student government affairs.
- b) To help train the Honor Council in methods of procedure, evidence, analysis of information, and in the correct manner of writing reports to be submitted to the president of the school.
- c) To be adviser to the Honor Council in all hearings and deliberations.
- d) To act for the faculty adviser to the Hall Council in the absence of that adviser, upon request of the Hall Council.

Section 3. Duties of the adviser of the Hall Council:

- a) To consult with the chairman of the Hall Council on all matters pertaining to dormitory and campus regulations.
- b) To help train the Hall Council in methods of procedure, evidence, and analysis of information.
- c) To be adviser to the Hall Council.
- d) To act for the faculty adviser to student government on request.

Article V: Officers*Section 1.*

- a) The principal student government officers, serving for one year, are: a President, a Vice-President, and a Secretary of the Student Government Association, a Chairman of the Hall Council, a Secretary of the Hall Council, a President of the Day Students. (See Article X, Section 3, b.)
- b) There are also the following officials: members of the Honor Council, class presidents, Chairman of assembly programs, Vice-Chairman of the Hall Council, presidents and vice-presidents of the Hall, Chairmen of the legislative body, student members of the legislative body, Chief Marshal, four other marshals, Chief Dance Marshal, and eleven other dance marshals.

Section 2.

- a) Duties of the President:
 - 1) To call and preside over all meetings of the Student Government Association and of the Honor Council.
 - 2) To appoint a senior to act as chairman of each class and of the day students until the presidents are elected.
 - 3) To appoint the student members of the Constitution Committee.

- 4) To submit to the President of the school names of faculty members to serve in official capacities in the Student Government Association.
- 5) To serve on the hall council, *ex officio*.
- 6) To serve on the legislative body, *ex officio*.
- 7) To assume direction of matters not specifically assigned to other student government officers.

b) Duties of the Vice-President :

- 1) To perform the duties of the president in her absence or at her request.
- 2) To act as chairman of the Constitution committee.
- 3) To serve on the Honor Council, *ex officio*, except when she acts for an absent member, and votes.
- 4) To act as chairman of the New Girl Training Committee.
- 5) To collect at the end of each school year all records of the Secretaries of the Student Government Association, Hall Council, Legislative Body, and to turn them over to the Secretary to the President of the school, for safekeeping until the fall.
- 6) To serve as a member of the legislative body.

- c) Duties of the Secretary:
- 1) To record the proceedings of all meetings of the Student Government Association.
 - 2) To act as Secretary to the President of the Association.
 - 3) To act as Secretary of the Honor Council.
 - 4) To post on the Association bulletin board after the formation of each committee of the General Association the names of the members and the faculty adviser to that committee. All such lists shall remain posted throughout the rest of the school year.
- d) Duties of the Chairman of the Hall Council:
- 1) To call and preside over all meetings of the Hall Council.
 - 2) To be responsible for the general functioning of the Hall Council.
- e) Duties of the Secretary of the Hall Council:
- 1) To keep full typed minutes of each council meeting.
 - 2) To notify students of penalties imposed upon them, and to post on the Hall Council bulletin board, names, offenses, and penalties as soon as the latter have been decided upon.
 - 3) To keep a file of every report and the manner of its disposition.

- 4) To perform general secretarial duties.
- f) Duties of the President of the Day Students :
- 1) To keep the day students informed of student government activities.
 - 2) To call and preside over meetings of the day students.
 - 3) To serve on the legislative body.
- g) Duties of Honor Council members :
- 1) To attend all meetings of the Honor Council.
 - 2) To encourage an active co-operation with the Student Government Association.
- h) Duties of Hall Presidents.
- 1) To call and preside over meetings of their halls.
 - 2) To serve on the hall council.
 - 3) To enforce hall council regulations on their halls.
 - 4) To grant and be responsible for such dormitory permissions as they deem advisable.
 - 5) To keep their hall teachers informed of all changes and innovations instituted by the Hall Council, and all other important matters.

i) Duties of Hall Vice-Presidents :

- 1) To assist their hall presidents at all times.
- 2) To attend Hall Council meetings in the absences or at the request of their hall presidents.

j) Duties of the Chief Marshal :

- 1) To list the duties of the marshals and to see that these duties are carried out.
- 2) To drop a handkerchief to mark the final dismissal of students at the close of the school year.

k) Duties of all marshals :

- 1) To act as ushers for the chapel services and for other formal occasions.
- 2) To maintain order in all student body gatherings.

l) Duties of the Chief Dance Marshal :

- 1) To be responsible for the general performance of the dance marshals.
- 2) To consult with those giving the dances and with the dance marshals to see that all plans are carried out.
- 3) To see that the members of the receiving line are invited in writing at least a week before the dance.

m) Duty of the Dance Marshals :

To see that all plans of the Executive Committee of dance marshals are carried out.

Article VI: Honor Council

Section 1. The Honor Council of the Student Government Association is composed of: The President of the Association, the Vice-President of the Association, two other seniors, two juniors, one underclassman, one business student, and one day student (who shall attend on call, or when a day student is involved in a report). Of these the presiding officer has no vote except in case of a tie, and the vice-president has no vote except in the absence of a voting member.

The faculty adviser to the Association is faculty adviser to the Honor Council, and appears before the council upon request.

At the beginning of each school year the returning members of the honor council of the preceding year, together with the president and vice-president of the Association and members elected by the senior class, act as a temporary Honor Council to serve until the new honor council has been elected. As soon as the new honor council is fully constituted, it is formally sworn in.

Section 2. The Honor Council has general supervision of the workings of the Student Government Association, acts as a supreme court and advisory

body to the Hall Council, and takes whatever action may seem advisable in order to maintain a high level of student conduct.

Section 3. The Honor Council determines the guilt or innocence of any student accused of an infraction of the honor code; adjudicates any case referred to it by the hall council; and passes on any student's appeal from a hall council decision.

Section 4. The Officers of this Body:

- a) A Chairman whose office the president of the Association automatically fills. The president calls and presides over all meetings of the Honor Council, signs all reports of the council, and gives to the student body the outline and disposition of every case acted on by the council.
- b) A Secretary who is elected in the fall by the Honor Council from its own membership. The Secretary keeps full minutes of each council meeting, writes and types all reports of the council, notifies members of the meetings, performs general secretarial duties at all meetings of the student body, and communicates in writing to the students concerned (and when necessary, to faculty members concerned), the penalties decided upon and imposed by the Honor Council. In May

the Secretary of the Honor Council must make and send to the president of the school a statistical report of all cases handled during the year. A copy of this report goes to the Co-Chairman of the Legislative Body in the fall to be read at the first meeting.

Section 5. Except in meeting with the Executive Committee of the Faculty, Honor Council members may not discuss matters that come before them with any persons other than the following: fellow honor council members, the faculty adviser to the honor council, the president of the school, student petitioners, a faculty member under whose jurisdiction the infraction is alleged to have occurred. *The slightest infraction of this rule will be dealt with severely.*

Section 6. The Honor Council may summon before it and require testimony from any member of the Association or any member of the faculty, and may penalize any student who refuses to testify.

Section 7. For every case brought before it, the honor council sends to the president of the school a typed report containing the original report, a digest of the council's findings, and its recommendations for the disposition of the case.

Section 8. In all cases tried or reviewed before the honor council the accused student is personally heard in her own defense before penalty is

recommended, unless, with the approval of the council, she chooses to send a written statement or a representative.

Section 9. The disposition of each case brought before the honor council is, with names deleted, read before the student body as early as possible. Details concerning any case may be obtained by a written petition submitted to the honor council. Such petitions must be signed by three or more students, who will then appear before the honor council to receive explanations.

Section 10. The Honor Council, after consulting with the president of the school, passes on all organizations petitioning for a place on campus. The organization must submit to the honor council its constitution or a statement of its purpose.

Article VII: Hall Council

Section 1. The Hall Council of the Student Government Association is composed of: chairman of the hall council, vice-chairman, secretary, president of the student body (*ex officio*), hall presidents, and two day students (who serve on cases regarding day students only).

Except when substituting for hall presidents, hall vice-presidents attend hall council meetings only upon request.

The hall council faculty adviser attends meetings only upon request of the chairman.

Section 2. Duties of the Hall Council :

- a) To devise and codify all regulations in the hands of the students and not specifically under the jurisdiction of the Honor Council, and to administer penalties for violations of them.
- b) To give a student wishing to appear before the Hall Council in her own defense the privilege of a hearing.
- c) To modify or expand Hall regulations for any one hall if sufficient provocation arises.

Section 3. Officers of this Body :

- a) A Chairman who is elected from the incoming senior class by the student body. The chairman calls and presides over all meetings of the hall council and supervises the functioning of the hall council.
- b) A Vice-Chairman elected from the hall council serves as chairman upon request and assists the secretary.
- c) A Secretary who is elected in the spring from the student body. The secretary keeps full, typed minutes of each council meeting; notifies the students of penalties imposed upon them, and posts on the hall council bulletin board, names, offenses, and penalties as soon as the latter have been decided upon; keeps a file of every report and the manner

of its disposition; performs general secretarial duties.

- d) An assistant secretary who is elected from the hall council assists the secretary. In May the secretary of the hall council prepares for the president of the school a statistical report of all cases handled during the year. A copy of this report goes to the chairman of the legislative body in the fall to be read at the first meeting.

Section 4. The Hall Council meets weekly at a scheduled hour.

Section 5. Any student who tries to deceive the hall council shall be sent before the honor council for violation of the honor code. The hall council may refer any case to the honor council for final adjudication. Any student may appeal a decision of hall council to the honor council.

Article VIII: Legislative Body

Section 1. The Legislative Body of the Student Government Association is composed of faculty and student members. The faculty members are: Dean of Students, Secretary to the President, Adviser to the Student Government Association, the Adviser to the Hall Council, and one member appointed yearly by the president of the school for a term of two years. Student members are: Presi-

dent of the Student Government Association, Vice-President of the Student Government Association, Chairman of the Hall Council, President of the Day Students, two representatives from the junior class, one representative from each of the other academic classes,* a representative from the business class, editor of the *Handbook*, class presidents. The editor of the *Handbook* and the President of the Student Government Association may not vote. The Dean or the Secretary to the President votes.

Section 2. Duties of this Body :

- a) To pass or reject student petitions regarding social and dormitory regulations.
- b) To initiate such petitions and suggest amendments to the constitution as seem desirable.
- c) To examine in detail, to pass or reject as seems advisable, all work done by the Constitution Committee.

Section 3. Officers of this body and their duties :

- a) Two chairmen, one elected from the faculty, the other from the student members. The faculty chairman calls and presides over all meetings during the *first* semester, explains to the student body the nature of petitions and the procedure for petitioning, and with

*An academic group, to merit representation as a class, must have its own class organization.

the student chairman discusses all passed petitions with the president of the school. The student chairman calls and presides over all meetings during the *second* semester, with the faculty chairman discusses all passed petitions with the president of the school, and reports on the approved petitions to the legislative body and to the student body.

- b) A Secretary, elected from the class representatives, who notifies members of the meetings, keeps minutes, keeps permanent records of all petitions, and performs general secretarial duties.

In May the secretary of the legislative body prepares for the president of the school a statistical report of petitions considered during the year. A copy of this report goes to the chairman of the legislative body in the fall to be read at the first meeting along with reports from the hall council and honor council.

Section 4. The first regular meeting is held before the first of November, when officers of this body are elected, and any desired committees appointed. A regular meeting is held the first or second week after the second semester to consider petitions. The last regular meeting is held not later than the first week in May. Special meetings may be called at the discretion of the chairman.

Section 5. A committee appointed by the faculty chairman of the body edits and classifies all petitions. One of the junior class representatives is chairman of this committee.

Section 6. Procedure for petitioning:

Petitions signed by three or more students may be submitted to a class representative, by whom they will first be edited and then be submitted to the Committee on Petitions. These petitions in their final form are posted on the Association bulletin board for at least three days before the mid-year meeting of the legislative body.

Section 7. A measure or petition is passed by a majority of votes.

Section 8.

- a) The petitions passed by the legislative body and approved by the president of the school are announced by the chairman of the body at a general Association meeting, are posted on the Association bulletin board, and are printed in the HANDBOOK for the following year. At the meeting the chairman explains the rejection of any petitions which failed to be passed and approved.
- b) Petitions ordinarily become effective upon their passage and approval. However, a petitioned regulation may become effective at any date decided upon by a two-thirds ma-

majority of the voting members of the body and approved by the President of the school.

Article IX: Committees

Section 1.

THE NEW GIRL TRAINING COMMITTEE, composed of the Vice-President of the Association as chairman and her appointees, supervises new girl orientation and holds training classes for all new girls.

Section 2.

THE NOMINATING COMMITTEE, composed of one senior appointed by the president of the senior class, two juniors appointed by the president of the junior class, and one day student appointed by the president of the day students, nominates candidates for offices of the Student Government Association as provided for in Article X. The president of the Association acts as *ex officio* member. Heads of organizations choosing nominees should be on the nominating committee.

Section 3.

THE CONSTITUTION COMMITTEE, composed of the Vice-President of the Association as chairman, two students appointed by the president of the Association, and two faculty members appointed by the president of the school, studies

throughout the year the constitution and prepares recommendations for revisions. It must be complete and submit its entire report to the legislative body before the latter's last regular meeting.

Section 4.

THE HANDBOOK COMMITTEE, composed of the Editor of the HANDBOOK and the faculty adviser, edits the STUDENT HANDBOOK.

Section 5.

THE EXECUTIVE COMMITTEE OF DANCE MARSHALS, composed of the Chief Dance Marshal as chairman and the dance marshals receiving the highest number of votes in their respective classes, directs and has charge of all dances held at Saint Mary's and submits to the president of the school suggestions for a faculty adviser.

Article X: Elections

Section 1.

- a) For any election which involves the whole student body but which is not specifically provided for in the Student Government Association Constitution, the president of the Association appoints a special nominating committee.
- b) *All student body nominations and those for class officers must be approved by the President of the school.*

- c) Nominations for all student government officials (except secretary of the honor council) must be posted on the Association bulletin board for at least forty-eight hours before the election.

(*N.B.*—When there is but one nominee for an office, she is declared unanimously elected:)

- d) All elections must be based on recommendations of the nominating committees (in class elections, appointed by the president and the president of the association).
- e) The slate of student body nominations is announced in assembly, posted before elections begin and is subject to revision before each election.
- f) No student is eligible for a campus office or class presidency unless she has a C average (70-80), and is an unconditioned member of her class.

Section 2. Procedure for all elections of general Association officers and all other elections involving the whole student body:

- a) Elections are decided by a simple majority unless there are more than two nominees, in which case there must be selective voting. The president of the Association does not vote except in case of a tie.

- b) The Australian ballot-box system of voting is used in all elections of general Association officers, and may be used for others at the discretion of the president of the Association.

Balloting is held at a time and place specified by the president of the Association, and each student votes in secret and casts her ballot alone. All ballots must be written and signed; there is no absentee voting. Ballots are counted by the president of the Association and officers or by others appointed by her. The results are announced and then posted on the Association bulletin board. The polls' captains are appointed by the president of the Association.

- c) In case of a vacancy in a major office, a special election is called by the president of the Association.
- d) All class officers and representatives to the legislative body are nominated and elected by their respective classes. Selective voting is employed.
- e) Members of the honor council are nominated and elected by the groups they represent.
- f) Chief Dance Marshal is elected by the student body from the incoming senior class. Seniors elect three, juniors, five, and underclassmen three dance marshals; the one in

each class receiving the highest number of votes becomes a member of the executive committee of the dance marshals.

- g) A Hall President and Vice-President of each hall are elected at the end of the first school month in the following manner: girls of the hall hand to the teacher suggestions for nominees. The names of two girls nominated by the hall teacher are posted on the hall for twenty-four hours, and then voted on. The nominee receiving the highest number of votes becomes the hall president; the one with the next highest vote, the hall vice-president.

Each hall teacher appoints a temporary hall president to serve for the first month of school.

- h) Day students nominate and elect honor council and hall council representatives at the end of the first month of school by selective voting.

Section 3.

- a) The following student officers are elected *in the spring* to serve for the following school year:
- 1) President of the Student Government Association.
 - 2) Chairman of the Hall Council.

- 3) Vice-President of the Student Government Association.
 - 4) Editors of the *Stage Coach*, the *Bulletin*, and the *Belles*.
 - 5) President of the senior class.
 - 6) Senior Honor Council members.
 - 7) Marshals.
 - 8) Chief and senior Dance Marshals.
 - 9) Secretary of the Hall Council.
 - 10) Chairman of Assembly Programs.
- b) Only members of the incoming senior class are eligible for election to these offices. However, second-year business students and students who have passed junior work are eligible for the offices of marshals and secretary of the hall council.
- c) Election of these officers must follow the order indicated above and no other elections are permitted until these are completed.

Section 4.

- a) The following student officers are elected in the fall to serve for the school year:
- 1) President of the day students (elected from the senior class).
 - 2) Presidents of the academic classes other than the senior class, and of the business class.

- 3) Members of the honor council except senior members.
 - 4) Hall presidents and vice-presidents a month after the opening of school.
 - 5) Five dance marshals from the junior class and three from the underclassmen.
 - 6) Class representatives to the legislative body.
 - 7) Editor of the HANDBOOK.
- b) These elections must be completed within six weeks after the opening of the school.

Section 5.

- a) The president and vice-president of the Association, the chairman and secretary of the hall council, the marshals, and the chief dance marshals are nominated by the Association Nominating Committee and elected by the student body.

The Association Nominating Committee nominates ten girls from the incoming senior class as marshal candidates and the five elected go into office on the third Sunday before commencement. The nominee receiving the highest number of votes is chief marshal.

- b) Editors of the *Stage Coach*, the *Bulletin*, and the *Belles* are nominated by a committee composed of the outgoing editors and the

publications' adviser, and elected by the student body.

- c) The president of the day students is nominated and elected by the day students.

Article XI: Removal from Office

Any girl holding a major* office may be removed from office for abuse, gross negligence of her official duties, or for any conduct unbecoming to her office. A written statement signed by at least three girls and stating the nature of the offense must be handed to the president of the Association. The case is tried before a joint session of the hall council and the honor council. The defendant is present during the hearing of the case. The hall council, by itself, discusses the case and hands its recommendation to the honor council. The honor council makes the final decision, taking this recommendation into consideration.

Hall presidents may be removed from office by a three-fourths vote of the hall council.

*A "major" office is one that has at least six points, or that is filled by a student body election.

Article XII: Meetings

Section 1.

- a) A formal meeting of the Association is held during the first week of the school year.

- b) A meeting may be called at any time by the president, or a special meeting at the written request of five members; the object of such a meeting must be stated in the request.
- c) Two-thirds of the members of the Association constitute a quorum.
- d) Unless otherwise provided, a majority vote of a quorum is binding.

Section 2.

- a) Seven regular meetings of training groups of new girls are held during the first month of the school year. The time of these meetings shall be decided upon by the vice-president of the Association.
- b) Attendance of the new girls at these meetings is compulsory.

Section 3. All business of the Association is conducted according to parliamentary procedure.*

Article XIII: Interpretation

All questions of interpretation of this constitution must be referred to the president of the school, whose decision is final.

*Roberts' *Rules of Order, Revised.*

OFFICERS, FACULTY, AND STAFF

1941-1942

Officers

- Mrs. Ernest Cruikshank, *President*
Raleigh, N. C.
- Mr. A. W. Tucker, *Business Manager*
Raleigh, N. C.
- The Reverend Henry F. Kloman, *Chaplain*
Raleigh, N. C.

Faculty

- Elizabeth Bason Burlington, N. C.
- Herbert Bird Raleigh, N. C.
- Mr. and Mrs. Russell Broughton
Burlington, Iowa
- Mrs. Harlan C. Brown, Librarian Raleigh, N. C.
- Mrs. Marianne Casper Raleigh, N. C.
- Geraldine Cate Columbia, S. C.
- Florence C. Davis Raleigh, N. C.
- Sally Digges Charlottesville, Va.
- Mary Helen Dodd Lexington, Mass.
- Mr. and Mrs. W. C. Guess Raleigh, N. C.
- Rebecca Harvey Appomattox, Va.
- Mary Ruth Haig Bloomfield, Ind.
- Elizabeth Hochenedel Houma, La.
- Mrs. Wilson Hollowell Dunn, N. C.

Rachel Johnson	Chapel Hill, N. C.
Martha Dabney Jones	Norfolk, Va.
Marjorie Lalor	Sargeantville, Me.
Nell Battle Lewis	Raleigh, N. C.
Ruth Lineberry	Raleigh, N. C.
C. A. P. Moore	Charleston, S. C.
Mabel Morrison	Halifax, Canada
Louise Partrick, Asst. Librarian	Raleigh, N. C.
Mrs. Theodore Partrick	Raleigh, N. C.
Ruth H. Scott	Kingston, N. Y.

Staff

Bessie B. Brown	Baltimore, Md.
Dr. H. B. Haywood	Raleigh, N. C.
Julia Jordan	Raleigh, N. C.
Louise Jordan	Fayetteville, N. C.
Mrs. Nannie H. Marriott	Raleigh, N. C.
Mrs. Hugh McLeod	Raleigh, N. C.
Mrs. L. B. Naylor	Raleigh, N. C.
Mary Lewis Sasser	Raleigh, N. C.
Mrs. Walter Simpson	Raleigh, N. C.
Elizabeth Tucker	Hertford, N. C.
Frances Vann	Franklinton, N. C.
Sarah Vann	Franklinton, N. C.

STUDENT BODY

SESSION 1941-1942

*Day Students

Abernethy, Laura Ann	Lincolnton, N. C.
Adams, Elsie Palmer	Charlotte, N. C.
Adkins, Elizabeth Hyman	Richmond, Va.
Alfriend, Julia Bethell	Tallahassee, Fla.
Allen, Mary Christena	Wrightsville Beach, N. C.
*Allen, Ruby Frederick	Raleigh, N. C.
Archer, Mary Catherine	Charlottesville, Va.
Avent, Gloria McMullan	Elizabeth City, N. C.
Bair, Esther Suydam	Greensburg, Penn.
Barnard, Ellis	Chevy Chase, Md.
Barnes, Patricia	Dillon, S. C.
Barton, Virginia	Suffolk, Va.
Bassett, Mary Elizabeth	Bassett, Va.
Battle, Martha Ann	Rocky Mount, N. C.
Beale, Peggy Lilner	Franklin, Va.
Bell, Alice Peoples	Pittsboro, N. C.
Bell, Hannah Townsend	Red Springs, N. C.
Bell, Jane Durham	Red Springs, N. C.
*Bell, Jane Kestler	Raleigh, N. C.
Bellamy, Lillian Maxwell	Wilmington, N. C.
Bencini, Betty Ellen	Eustis, Fla.
Bernhardt, Pauline	Lexington, N. C.
Bethune, Margaret Stewart	Clinton, N. C.
Biggs, Nancy	Williamston, N. C.
Blount, Betsy	Washington, N. C.
Boaze, Meredith	Lexington, N. C.
*Bobbitt, Betty Anne	Raleigh, N. C.

*Bobbitt, Helen Crews	Raleigh, N. C.
Bond, Ruth Waters	Tarboro, N. C.
Bourne, Laura June	Tarboro, N. C.
*Bourne, Martha June	Raleigh, N. C.
Britt, Betty Lou	Mount Airy, N. C.
Brittingham, Polly	Fort Bragg, N. C.
*Bronson, Elizabeth Ann	Raleigh, N. C.
Brooks, Jean	Kinston, N. C.
Broun, Beverley Clay	Charleston, W. Va.
Bruff, Barbara Dashill	Knoxville, Tenn.
Brundage, Ann C.	Tryon, N. C.
Bunn, Catherine Marston	Henderson, N. C.
Burns, Mary deRosset	Fayetteville, N. C.
Butler, Grace Elaine	Roseboro, N. C.
Caison, Mildred	Clinton, N. C.
Camp, Olive	Franklin, Va.
Campbell, Dorothy Mildred	Richmond, Staten Island, N. Y.
Cannon, Lillian Staten	Charlotte, N. C.
Casteen, Alice Bethenia	Leaksville, N. C.
Castellow, Marian Gail	Windsor, N. C.
*Castleman, Ann	Raleigh, N. C.
Cauble, Carolyn	Winston-Salem, N. C.
*Chase, Betty Landon	Raleigh, N. C.
*Cheshire, Emily S.	Raleigh, N. C.
*Cheshire, Jane Clark	Raleigh, N. C.
Clark, Julia Wright	Greensboro, N. C.
Clarke, Minkie	Maysville, Ky.
Clarksville, Sarah Burgess	Charlotte, N. C.
Cobb, Eva Carolyn	Chapel Hill, N. C.

Coder, Patricia Louise	Louisville, Ky
Coons, Mary Ethel	Winston-Salem, N. C.
Cooper, Mary Ann	Henderson, N. C.
*Cornick, Mary Bridgers	Raleigh, N. C.
Correll, Nancy MacRae	Penns Grove, N. J.
Council, Jane Cole	Wananish, N. C.
Cranston, Olive Marwood	Augusta, Ga.
Crook, Mary Ann	Baltimore, Md.
*Crowder, Frances	Raleigh, N. C.
*Crowder, Sara Atwater	Raleigh, N. C.
Cumming, Virginia Neville	Augusta, Ga.
Cuthbert, Elouise Mayrant	Suffolk, Va.
Damtoft, Anne Elizabeth	Asheville, N. C.
Davidson, Betty	Knoxville, Tenn.
Dawson, Sarah Nelson	Cramerton, N. C.
DeVore, Dorothy Jean	Jacksonville, Fla.
Dial, Caroline Banks	Columbia, S. C.
Dickey, Mary Gresham	Oxford, Penn.
Dicks, Cecelia Covington	Rockingham, N. C.
Dickson, Anne Talbott	Virginia Beach, Va.
Dillard, Alice Walker	Greensboro, N. C.
Divers, Jane Rolfe	Pulaski, Va.
Dixon, Mary Ann	Raleigh, N. C.
Drysdale, Betty Anne	Hendersonville, N. C.
Dunn, Anne Westcott	Birmingham, Ala.
Edmunds, Dilys G.	Greensboro, N. C.
*Edgerton, Elizabeth	Raleigh, N. C.
Eggleston, Louise Freeman	Norfolk, Va.
Estes, Mary Drewry	Cascade, Va.
Evans, Essie Bryce	Forks ville, Va.

Evans, Jane Carlton	Washington, D. C.
*Ferguson, Florence Elizabeth	Raleigh, N. C.
Flanagan, Josephine	Greenville, N. C.
Fluck, Anna Meredith	Tarboro, N. C.
Fowden, Anne Coffield	Williamston, N. C.
Freeman, Mary Virginia	Clarksville, Va.
Fulton, Jean	Roanoke, Va.
*Gallagher, Betsy	Raleigh, N. C.
Gant, Cordelia Wills	Burlington, N. C.
Garnett, Ann Temple	Richmond, Va.
*Garrett, Dora Jane	Raleigh, N. C.
*Geoghegan, Ann Helen	Raleigh, N. C.
Glenn, Margaret Wilson	Greensboro, N. C.
Godwin, Mary Charles	Williamston, N. C.
Gower, Louise Toler	Rocky Mount, N. C.
Graham, Rena Micks	Goldsboro, N. C.
Grant, Evelyn Lucile	Knoxville, Tenn.
*Gregory, Margaret Anne	Raleigh, N. C.
*Grimes, Elizabeth	Raleigh, N. C.
Guthrie, Rue Wilson	Charlotte, N. C.
Hackney, Elizabeth	Wilson, N. C.
*Harper, Mary Brooks	Raleigh, N. C.
*Harris, Ida Dunn	Raleigh, N. C.
Hart, Mary Virginia	Chatham, Va.
Harwell, Betty Kerr	Columbia, S. C.
Helfenstein, Ann Thurmond	Frederick, Md.
Henderson, Mary Branch	Williamsburg, Va.
Henry, Josephine R.	Rockingham, N. C.
Hess, Betty Van Dyke	Fort Bragg, N. C.
Hessler, Elizabeth Shirley	Jacksonville, Fla.

*Hickey, Rita Bowen	Raleigh, N. C.
Hodges, Marie Osgood DeLand	Sumter, S. C.
*Hoff, Marilyn Rose	Raleigh, N. C.
Hogg, Martha Page	Beckley, W. Va.
Holland, Mary Wright	Wilmington, N. C.
Holmes, Almeria Lykes	Tampa, Fla.
*Hough, Mary Adams	Raleigh, N. C.
Hunt, Nancy Travis	Oxford, N. C.
Hurt, Edna Jane	Scottsboro, Ala.
Jenkins, Lillian Vaughan	Goldsboro, N. C.
*Johnson, Betty	Raleigh, N. C.
Johnson, Vi	Greensboro, N. C.
Johnston, Meredith Latham	Plymouth, N. C.
Jones, Elizabeth Ann	Aulander, N. C.
Jones, Elizabeth Smedes	Charlotte, N. C.
Jones, Louise Hunter	Norfolk, Va.
Jones, Shields Daughtridge	Rocky Mount, N. C.
*Kaplan, Judith	Raleigh, N. C.
Kelly, Janet McNeil	Erwin, N. C.
Kelly, Mary-Gene	Ottawa, Kan.
*Kendrick, Bettie	Raleigh, N. C.
Kinsey, Martha Mitchell	Petersburg, Va.
*Kivette, Kathryn	Raleigh, N. C.
LaRoque, Marguerite Harvey	Kinston, N. C.
Lee, Mildred Borden	Goldsboro, N. C.
Lindsay, Pauline Gervais	Spartanburg, S. C.
Linton, Margaret Andrews	Charlottesville, Va.
*Lloyd, Doris	Raleigh, N. C.
Long, Caroline Moncure	Garysburg, N. C.
*Love, Anne DeBoy	Raleigh, N. C.

Lucas, Cora Cox	Greensboro, N. C.
Lucas, St. Lawrence Fleming	Greensboro, N. C.
Lyon, Jean	Fayetteville, N. C.
Lytle, Shirley	Weirsdale, Fla.
Macaulay, Rosa Moore	Waynesboro, Ga.
MacGregor, Merritte	Washington, D. C.
MacRae, Anne Wingate	Bel Air, Md.
Mahan, Charlotte Ann	Charlottesville, Va.
Manry, Virginia Brooks	Courtland, Va.
Marshall, Elise Martin	Garnett, S. C.
*Mason, Nell	Raleigh, N. C.
Medlin, Gloria Gray	Aberdeen, N. C.
Michaux, Elizabeth Lewis	Goldsboro, N. C.
Mitchell, Priscilla Lee	Greensboro, N. C.
Moore, Jane G.	Southern Pines, N. C.
*Morris, Jean Anderson	Raleigh, N. C.
Morrison, Caroline Legare	Lancaster, S. C.
*Moseley, Martha Willis	Raleigh, N. C.
Motter, Jean Atkinson	Hellam, Pa.
Mullett, Dolores Elizabeth	Fort Bragg, N. C.
Myers, Caroline	Charlotte, N. C.
McCrary, Mae Jean	Carter's Bridge, Va.
McDavid, Frances Field	Raleigh, N. C.
McKay, Ann Elizabeth	Fayetteville, N. C.
McKinley, Sara Louise	Birmingham, Ala.
McLeod, Marion Kirk	Sumter, S. C.
McNeny, Pauline Hethorn	Henderson, N. C.
McRae, Virginia Lee	Rockingham, N. C.
Neblett, Perry MacFarland	Charlotte, N. C.
Neff, Gene Vance	Abingdon, Va.

*Niven, Martha Elizabeth	Raleigh, N. C.
*Norman, Kathryn	Raleigh, N. C.
*Norris, Flora Creech	Raleigh, N. C.
Norton, Nancy Reed	Brooklyn, N. Y.
Oast, Robena Ellen	Portsmouth, Va.
Olive, Valeria Virginia	Lexington, N. C.
Osborn, Margaret Andrews	Welch, W. Va.
Osborne, Rose Whitehead	Asheville, N. C.
Pagen, Patricia Farr	New York, N. Y.
Peete, Nancy Peters	Warrenton, N. C.
Pender, Elizabeth Jordan	Norfolk, Va.
Perry, Shirley	Chapanoke, N. C.
Pettigrew, Mary Ann	Asheville, N. C.
Phlegar, Ellen Montgomery	Norfolk, Va.
*Poe, Nancy Rose	Raleigh, N. C.
Popkins, Mary Brooks	Leesburg, Va.
Pott, Elizabeth Hawks	Petersburg, Va.
*Pou, Virginia Davis	Raleigh, N. C.
Pridgen, Anne Elizabeth	Gainesville, Fla.
Quincy, Antoinette Lyman	Sumter, S. C.
Quintard, Ida Jones	Charlotte, N. C.
Redwood, Mary Sophia	Biltmore, N. C.
Richardson, Daphne	Fayetteville, N. C.
Riley, Helen Cruikshank	Camp Edwards, Mass.
Robinson, Muriel Craven	Wadesboro, N. C.
Rogers, Mary Faith Edens	Bennettsville, S. C.
Roper, Mary Catharine	Winter Garden, Fla.
Ross, Pattie Joaline	Clinton, N. C.
Rousseau, Nelle	North Wilkesboro, N. C.
Royall, Elizabeth Waddell	Goldsboro, N. C.

*Ruffin, Dorothy	Raleigh, N. C.
Russell, Katherine Baker	Jacksonville, Fla.
Rutherford, Aurelia Huger	Roanoke, Va.
Sanborn, Sally	Goldsboro, N. C.
*Scales, Adelaide Virginia	Raleigh, N. C.
*Schafer, Marian	Raleigh, N. C.
*Schellenberg, Shirley Ann	Raleigh, N. C.
Schmidt, Suzanne	Fort Bragg, N. C.
Selby, Ruth Vail	Edenton, N. C.
*Senay, Ellen Brent	Raleigh, N. C.
Shackelford, Margaret Spencer	Martinsville, Va.
Shelton, Eleanor Winn	Richmond, Va.
Shepherd, Shirley	Spartanburg, S. C.
Shepherd, Valadon Cowling	Charlottesville, Va.
*Simpson, Jeannette	Raleigh, N. C.
Sloan, Jane Elliot	Charlotte, N. C.
*Smith, Joyce Lucille	Raleigh, N. C.
Smith, Olivia Anne	Rowland, N. C.
*Soar, Marjorie Elizabeth	Raleigh, N. C.
*Spivey, Sarah Dorothy	Raleigh, N. C.
Stell, Joan Blount	Washington, D. C.
Stephenson, Foy Ward	Pendleton, N. C.
Stevens, Frances Lee	Rocky Mount, N. C.
Stewart, Carolyn Joy	Milan, Tenn.
Stockard, Virginia Della	Graham, N. C.
Stone, Margaret Andrews	Greensboro, N. C.
Stough, Anne Barrus	Kinston, N. C.
*Stradley, Jean Hartzell	Raleigh, N. C.
Stribling, Martha Elizabeth	Atlanta, Ga.
Sugg, Carolyn Elizabeth	Greenville, N. C.

Suiter, Mary Betty	Weldon, N. C.
Swain, Mary Elizabeth	Wilmington, N. C.
Taylor, Jane Allensworth	South Boston, Va.
Taylor, May French	Wilmington, N. C.
Taylor, Virginia Louise	Boone, N. C.
Thomas, Eleanor Randolph	Charlotte, N. C.
Thomas, Marion Moore	Charlotte, N. C.
Thomas, Mary Lucile	Wilson, N. C.
*Thompson, Sarah Elizabeth	Raleigh, N. C.
Thomson, Elizabeth Kabler	Forest, Va.
Thomson, Mary Louise	Goldsboro, N. C.
Thorne, Elizabeth Eugenia	Columbia, S. C.
Thornton, Sara Elizabeth	Norfolk, Va.
Thorpe, Phyllis Sherlock	Pelham Manor, N. Y.
Thuston, Emily Jane	Birmingham, Ala.
*Tongue, Agnes Cornelia	Raleigh, N. C.
Tucker, Mary Arden	Warrenton, N. C.
Tucker, Sarah Frances	Shanghai, China
*Upshaw, Mary Bryant	Raleigh, N. C.
*Upshaw, Nancy Miller	Raleigh, N. C.
Vardeman, Mary Elizabeth	Jacksonville, Fla.
Wadsworth, Sara Poole	New Bern, N. C.
*Walker, Cornelia	Raleigh, N. C.
Waller, Charlot	Morganfield, Ky.
Walters, Mary Elizabeth	Rockingham, N. C.
Ward, Rebecca Hilliard	Plymouth, N. C.
*West, Betsey John	Raleigh, N. C.
West, Carolyn Hoke	Kinston, N. C.
West, Lillian Manoah	Kinston, N. C.
Whitaker, Neva Bidgood	Kinston, N. C.

*White, Evelyn Ann	Raleigh, N. C.
*White, Hilah	Raleigh, N. C.
White, Lucile Chandler	Henderson, N. C.
Whitner, Henriette Newell	Charlotte, N. C.
Wideman, Jane Dickson	Washington, D. C.
Willcox, Elizabeth Winslow	Norfolk, Va.
*Williams, Frances	Raleigh, N. C.
Williams, Margaret	Asheville, N. C.
Williamson, Flora Hunter	Memphis, Tenn.
Winslow, Betty	Hertford, N. C.
Winters, Dora	Washington, D. C.
Woodall, Erin Tuttle	Warrenton, N. C.
Woodard, Mary Virginia	Rocky Mount, N. C.
Young, Meta Baldwin	Albany, Ga.
Yount, Alice Walton	Hickory, N. C.
Yount, Margaret Ervin	Hickory, N. C.
Zimmerman, Sarah Anderson	Spartanburg, S. C.

SPECIAL STUDENTS

*McClamrock, Katherine	Raleigh, N. C.
*Russell, Ann Cooper	Raleigh, N. C.



Learn these words before the opening of school:

SCHOOL HYMN

We build our School on Thee, O Lord
To Thee we bring our common need;
The loving heart, the helpful word,
The tender thought, the kindly deed.

We work together in Thy sight,
We live together in Thy love;
Guide Thou our falt'ring steps aright,
And lift our thoughts to heaven above.

Hold Thou each hand to keep it just,
Touch Thou our lips and make them pure;
If Thou art with us, Lord, we must
Be faithful friends and comrades sure.

We change, but Thou art still the same,
The same good Master, Teacher, Friend;
We change; but Lord, we bear Thy Name,
To journey with it to the end. AMEN.

—*Sebastian W. Meyer, 1908.*

ALMA MATER

(TUNE: "*Believe Me If All Those Endearing
Young Charms*")

Saint Mary's! wherever thy daughters may be
They love thy high praises to sing,
And tell of thy beauties of campus and tree
Around which sweet memories cling;
They may wander afar, out of reach of thy name,
Afar out of sight of thy grove,
But the thought of Saint Mary's aye kindles a
flame
Of sweet recollections and love.

Beloved Saint Mary's! How great is our debt!
Thou has cared for thy daughters full well;
They can never thy happy instructions forget.
Nor fail of thy virtues to tell.
The love that they feel is a heritage pure;
An experience wholesome and sweet.
Through the fast rolling years it will grow and
endure;
Be a lamp and a guide to our feet.

May the future unite all the good of thy past
With the best that new knowledge can bring.
Ever onward and upward thy course! To the last
Be thou steadfast in every good thing.

Generations to come may thy fair daughters still
Fondly think on thy halls and thy grove
And carry thy teachings—o'er woodland and hill—
Of earnestness, wisdom, and love.

HAIL, SAINT MARY'S

Adapted from Margaret Mason Young, 1899

In a grove of stately oak trees,
Where the sunlight lies,
Stands Saint Mary's true and noble
'Neath the Southern skies.

*Far and wide, oh sound her praises,
Chorus full and free,
Hail, Saint Mary's, Alma Mater,
Hail, all hail to thee!*

Well we love the little Chapel,
Ever hold it dear;
Hear the echoes of the music,
Rising soft and clear.

Far and wide, etc.

There the ivy and the roses
Climb the old stone wall,
There the sweet, enticing bird notes
Sound their magic call.

Far and wide, etc.

There the bonds of friendship strengthen,
As her beauties charm,
We draw close to Alma Mater,
Trust her guiding arm.

Far and wide, etc.



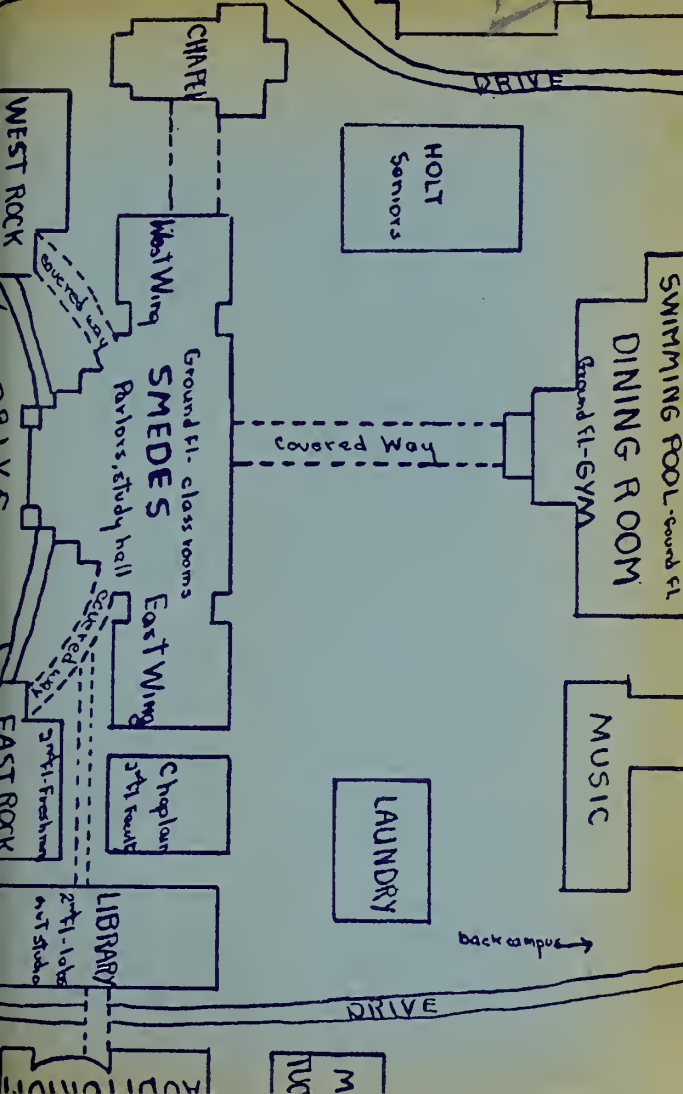
*If this book is lost, another copy may be obtained
at the office for ten cents.*

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DRIVE

HOLT
Seniors

SWIMMING POOL - Ground Fl.
DINING ROOM
Ground Fl.-GYM

MUSIC

LAUNDRY

back campus →

DRIVE

CHAPEL

West Wing

Ground Fl. - class rooms
SWEDES
Pavilions, study hall

East Wing

Chaplain
2nd Fl. Freshman

LIBRARY
2nd Fl. - 10/hrs
6/VT Studio

WEST ROCK

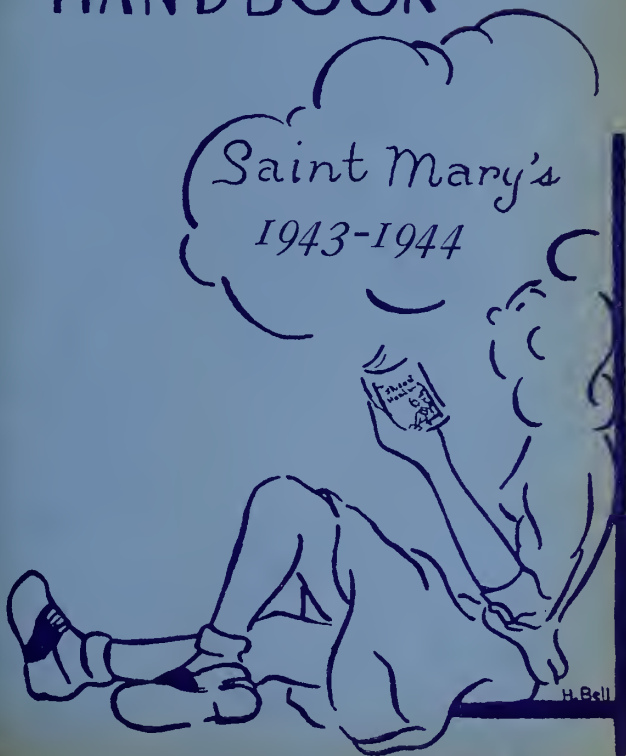
EAST ROCK

M
TUCC

A
C
E

Student
HANDBOOK

Saint Mary's
1943-1944



THE CHAPEL

To new and old students the Chapel is something more than just a place to attend; it is a refuge. Old students will remember and new ones will soon learn that our Chapel is the great leveler, the great comforter, and the great source if one wishes to seek it.

STUDENT HANDBOOK

SAINT MARY'S SCHOOL
AND JUNIOR COLLEGE

RALEIGH, NORTH CAROLINA

1943 - 1944

Edited for

Student Government Association

By AGATHA CHIPLEY

BRING THIS BOOK WITH YOU

IMPORTANT, NEW STUDENTS

New students should read and become thoroughly familiar with the contents of this HANDBOOK before coming to school. During the first two weeks of school the New Girl Training Committee will hold classes to help new students learn the HANDBOOK thoroughly, and they will then give a test which all new students are required to pass.

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STUDENT GOVERNMENT OFFICERS

President	Betty Edwards
Vice-President	Sally Ramsey
Secretary	To be elected from Honor Council

Honor Council Members :

Senior Representatives	To be elected
Junior Representatives	} To be elected
Underclassmen Representatives	

Chairman of the Hall Council	Virginia Hart
Secretary of the Hall Council	Vidette Bass
President of the Day Students	To be elected

OTHER CAMPUS OFFICERS

Editor of the <i>Belles</i>	Charlotte Crawford
Editor of the <i>Bulletin</i>	Patty Weaver
Editor of the <i>Stage Coach</i>	Adelaide Butler
Chief Marshal	Maria Legg
Chief Dance Marshal	Betty Clark



WELCOME

To you who are coming to Saint Mary's for the first time this fall, we, the old girls, say, "Welcome." We are looking forward to meeting and knowing you, for you are to make up a large part of our Student Government Association, an organization of which we are justly proud.

You may find Saint Mary's strange and new for the first few days, but you will come to feel as close to her as we do. We are eager to do everything we can to make you feel that you are a part of the school and that you have a definite place in student government. At parties, at meetings, and in classes, you will meet girls and teachers who will assist you in adjusting yourself to your new surroundings. You will find that you are a part of a group of girls who are working toward a common goal—the welfare of Saint Mary's.

As members of such a group, you will naturally want to know the rules which govern it; and this is the purpose of the HANDBOOK—to provide

WELCOME

a means whereby you may learn to do your very best in order to uphold the standards of Saint Mary's and thereby receive all of the benefits of school life. By becoming familiar with the HANDBOOK, you will be able to enter into the spirit of the school quickly and easily; consequently, you will come to enjoy your work and outside activities much more fully.

We are anxious to help you make your life at school as enjoyable and beneficial as possible, and you will soon realize that life at Saint Mary's is precisely what you are willing to make it.

We are looking forward to having each of you at school during the coming year. We hope that Saint Mary's will mean as much to you as it means to us.

BETTY EDWARDS, *President,*
Student Government Association.





In the spring of 1937 at the instigation of the faculty the student body of Saint Mary's School voted to reorganize the then limited student government and to extend it to include all phases of student conduct. This adoption of complete student government based on the Honor Code was motivated by the students' belief that self-government guided by rigid honesty is the most intelligent and pleasant method of administering a well ordered society. During the years that this plan has been in operation a sufficient number of difficulties have been solved and smoothed out to convert the original "beliefs" into deep and stalwart convictions, convictions that are synonymous with principles. Years of such student government have made the whole student body jealous of this privilege of governing themselves; consequently, they regard any violation of the Honor Code as an attack on, and as dangerous to, student government, and naturally punish it promptly, justly, and appropriately.

But more important and significant than simply maintaining student government is the attitude

PROLOGUE

that has developed within the whole student body toward the single idea on which the whole student government is built: HONESTY. Here a girl's word is her bond. When questioned officially, whether in the classroom, on the athletic field, or anywhere else, a girl is *expected* and *required* to be *rigidly truthful*. Obviously, honesty of *word* is but a mockery unless accompanied by honesty of *action*. Defined simply, cheating* is securing information at a time and in a manner that is not permitted. Stealing is taking and keeping, without permission from the owner, anything that belongs to somebody else. Too, a student must have *written permission* in order to leave the campus. Thus, lying, cheating, stealing, and leaving the campus without permission are the four worst violations of the Honor Code.

The contributions of Saint Mary's School to the growth and development of a girl's character cannot be summed up in the mere words of this or that particular code. The Constitution and Regulations of student government, the accumulation of one hundred years of tradition, the atmosphere of the school's stately lawns and buildings, the lasting achievements of past administrators and students, and the high purpose and scholastic standing of the school all mingle into a single enduring force that indelibly leaves its mark on every Saint Mary's girl. Thus is she known.

*See page 47 for full definition.



1943

September 13, Monday:

Faculty assembly; registration and classification of day students.

September 14, Tuesday:

New resident students report.

September 15, Wednesday:

Returning resident students report; registration and classification of resident students; placement tests for new students.

September 16, Thursday:

Opening service of Advent Term.

November 1, Monday:

All Saints: Founder's Day.

November 25, Thursday:

Thanksgiving Day.

**December 17, Friday:*

Christmas vacation begins at 3:45 P.M.

*Changes may be made, if necessary, to meet war conditions.

SCHOOL CALENDAR

1944

January 3, Monday:

Resident students report by 9:45 P.M.

January 31, Monday:

Easter Term begins.

February 23, Wednesday:

Ash Wednesday: Lent begins.

**March 16, Thursday:*

Spring vacation begins at 1:00 P.M.

March 22, Wednesday:

Spring vacation ends, 9:45 P.M.

April 7, Friday:

Good Friday.

April 9, Sunday:

Easter Day.

May 13, Saturday:

Alumnæ Day.

May 28-29:

Commencement.

*Changes may be made, if necessary, to meet war conditions.

THE RULES SET FORTH HERE FORM A PATTERN OF BEHAVIOR EXPECTED OF A SAINT MARY'S GIRL. THEY DO NOT PRETEND TO LIST EVERY UNDESIRABLE ACTION. IN GENERAL, SHE IS EXPECTED TO CONFORM TO THE LIVE-AND-LET-LIVE PRINCIPLE OF ANY DEMOCRATIC, WELL-ORDERED COMMUNITY.

A GIRL IS EXPECTED TO REPORT HERSELF IN WRITING WHEN SHE BREAKS ANY SCHOOL REGULATIONS.



STUDENT REGULATIONS

I. SOCIAL REGULATIONS: ON CAMPUS

A. Dormitories

1. Students must be on their own halls at 10 :00 P.M.
2. *Underclassmen* must be in their rooms with lights out at 10 :30 P.M.
3. *Upperclassmen* must be in their rooms with lights out at 11 :00 P.M.
4. Rooms must be reasonably neat at all times.
5. *Absolute quiet must be observed on the halls during the following hours :*
 - a. Monday through Friday
 - 9 :00 A.M.—1 :00 P.M.
 - 1 :45 P.M.—3 :45 P.M.
 - 7 :30 P.M.—9 :30 P.M.
 - 10 :00 P.M.—7 :00 A.M.

STUDENT REGULATIONS

b. Saturday

9:00 A.M.—1:00 P.M.

10:00 P.M.—8:00 A.M.

c. Sunday

2:00 P.M.—3:30 P.M.

(All girls except Seniors must remain on their halls)

10:00 P.M.—7:00 A.M.

6. Students may spend Saturday nights out of their rooms if they sign up with Miss Davis, their hall president, and the hall president on whose hall they are visiting.
7. DO NOT DISTURB: This sign is given to each girl and *must not be crossed*.

B. Chapel and Assembly

1. Chapel services are on Monday, Wednesday, and Friday mornings at 8:35, and Thursday nights after dinner. Every student must attend and take her assigned place. *Doors are closed at 8:40 A.M.*
2. Student Assembly is in the auditorium at 8:25 A.M. on Tuesday and Thursday. Every student must attend and take her assigned place. *Doors are closed at 8:30 A.M.*

STUDENT REGULATIONS

C. Meals

1. Students must attend all meals.

Exceptions:

- a. Saturday morning breakfast.
- b. Seniors and Juniors at lunch on Saturdays.

D. Telephones

1. Pay telephones may not be used during quiet hours.
2. The general office telephone in East Rock is available to students from 4:00 to 6:00 P.M. on weekdays for INCOMING CALLS ONLY.
3. *All* telephone calls are strictly limited to three minutes.

E. Smoking

Besides the school's belief that smoking is detrimental to adolescent girls, the matter presents difficult problems when both high school and college students are concerned. For these reasons, Saint Mary's does not permit smoking in school.

Away from school, girls may smoke on these conditions:

1. In public places accompanied by approved chaperons with their permission.

STUDENT REGULATIONS

2. In private homes with the permission of the hostess.

II. SOCIAL REGULATIONS: OFF CAMPUS

- A. EACH STUDENT IS RESPONSIBLE FOR SEEING THAT SHE IS SIGNED IN AND OUT CORRECTLY AND THAT SHE HAS THE REQUIRED PERMISSION. SHE MAY NOT LEAVE THE CAMPUS WITHOUT ONE.
- B. Two or more students go down town together.
- C. Students may go down town on Saturdays, 1:00-6:00 P.M.
- D. **Town***
 1. *Seniors:*
 - a. Seniors have four town permissions a week, 2:45-6:00 P.M.
 - b. Seniors sign in the Senior Book for afternoon town leave.
 - c. Four or more seniors may go to lunch and movies on Saturday, 1:00-6:00 P.M., instead of going that night.

*Town permissions may be reduced in number if a student's work is found unsatisfactory.

STUDENT REGULATIONS

- d. Juniors and Seniors may go to the Little Store on Saturday for lunch between 1:00 and 2:00 P.M.

2. *Juniors:*

- a. Juniors have three town permissions a week, Monday through Saturday, 2:45-6:00 P.M.
- b. Juniors sign the Town Sheet for shopping and movies.
- c. Four or more juniors may go to lunch and the movies with dates on Saturday, 1:00-6:00 P.M.

3. *Underclassmen:*

Underclassmen have two town permissions a week; one on Saturday morning, 10:30-12:45 P.M., or Saturday afternoon, 1:45-6:00 P.M., and one other during the week from 2:45-6:00 P.M.

E. Little Store (stores opposite Saint Mary's, store at Boylan Apartments, and the Toddle House).

1. All students may go to the Little Store once any weekday *for half an hour*, 3:15-6:00 P.M.
2. Students who sleep through Saturday breakfast may go to the Little Store for half an hour once during the morning.

STUDENT REGULATIONS

F. Invitations

1. Students may go out with friends

On Sunday

12:30-5:00 P.M.

6:00-9:00 P.M.

On Saturday

3:00-9:45 P.M.

On Saturday (high school students only)

10:30 A.M.—7:30 P.M.

2. Invitations for Saturday or Sunday must be received and approved by Mrs. Cruikshank, Miss Davis, or Miss Tucker by 1:00 P.M. Saturday.
3. Students may not leave the home of the hostess when out visiting unless accompanied by her.
4. Invitations must be received directly through the school, not through the student. Hostesses *must call for students* whom they wish to invite out and *return with them* to school.
5. A written permission from parents releasing the school from all responsibility is required for students to ride out of Raleigh in privately operated cars.

STUDENT REGULATIONS

G. Week-ends:

1. High-school students may leave after classes on Friday and must return by 6:00 P.M. on Sunday. College students may leave after classes Friday and return by 6:00 P.M. Sunday, or may leave after classes on Saturday and return by 6:00 P.M. Monday.

Exceptions as to time of departure will be dealt with as they occur.

2. In addition, each senior may take one extended week-end each semester, after her last class on Friday to Monday night 6:00 P.M., or Thursday to Sunday, 6:00 P.M.
3. Students may take two Saturday nights each semester from 1:00 P.M. Saturday until 10:30 A.M. Sunday morning. Seniors may extend one of their Saturday overnight privileges to nine o'clock Sunday night.
4. Students may put their two Saturday night privileges together and count them as a week-end to begin on Saturday after classes and end Sunday night at 9:00 P.M.

STUDENT REGULATIONS

5. Students may *not* take a week-end if they have to miss a class in a subject in which they have a failing grade.
6. No one may take a week-end without permission from the President, written permission from home, and a written invitation from her hostess. Application for a week-end permission must be filed in Miss Tucker's office by Thursday morning.
7. Usually no week-ends are granted during the first four weeks of school, during December and January, immediately before or after spring vacation, or during the last two weeks in May. New students are not allowed week-ends during the first five weeks of school.
 - a. Students may leave school after their mid-term examinations for the rest of the week provided they count this absence as a week-end.
8. Extra week-ends:
 - a. Honor Roll students may take one extra week-end at the end of the quarter.
 - b. Honorable Mention students may take an extra extended Saturday

STUDENT REGULATIONS

night (Saturday 1:00 P.M.-Sunday 6:00 P.M.) at the end of the quarter.

H. Guests

1. Students may have guests for the weekend, *beginning Saturday*. Apply to Miss Tucker for permission not later than Thursday.
2. Only sisters, prospective students, and recent Alumnæ may be entertained overnight.
3. Guests must follow the regular routine life of school.
4. Permission for guests in the dining room may be obtained from Mrs. Cruikshank, Miss Davis, or Miss Tucker.

I. Dates

(Dates should be introduced to faculty hostess.)

1. Girls may have dates on Saturday evenings, 8:00-10:00, and on Sunday afternoons, 3:30-5:00 (boundary line runs east and west in front of Smedes).
2. Two or more seniors and dates may go to the movies Saturday night, 7:15-10:00. By bus only.

STUDENT REGULATIONS

J. General

1. Girl-break dances are held generally once a month in the gymnasium, 8:00-11:00.

K. Dances

1. Students may attend a limited number of college dances, these to be included in the overnight permission and week-ends.
2. Students attending dances in Raleigh must stay out in town chaperoned by their mothers. If this is not possible, a limited number of girls may stay at the home of Mrs. Hugh McLeod (Saint Mary's hostess); or in small groups chaperoned by mothers of other Saint Mary's girls attending dances, if agreeable to the mother. Permission to spend nights in private homes in Raleigh is given only when girls are with their own mothers.
3. Girls attending dances at the University of North Carolina are expected to stay at the Carolina Inn unless with their parents; on week-ends with their friends they are expected to be in within an hour after the dance. Girls attending dances at Wake Forest,

STUDENT REGULATIONS

Davidson, or elsewhere are expected to be in within one hour after the dance.

IMPORTANT

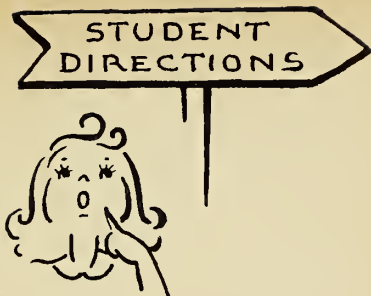
All students must return to Saint Mary's immediately upon arrival in Raleigh regardless of the time, unless accompanied by parents.

III. DAY STUDENT REGULATIONS :

1. Day students must attend 8:25 A.M. assembly on Tuesdays and Thursdays in the auditorium, and attend chapel on Mondays, Wednesdays, and Fridays.

CUTS: High School day students have three chapel cuts per month; college day students have four. Day students may *not* cut assembly.

2. Day students making an average of C (75) or above may leave the campus during their free periods with written permission from home.
3. Day students must present written explanation from home for any absence from class or other school duty.
4. Day students may not smoke on the campus.
5. Day students may *not* go to dormitory rooms during class hours *or* meal hours.



A. Dormitories

1. BEING QUIET IS BEING CONSIDERATE.
2. Girls dress appropriately for dinner, with stockings or leg make-up.
3. Girls dress formally for dinner before concerts and special occasions.
4. Bandanas are not permitted in dining room or in class.
5. Girls should be fully dressed to appear in the lower halls or parlor floor of Smedes.
6. Students *must* wear soft bedroom slippers, not mules.
7. It is suggested that new girls not get such things as bedspreads, curtains, rugs, and other furnishings until they arrive at school.
8. Students must not deface walls or furniture.

STUDENT DIRECTIONS

B. Off Campus

1. Weekday special permission slips must be filed at Miss Davis' desk immediately after lunch, except on Tuesdays and Thursdays. On these days permission slips are signed in Miss Tucker's office. (Subject to variation.)
2. At any time on Saturday or on Saturday night, students may sign the Town Sheet on the parlor table for Saturday night movies. Chaperon necessary.
3. Students should be suitably dressed when leaving school. Hats, stockings, and gloves are required.
4. Girls must not go into office buildings or hotels unchaperoned, or south of the S. and W. Cafeteria.
5. Students wishing to skate must sign after 2:45 P.M. with the faculty hostess, and use the Hillsboro Street sidewalk or the sidewalk behind the school.
6. Students wishing to go walking must sign after 2:45 P.M. with the faculty hostess and walk on Saint Mary's Street, for not more than one hour.
7. Students wishing to ride horseback must sign up with Miss Tucker before 1 o'clock.

C. Study Hall

1. When making up supervised study hall, students report to the study hall from 4:00 to 6:00 P.M.
2. Students who study in classrooms should leave them in order.

D. Sun Porch Regulations

1. No radios.
2. No standing *on* the rail.
3. Staying limit: one hour.
4. Only twenty girls on the porch at one time.
5. *Reasonable quiet* necessary.
6. Articles brought on roof should be taken back to owner's room.
7. Rooms passed through should not be disturbed.
8. Girls must sign up on pads provided for that purpose.

E. Fire Drills

The signal for fire drills is the siren and ten rings of the bell.

Girls on Halls:

1. Turn on lights.
2. Close windows.
3. Take towel (bath).
4. Put on coat.

STUDENT DIRECTIONS

5. Close door and transom of room.
6. Stand at appointed place in hall. (Unless hall teacher rules differently, the appointed place shall be single file at the head of the stairs.)
7. Number off when signal is given by fire captain.
8. Proceed (single file) down appointed stairway to appointed place on the campus.
9. Again number off when signal is given by captain (to see that all are out).
10. Return to hall at signal of one bell.
11. *Absolute quiet during the whole drill.*

F. Blackout drills must be strictly observed according to posted regulations.

G. The Hut

The Recreation Hut, *mainly a faculty retreat*, is available to student groups or clubs for such things as special suppers or picnics under the following conditions:

1. Applications for use of the Hut must be submitted to the head of the physical education department (well in advance of date desired).
2. Whoever uses the Hut must be responsible for cleaning up and leaving the house and grounds in order.

H. Library

1. Library hours :

Weekdays : 8 :30 A.M.-9 :45 P.M.

Sundays : noon-9 :45 P.M.

A trained librarian is on duty :

Monday-Friday : 8 :30 A.M.-4 :30 P.M.

Saturday : 8 :30 A.M.-1 :00 P.M.

Three evenings a week : 7 :30-9 :45.

2. New students will visit the library during the first week of school. They will be shown the arrangement of the library and the method of charging out and returning books.
3. A course in the use of the library is given to all new students during the first semester.
4. Library regulations will be posted on the bulletin board in the library during the first two weeks of school. Students must familiarize themselves thoroughly with these regulations.
5. The following library offenses are dealt with by the Honor Council :
 - a. Taking a reference book from the library.
 - b. Taking a book from the library without leaving its signed card.
 - c. Mutilation of any library property, such as marking in books, clipping newspapers, or defacing furniture.

STUDENT DIRECTIONS

I. General

1. When the hostess comes late to the table in the dining room, the girl sitting on her right or left stands and seats her.
2. Upon leaving the dining room, students should leave the building, not linger on the stairway.
3. *Personal notices should be answered either immediately or at the time specified.*
4. Infirmary slips must be secured from Miss Davis or from Miss Tucker's office if a student has to go to the infirmary during school hours.
5. At the beginning of each session new students will be assigned to members of the faculty who will act as advisers. *Each student must report to her adviser every two weeks during the first quarter; thereafter, she reports immediately upon receiving her grades. Old students report to their last year's advisers.*
6. All students attend choir practice on Sunday morning at 9:30 A.M. and regular monthly Y. P. S. L. meetings.
7. *Students are responsible for reading the bulletin board notices which affect them.*

BULLETIN BOARD



ORGANIZATIONS

I: HONORARY

The Order of the Circle

President	Betty Clark
Secretary	Virginia Hart
Treasurer	To be elected

“As the Circle symbolizes unity, so the purpose of this organization shall be to promote a spirit of co-operation among the students by the cultivation of high ideals of service, fellowship, citizenship, and scholarship and to assist new students in finding their place in school life and activities.”

Literary Societies: Sigma Lambda and E. A. P.

Sigma Lambda

President	Michelle Telfair
Other Officers	To be elected

ORGANIZATIONS

E. A. P.

President	Martha Crook
Other Officers	To be elected

The Literary Societies choose new members on the basis of their writing ability. During the year the societies study poetry, essays, and short stories, and each member must write two papers. The best of these is submitted to judges, who award points to the best ones. At the end of the year the society whose members have written the best papers wins the cup.

Letter Club

President	Ruth Moore
Other Officers	To be elected

The Letter Club is the Honorary Athletic society. Its members, those girls making two all-star teams in any of the major sports, are given their association insignias.

French Club

Officers	To be elected
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The purpose of the French Club is to furnish enjoyable activity for those students who have reached a certain degree of proficiency in the spoken and written language. The programs include songs, games, skits, puppet shows, and talks on art, music, and travel.

ORGANIZATIONS

II: VOLUNTARY

Altar Guild

President

Martha Crook

The Altar Guild, which has charge of preparing for chapel services, is composed of seniors.

Choir

Membership in the choir is open to any student. The choir vests only on Sunday and special festivals.

Glee Club

Glee Club members are chosen from the applicants by the head of the music department. Every spring the glee club presents a program.

Political Science Club

Officers

To be elected

The Political Science Club is open to all juniors and seniors. At its meetings a guest speaker or the director, Mr. Guess, addresses the group on present political problems.

Dramatic Club

Officers

To be elected

The Dramatic Club, sponsored by Miss Davis, is open to everyone in school. Its members present several plays to the student body, and attend plays given at Chapel Hill by the Carolina Playmakers. They compete each year in the Carolina Dramatic Association State Tournament.

III: AUTOMATIC

Young People's Service League*

President	Rebecca Drane
Vice-President	To be elected
Secretary-Treasurer	To be elected

Every Saint Mary's boarding student is a member of the Young People's Service League of the Diocese of North Carolina and is expected to do her share towards the support of an orphan at Thompson Orphanage, Charlotte, N. C.

Athletic Association: (Sigma and Mu)

Sigma

President	Anne Hirst
Vice-President	Fanny Lee Brooke

Mu

President	Helena Williams
Vice-President	Ruth Moore

These are two athletic clubs, Sigma and Mu, to one of which every girl in school belongs. These four people and the two physical education teachers make up the Athletic Board, which plans the year's program of extracurricular athletic activities and keeps records relating to the athletic point system.

*Plans are under way to change this to the "Canterbury Club," a chapter of the national organization of that name in Episcopal Church colleges.

ORGANIZATIONS

The athletic activities at Saint Mary's are divided into major and minor sports. As these sports are carried through the year, teams are chosen and tournaments are played. Individual girls are given points for making teams or placing in tournaments. Also points are given to the athletic association whose members win a tournament.

At the end of the year the Athletic Board makes awards as follows :

1. The athletic club receiving the highest number of points gets the plaque that is presented each year to the winning club.
2. The three individual girls making the most points during the year receive the highest athletic award.
3. The most outstanding girl in each major sport receives an award.
4. Girls making one all-star team are presented with a star. Girls making two all-star teams are asked into the Letter Club, the honorary athletic society, and are presented with the club insignia.
5. If a girl has not received an award but has accumulated three hundred points, she is given a special award for points. It is quite possible for the girl who is interested but not outstanding to make 300 points in two years.

ORGANIZATIONS

Deutscher Verein

Officers To be elected

The Deutscher Verein is made up of German language students.

The Granddaughters' Club

Officers To be elected

The Granddaughters' Club is composed of the girls whose mothers or grandmothers are alumnae of Saint Mary's.

The Doctors' Daughters' Club

President Emily Williamson
Secretary-Treasurer Betty Kilbury

Those girls whose fathers are doctors make up the Doctors' Daughters' Club, under the leadership of Mrs. Naylor. Their aim is to help those people who are less fortunate than themselves.

STUDENT PUBLICATIONS

Editor of the <i>Belles</i>	Charlotte Crawford
Editor of the <i>Bulletin</i>	Patty Weaver
Editor of the <i>Stage Coach</i>	Adelaide Butler
Business Manager, <i>Stage Coach</i>	To be elected
Editor of the HANDBOOK	Agatha Chipley

There are four student publications at Saint Mary's: the *Stage Coach*, the *Bulletin*, the *Belles*, and the *Handbook*. The *Stage Coach* is the annual, given out each year on Class Day. The *Bulletin* is the literary magazine, published in October, March, and June. The *Belles* is the semi-monthly newspaper. The *Handbook* is the manual of the Student Government Association.

The publications staff, under the direction of the three editors, serves all four publications and therefore does a good deal of varied kinds of writing. Consisting of about twenty-five members, it is chosen from the school at large by the editors and the adviser on the basis of writing ability in competitive trials at the beginning of each year. All girls are urged to try out for the staff.

A girl who is a member of the publications staff for two years, and whose journalism work is specially commended by the three editors and faculty adviser, will receive 4 semester hours credit toward graduation.

At the end of each year the three editors, business manager, and outstanding members of the staff are awarded keys for their year's work.

MARSHALS

Chief Marshal	Maria Legg
Assistants	{ Margaret deRosset Katherine Legg Mary West Paul Harriet Whitaker

New marshals are elected by the student body from the rising senior class, and assume their duties on the third Sunday before commencement. The marshals take the offering in chapel, lead chapel lines, act as ushers at entertainments in the auditorium, and in general maintain order at all student body gatherings.

DANCE MARSHALS

Chief Dance Marshal	Betty Clark
Senior Dance Marshals	{ Foxie Clarke Jane Dille Hannah Lyon
Junior Dance Marshals	Five to be elected
Underclassmen Dance Marshals	Three to be elected
Day Student Dance Marshal	One to be elected

The dance marshals supervise all dances at Saint Mary's School. The chief dance marshal and her executive committee of dance marshals, together with the adviser, work out the plans for every dance and are responsible for seeing that everything runs off smoothly.

CUSTOMS AND TRADITIONS

At Saint Mary's, as at all other schools, it is upon the customs and traditions that the co-ordination of the student body, and more especially the cultivation of school spirit, depend. These customs are legacies of the present classes and inheritances of the classes to come.

Seniors

1. Every senior has a "little sister," chosen from the underclassmen, whom she helps and advises.

2. Seniors give a formal dance in December.

3. The night preceding Christmas holidays the seniors give a Christmas pageant in the chapel. Early the next morning they sing Christmas carols to the students and faculty on the campus.

4. In May the seniors give a farewell party for the student body.

5. During the last month of school, seniors have tables reserved exclusively for them.

Juniors

1. Juniors entertain the faculty and the student body at a "spook" party given annually at Hallowe'en.

2. In the spring the juniors give the Junior-Senior dance in honor of the seniors.

3. Juniors make the daisy chain that the seniors carry on class day.

General

1. As a part of the orientation, the school gives the Old Girl-New Girl party on the first Saturday night after school has opened.
2. Students welcome visitors by singing to them in the dining room.
3. Dance Marshals have girl-break dances once a month, generally, in the gymnasium.
4. The student body remains at school Easter in order to participate in the early morning service.
5. Step singing at the end of school is the formal farewell of the seniors to the school and of the other classes to the seniors.
6. White dresses, though not formal ones, are necessary for Easter and Commencement.
7. After graduation exercises, school is formally dismissed by the chief marshal when she drops a handkerchief.



About clothes:

You'll need cottons for spring and fall, wools for dinner and dates, silks for concerts and dinner.

You'll need skirts and skirts; some have as many as seven or eight, but two or three good ones with several matching sweaters will do.

You'll need one or two evening dresses for campus concerts and formal dances.

You'll need a short white dress for Easter and commencement.

About necessities:

You must bring a flashlight.

Also you'll need:	Sock stretcher
A laundry bag	6 towels
Scissors	Wash cloth
Sewing bag	6 sheets
Clothes brush	3 pillowcases
Clock	Blankets

CONFIDENTIALLY

Shoe bag	1 pillow
Skirt hangers	Hot water bottle
Sweater stretcher	Spreads
Study lamp	Comfort
Name tapes	6 linen napkins
Soap dish	Umbrella
Hatbox	

Because of war-time restrictions students should bring the following equipment for the physical education program :

- Bathing cap
- Tennis racket
- One can of tennis balls
- Tennis shoes or saddle shoes
- White play suit, shorts, or tennis dress.
If you have an opportunity to buy a gym suit from a former Saint Mary's girl, be sure to do so.
- Heavy sweater or jacket
- Slacks

About that allowance:

Some girls live on less than ten dollars a month; simple to do if you're wise.

You'll need it most of all for stamps, donations, contributions, room furnishings, and the Little Store.

And of course you'll put at least ten per cent of your allowance in War Savings Stamps.

About getting ahead:

STUDY, STUDY, AND STUDY SOME MORE.

Learn school songs.

Have some extracurricular activities, such as publications, glee club, etc.

Read the bulletin board.

Know everyone.

Read your Handbook and know the rules.

DON'T WASTE TIME TALKING ABOUT WORK—DO IT!

About studying:

Work hard. Afternoon studying is necessary if you want to go to classes prepared.

BEGIN YOUR OUTSIDE READING THE DAY IT IS ASSIGNED AND KEEP IT UP.

Take good, brief notes in class. Don't rely on memory or on using your neighbor's notes; her hieroglyphics won't mean a thing to you.

Get assignments in on time.

Work when you work and play when you play. Talk to teachers outside class if you're worried.

About campus aids:

You can buy or charge anything from pencils to laundry bags at the Book Store.

Mail time is 8:00 A.M., 1:30 P.M., and 6:00 P.M.

Bank that extra dollar at the Business Manager's window.

Mrs. Derrick across the street fixes hems and rips. Ask some senior the way.

See Mrs. Simpson for room articles—such as light bulbs and for party equipment such as cups and saucers.

About talking:

Of course, since we're females, we're expected to talk a good deal of the time, but that doesn't give us an excuse to talk *all* the time. Our tendency to exchange confidences should end when we're gathering for prayer, as we are six times a week in the Chapel. Smothered giggles and whispered words are not conducive to the spiritual atmosphere which should exist in our chapel. And while we're on the subject, that also goes for assembly and concerts.

About rooms:

Keep them clean. It's simple to do if you straighten up a trifle *every day*. Just don't let yourself stay in the room with a week's trash. But don't make a scullery maid out of your roommate either. And remember, sloppiness never paid any dividends. When a visitor sees your messy room, she pigeon-holes *you* right away.

And roommates:

Before you come to school, you will have done a lot of thinking about your future roommate. You will have wondered if she'll be pretty, popular, studious, easy to know, or a "drip." You will have formed your own idea of the perfect roommate. But when she walks in, don't size her up in one glance. Be slow to form opinions. She's bewildered (just as you are) and probably rather homesick. So have a good time planning the room together, going downtown together, playing tennis together, and see if you don't discover one of the finest friends you've ever had.

About your instructors:

After all, they *are* human and they don't bite. No matter how forbidding some may seem, don't ever hesitate to talk your situation over

with them. Cultivate them and before long you'll find that you count them among your grandest friends.

About men:

They're peculiar. And, strangely, they are also conservative, though you wouldn't think so when you see the way your brothers cut up with those glamorous gals at school. But just let you try any gay goings-on like that. You have to watch his wrath descend on you. Why? Because you are something he really cares about and he can't stand to have you bump up against the world's rough edges, so to speak. Here are a few important *don'ts*:

DON'T:

- try to be sophisticated.
- fleece your date; he needs that money for more important things.
- be raucous and giggle.
- keep your date waiting in the parlor.
- take your date to a girl-break and leave him to fend for himself while you rush that attractive new face.
- forget that you are a Saint Mary's girl!

FACULTY RULINGS

GRADING

The following system of grading is used at Saint Mary's:

All grades are given in letters.

A: 90—100.

B: 80—90.

C: 70—80.

D: 65—70.

E: Conditional; passing grade possible only by re-examination.

F: Failure; course must be repeated for credit.

Students entering more than four weeks late may not receive credit for the semester.

Students who miss more than six weeks of classes will not receive credit for the semester's work.

REPORTS

Reports are sent to parents or guardian twice each semester. Upperclassmen likewise receive their grades twice each semester.

CHANGES IN COURSES

No new course may be registered for after the first two weeks of a semester unless by faculty recommendation.

FACULTY RULINGS

Allowed Class Absences

More than 10 absences during a semester bars a student from the final examination in a 4-hour course; more than 8 in a 3-hour course; more than 5 in a 2-hour course; more than 3 in a 1-hour course.

More than 4 *unexcused* absences for a 4-hour course; more than 3 *unexcused* absences for a 3-hour course; more than 2 *unexcused* absences for a 2-hour course; more than 1 *unexcused* absence for a 1-hour course, each semester, bars a student from final examination. (In some cases permissions to take the examinations may be secured from the Executive Committee.)

Unexcused absences are those not excused by the President or the physician.

Absences before or after holidays are doubled.

Two lates equal one absence.

PLAGIARISM

The two following paragraphs clearly define plagiarism and the school's general attitude toward it. In practice the school will treat plagiarism as a violation of the Honor Code and will have the Honor Council deal with such violations.

The copying of an assignment or part of an assignment from a book or magazine or from the manuscript of another student completely defeats the purpose of the assignment, and is forbidden. If you profit by the advice or help of another person (except your instructor) in preparing a theme or a written exercise which is to be submitted as your own work, you should write a full statement of the nature and extent of the help received. "Working together" in mastering the contents of the textbook and in preparing for general class recitation and discussion is often a very helpful method of study and is regarded as entirely legitimate. In case of doubt, ask your instructor.

Extreme care should be exercised to see not only that your work measures up to a standard of honesty in harmony with the Honor System, but also that legitimate borrowing of facts and language is properly acknowledged. Whenever phrasing is borrowed, *even if only two or three words, the indebtedness should be recognized by the use of quo-*

tation marks, and frequently by mention of the author's name. The language of another is not made your own by omission, rearrangement, and new combinations. If you rely on another for the wording, the language is not your own; and you are guilty, if you present this language as your own, of plagiarism, a serious offense. When facts which are not matters of general knowledge are borrowed, the indebtedness must be indicated, in text or in footnote, by mention of the exact place from which the information was taken.



POINT SYSTEM

(as set up by the Honor Council)

No student may hold offices amounting to more than 10 points during the year.

10 Points

President of Student Government Association.

8 Points

Chairman of Hall Council.

Vice-President, Student Government Association.

Secretary of Student Government Association.

Editor of *Belles*.

Editor of *Bulletin*.

Editor of *Stage Coach*.

6 Points

Business Manager, *Stage Coach*.

President of the Day Students.

Presidents of classes.

Honor Council members.

Chief Marshal.

Chief Dance Marshal.

Secretary of the Hall Council.

Chairman, Assembly Programs.

President of Y. P. S. L.

President of Altar Guild.

POINT SYSTEM

4 Points

Presidents of literary societies.

Marshals.

Dance Marshals.

Presidents of athletic associations.

Hall Presidents.

Members of Legislative body.

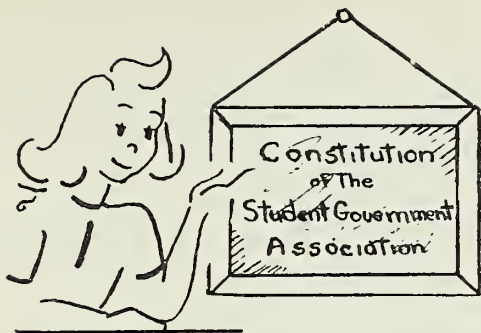
Editor of the HANDBOOK.

2 Points

Vice-Presidents of halls.

Presidents of various clubs.





Inasmuch as we the students of Saint Mary's School and Junior College wish to assume the responsibilities of honor and self-reliance and wish to promote successful group living, we hereby organize ourselves, with the co-operation of the faculty, into an association.

Article I: Name

This organization is the Student Government Association of Saint Mary's School and Junior College.

Article II: Purpose

The purposes are to inculcate into the students the principles of self-control, responsibility, and honor; to foster loyalty to the school; to maintain a spirit of co-operation between the students and faculty; to regulate student conduct; and to further in every way possible the best interests of Saint Mary's.

CONSTITUTION

Article III: Membership

Section 1. Every student in Saint Mary's School is a member of the Student Government Association.

Section 2. Every member is responsible for knowing the Constitution of the Student Government Association and all regulations governing student conduct.

All students after entering Saint Mary's will be formally inducted into the Association by saying *en masse*:

I have read the Student Handbook of Saint Mary's School. I accept the responsibility for knowing the contents of this Handbook and pledge my support in maintaining Student Government in fact and in spirit.

Article IV: Advisers

Section 1. A faculty adviser to the Student Government Association, and a faculty adviser to the Hall Council are appointed each year by the President of the school. The president of the Student Government Association and the chairman of the Hall Council may suggest to the President of the school the faculty members they desire as advisers.

Section 2. Duties of the faculty adviser to the Student Government Association :

- a) To consult with the president of the Student Government Association on all matters pertaining to the administration of student government affairs.
- b) To help train the Honor Council in methods of procedure, of obtaining evidence, and of analyzing information, and in the correct manner of writing reports to be submitted to the President of the school.
- c) To be adviser to the Honor Council in all hearings and deliberations.
- d) To act for the faculty adviser to the Hall Council in the absence of that adviser upon request of the Hall Council.

Section 3. Duties of the adviser of the Hall Council :

- a) To consult with the chairman of the Hall Council on all matters pertaining to dormitory and campus regulations.
- b) To help train the Hall Council in methods of procedure, of obtaining evidence, and of analyzing information.
- c) To be adviser to the Hall Council.
- d) To act for the faculty adviser to student government on request.

CONSTITUTION

Article V: Officers

Section 1.

- a) The principal student government officers, serving for one year, are: a president, a vice-president, and a secretary of the Student Government Association, a chairman of the Hall Council, a secretary of the Hall Council, a president of the day students. (See Article X, Section 3, b.)
- b) There are also the following officials: members of the Honor Council, class presidents, chairman of assembly programs, vice-chairman of the Hall Council, presidents and vice-presidents of the halls, chairmen of the Legislative Body, student members of the Legislative Body, chief marshal, four other marshals, chief dance marshal, and twelve other dance marshals.

Section 2.

- a) Duties of the President:
 - 1) To call and preside over all meetings of the Student Government Association and of the Honor Council.
 - 2) To appoint a senior to act as chairman of each class and of the day students until the presidents are elected.
 - 3) To appoint the student members of the Constitution Committee.

CONSTITUTION

- 4) To submit to the President of the school names of faculty members to serve in official capacities in the Student Government Association.
- 5) To serve on the Hall Council, *ex officio*.
- 6) To serve on the Legislative Body, *ex officio*.
- 7) To assume direction of matters not specifically assigned to other student government officers.

b) Duties of the Vice-President:

- 1) To perform the duties of the president in her absence or at her request.
- 2) To act as chairman of the Constitution Committee.
- 3) To serve on the Honor Council *ex officio*; to vote in place of an absent member.
- 4) To act as chairman of the New Girl Training Committee.
- 5) To serve as a member of the Legislative Body.
- 6) To secure in the fall from the President of the school the annual reports of the Honor Council, Hall Council, and Legislative Body of the previous year, and to submit them to the Legislative Body to be read at the first meeting.

CONSTITUTION

- 7) To collect at the end of each school year all records of the secretaries of the Student Government Association, Hall Council, Legislative Body, and to turn them over to the secretary to the President of the school, for safekeeping until the fall.
- c) Duties of the Secretary :
- 1) To record the proceedings of all meetings of the Student Government Association.
 - 2) To act as Secretary to the President of the Association.
 - 3) To act as Secretary of the Honor Council. (See Article VI, Section 4, b.)
 - 4) To post on the Association bulletin board after the formation of each committee of the General Student Government Association the names of the members and the faculty advisers to that committee. All such lists shall remain posted throughout the rest of the school year.
- d) Duties of the chairman of the Hall Council :
- 1) To call and preside over all meetings of the Hall Council.
 - 2) To be responsible for the general functioning of the Hall Council.
 - 3) To serve as a member of the Legislative Body.

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- e) Duties of the secretary of the Hall Council :
- 1) To keep full typed minutes of each Council meeting.
 - 2) To post on the Hall Council bulletin board a list of the offenses and their respective penalties.
 - 3) To notify students of penalties imposed upon them, and to post on the Hall Council bulletin board names and penalties as soon as the latter have been decided upon.
 - 4) To keep a file of every report and the manner of its disposition.
 - 5) To prepare in May for the President of the school a statistical report of all cases handled during the year. (A copy of this report goes to the presiding co-chairman of the Legislative Body in the fall to be read at the first meeting.)
 - 6) To perform general secretarial duties.
- f) Duties of the president of the day students :
- 1) To keep the day students informed of student government activities.
 - 2) To call and preside over meetings of the day students.
 - 3) To serve on the Legislative Body.

CONSTITUTION

- g) Duties of Honor Council members :
- 1) To attend all meetings of the Honor Council.
 - 2) To encourage an active co-operation with the Student Government Association.
- h) Duties of the chairman of assembly programs :
- 1) To plan programs for the regular Tuesday and Thursday assemblies. (A list of these must be posted in the President's office.)
 - 2) To preside over these assemblies.
- i) Duties of hall presidents :
- 1) To call and preside over meetings of their halls.
 - 2) To serve on the Hall Council.
 - 3) To enforce Hall Council regulations on their halls.
 - 4) To grant and be responsible for such dormitory permissions as they deem advisable.
 - 5) To keep their hall teachers informed of all changes and innovations instituted by the Hall Council, and all other important matters.

j) Duties of hall vice-presidents :

- 1) To assist their hall presidents at all times.
- 2) To attend Hall Council meetings in the absence or at the request of their hall presidents.

k) Duties of the chief marshal :

- 1) To list the duties of the marshals and to see that these duties are carried out.
- 2) To drop a handkerchief to mark the final dismissal of students at the close of the school year.

l) Duties of all marshals :

- 1) To act as ushers for the chapel services and for other formal occasions.
- 2) To maintain order in all student body gatherings.

m) Duties of the chief dance marshal :

- 1) To be responsible for the general performance of the dance marshals.
- 2) To consult with those giving the dances and with the dance marshals to see that all plans are carried out.
- 3) To see that the members of the receiving line are invited in writing at least a week before the dance.

n) Duty of the dance marshals :

To see that all plans of the Executive Committee of Dance Marshals are carried out.

Section VI: Honor Council

Section 1. The Honor Council of the Student Government Association is composed of the president of the Association, the vice-president of the Association, two juniors, one underclassman, one business student, and one day student (who shall attend on call, or when a day student is involved in a report). Of these the presiding officer has no vote except in case of a tie, and the vice-president has no vote except in the absence of a voting member.

The faculty adviser to the Association is faculty adviser to the Honor Council, and appears before the Council upon request.

At the beginning of each school year the returning members of the Honor Council of the preceding year, together with the president and vice-president of the Association and members elected by the senior class, act as a temporary Honor Council to serve until the new Honor Council has been elected. As soon as the new Honor Council is fully constituted, it is formally sworn in.

Section 2. The Honor Council has general supervision of the workings of the Student Gov-

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ernment Association, acts as a supreme court and advisory body to the Hall Council, and takes whatever action may seem advisable in order to maintain a high level of student conduct.

Section 3. The Honor Council determines the guilt or innocence of any student accused of an infraction of the Honor Code; adjudicates any case referred to it by the Hall Council; passes on any student's appeal from a Hall Council decision; supervises the assembly and chapel proctors; and makes needed revisions in the Point System.

Section 4. Officers of this body:

- a) A chairman whose office the president of the Association automatically fills. The president calls and presides over all meetings of the Honor Council, signs all reports of the Council, and gives to the student body the outline and disposition of every case acted on by the Council.
- b) A secretary who is elected in the fall by the Honor Council from its own membership. The secretary keeps full minutes of each Council meeting, writes and types all reports of the Council, notifies members of the meetings, performs general secretarial duties at all meetings of the student body, and communicates in writing to the students concerned (and when necessary, to faculty members concerned), the penalties decided upon

CONSTITUTION

and imposed by the Honor Council. In May the Secretary of the Honor Council must make and send to the President of the school a statistical report of all cases handled during the year. (A copy of this report goes to the presiding co-chairman of the Legislative Body in the fall to be read at the first meeting.)

Section 5. Except in meeting with the Executive Committee of the Faculty, Honor Council members may not discuss matters that come before them with any persons other than the following: fellow Honor Council members, the faculty adviser to the Honor Council, the President of the school, student petitioners, a faculty member under whose jurisdiction the infraction is alleged to have occurred. *The slightest infraction of this rule will be dealt with severely.*

Section 6. The Honor Council may summon before it and require testimony from any member of the Association or any member of the faculty, and may penalize any student who refuses to testify.

Section 7. For every case brought before it, the Honor Council sends to the President of the school a typed report containing the original report, a digest of the Council's findings, and its recommendations for the disposition of the case.

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Section 8. In all cases tried or reviewed before the Honor Council the accused student is personally heard in her own defense before penalty is recommended, unless, with the approval of the Council, she chooses to send a written statement or a representative.

Section 9. The disposition of each case brought before the Honor Council is, with names deleted, read before the student body as early as possible. Details concerning any case may be obtained by a written petition submitted to the Honor Council. Such petitions must be signed by three or more students, who will then appear before the Honor Council to receive explanations.

Section 10. The Honor Council, after consulting with the President of the school, passes on all organizations petitioning for a place on campus. The organization must submit to the Honor Council its constitution or a statement of its purpose.

Article VII: Hall Council

Section 1. The Hall Council of the Student Government Association is composed of the chairman of the Hall Council, vice-chairman, secretary, president of the student body (*ex officio*), hall presidents, and two day students (who serve only on cases regarding day students).

Except when substituting for hall presidents, hall vice-presidents attend Hall Council meetings only upon request.

The Hall Council faculty adviser attends meetings only upon request of the chairman.

Section 2. Duties of the Hall Council:

- a) To devise and codify all regulations in the hands of the students and not specifically under the jurisdiction of the Honor Council, and to administer penalties for violations of them.
- b) To give a student wishing to appear before the Hall Council in her own defense the privilege of a hearing.
- c) To modify or expand hall regulations for any one hall if sufficient provocation arises.

Section 3. Officers of this body:

- a) A chairman who is elected from the incoming senior class by the student body. (See Article V, Section 2, d.)
- b) A vice-chairman elected from the hall council serves as chairman upon request and assists the secretary.
- c) A secretary who is elected in the spring from the student body. (See Article V, Section 2, e.)

Section 4. The Hall Council meets weekly at a scheduled hour.

Section 5. Any student who tries to deceive the Hall Council shall be sent before the Honor Council for violation of the Honor Code. The Hall Council may refer any case to the Honor Council for final adjudication. Any student may appeal a decision of Hall Council to the Honor Council.

Article VIII: Legislative Body

Section 1. The Legislative Body of the Student Government Association is composed of faculty and student members. The faculty members are: acting dean of students, secretary to the President, adviser to the Student Government Association, the adviser to the Hall Council, and one member appointed yearly by the President of the school for a term of two years. Student members are: president of the Student Government Association, vice-president of the Student Government Association, chairman of the Hall Council, president of the day students, two representatives from the junior class, one representative from each of the other academic classes,* a representative from the business class, editor of the HANDBOOK, class presidents. The editor of the HANDBOOK and the president of the Student Government Association may not vote. The acting dean or the secretary to the President votes.

*An academic group, to merit representation as a class, must have its own class organization.

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Section 2. Duties of the Legislative Body :

- a) To pass or reject student petitions regarding social and dormitory regulations.
- b) To initiate such petitions and suggest amendments to the Constitution as seem desirable.
- c) To examine in detail and to pass or reject as seems advisable, all work done by the Constitution Committee.

Section 3. Officers of this body and their duties :

- a) Two chairmen, one elected from the faculty, the other from the student members. The faculty chairman calls and presides over all meetings during the *first* semester, explains to the student body the nature of petitions and the procedure for petitioning, and with the student chairman discusses all passed petitions with the President of the school. The student chairman calls and presides over all meetings during the *second* semester, with the faculty chairman discusses all passed petitions with the President of the school, and reports on the approved petitions to the Legislative Body and to the student body.
- b) A secretary, elected from the class representatives, who notifies members of the meetings, keeps minutes, keeps permanent records of all petitions, and performs general secretarial duties.

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In May the secretary of the Legislative Body prepares for the President of the school a statistical report of petitions considered during the year. (A copy of this report goes to the presiding co-chairman of the Legislative Body in the fall to be read at the first meeting along with reports from the Hall Council and Honor Council.)

Section 4. The first regular meeting is held before the first of November, when officers of this body are elected, and any desired committees appointed. A regular meeting is held the first or second week after the second semester to consider petitions. The last regular meeting is held not later than the first week in May. Special meetings may be called at the discretion of the chairman.

Section 5. A committee appointed by the faculty chairman of the body edits and classifies all petitions. One of the junior class representatives is chairman of this committee.

Section 6. Procedure for petitioning:

Petitions signed by three or more students may be submitted to a class representative, by whom they will first be edited and then be submitted to the Committee on Petitions. These petitions in their final form are posted on the Association bulletin board for at least three days before the mid-year meeting of the Legislative Body.

Section 7. A measure or petition is passed by a majority of votes.

Section 8.

- a) The petitions passed by the Legislative Body and approved by the President of the school are announced by the chairman of the body at a general Association meeting, are posted on the Association bulletin board, and are printed in the HANDBOOK for the following year. At the meeting the chairman explains the rejection of any petitions which failed to be passed and approved.
- b) Petitions ordinarily become effective upon their passage and approval. However, a petitioned regulation may become effective at any date decided upon by a two-thirds majority of the voting members of the Body and approved by the President of the school.

Article IX: Committees

Section 1. The New Girl Training Committee, composed of the vice-president of the Association as chairman and her appointees, supervises new girl orientation and holds training classes for all new girls.

Section 2. The Nominating Committee, composed of one senior appointed by the president of the senior class, two juniors appointed by the

president of the junior class, and one day student appointed by the president of the day students, nominates candidates for offices of the Student Government Association as provided for in Article X. The president of the Association acts as *ex officio* member. Outgoing student officers should be on the Nominating Committee when their successors are being selected. (In the case of the marshals, only the chief marshal serves.)

Section 3. The Constitution Committee, composed of the vice-president of the Association as chairman, two students appointed by the president of the Association, and two faculty members appointed by the President of the school, studies throughout the year the Constitution and prepares recommendations for revisions. It must be complete and submit its entire report to the Legislative Body before the latter's last regular meeting.

Section 4. The HANDBOOK Committee, composed of the Editor of the HANDBOOK and the faculty adviser, edits the STUDENT HANDBOOK.

Section 5. The Executive Committee of Dance Marshals, composed of the Chief Dance Marshal as chairman and the dance marshals receiving the highest number of votes in their respective classes, directs and has charge of all dances held at Saint Mary's, and submits to the President of the school suggestions for a faculty adviser.

CONSTITUTION

Article X: Elections

Section 1.

- a) All elections are based on recommendations of the Nominating Committees and, when desired, on nominations made from the floor.
- b) A student to be eligible for an office evaluated at eight or more points must have at least a C average; at six points, at least a C— average.
- c) *All student body nominations and those for class officers must be approved by the President of the school.*
- d) Nominations for all student government officers (except secretary of the Honor Council) must be officially announced and then posted on the Association bulletin board for at least twenty-four hours before the election.

(N.B.—When there is but one nominee for an office, she is declared unanimously elected:)

- e) For any election which involves the whole student body but which is not specifically provided for in the Student Government Association Constitution, the president of the Association appoints a special nominating committee.

Section 2.

- a) Elections are decided by a simple majority unless there are more than two nominees, in which case there must be selective voting. The president of the Association does not vote except in case of a tie.
- b) The Australian ballot-box system of voting is used in all elections of general Association officers, and may be used for others at the discretion of the president of the Association.

Balloting is held at a time and place specified by the president of the Association, and each student votes in secret and casts her ballot alone. All ballots must be written and signed; there is no absentee voting. Ballots are counted by the president and other officers of the Association, or by students appointed by the president. The results are announced and then posted on the Association bulletin board. The polls' captains are appointed by the president of the Association.

- c) In case of a vacancy in a major office a special election is called by the president of the Association.

CONSTITUTION

Section 3.

- a) The following student officers are elected *in the spring* to serve the following school year :
- 1) President of the Student Government Association.
 - 2) Chairman of the Hall Council.
 - 3) Vice-president of the Student Government Association.
 - 4) Editors of the *Stage Coach*, the *Bulletin*, and the *Belles*.
 - 5) President of the senior class.
 - 6) Senior Honor Council members.
 - 7) Marshals.
 - 8) Chief dance marshal and senior dance marshals.
 - 9) Secretary of the Hall Council.
 - 10) Chairman of assembly programs.
- b) Only members of the incoming senior class are eligible for election to the offices listed above with the exception of those marshals and secretary of the Hall Council, to which second year business students and students who have passed junior work are also eligible.
- c) Election of these officers must follow the order indicated above, and *no other elections are permitted until these are completed.*

Section 4.

- a) The following student officers are elected *in the fall* to serve for the school year:
- 1) President of the day students (elected from the senior class).
 - 2) Presidents of the academic classes other than the senior class, and of the business class.
 - 3) Members of the Honor Council except senior members.
 - 4) Hall presidents and vice-presidents a month after the opening of school.
 - 5) Five dance marshals from the junior class, three from the underclassmen, and one from the day students.
 - 6) Class representatives to the Legislative Body.
 - 7) Editor of the HANDBOOK.
- b) These elections must be completed within six weeks after the opening of the school.

Section 5.

- a) The president and vice-president of the Association, the chairman and secretary of the Hall Council, the marshals, the chief dance marshals, and the chairman of the assembly programs are nominated by the Association Nominating Committee and elected by the student body.

CONSTITUTION

- b) Editors of the *Stage Coach*, the *Bulletin*, and the *Belles* are nominated by a committee composed of the outgoing editors and the publications' adviser, and elected by the student body. The editor of the HANDBOOK is nominated by the publications staff and elected by the student body.
- c) The Association Nominating Committee nominates ten girls from the incoming senior class as marshal candidates, and the five elected go into office on the third Sunday before commencement. The nominee receiving the highest number of votes is chief marshal.
- d) Members of the Honor Council are nominated and elected by the groups they represent.
- e) All class officers and representatives to the Legislative Body are nominated and elected by their respective classes. Selective voting is employed.
- f) Of the twelve dance marshals the seniors elect three, juniors five, underclassmen three and day students one; the one in each class receiving the highest number of votes becomes a member of the Executive Committee of the Dance Marshals.
- g) A hall president and vice-president of each hall are elected at the end of the first school

month in the following manner: Girls of the hall hand to the teacher suggestions for nominees. The names of two girls nominated by the hall teacher are posted on the hall for twenty-four hours, and then voted on. The nominee receiving the highest number of votes becomes the hall president; the one with the next highest vote, the hall vice-president.

- h) The president of the day students is nominated and elected by the day students.
- i) Day students nominate and elect Honor Council and Hall Council representatives at the end of the first month of school by selective voting.

Article XI: Removal from Office

Any girl holding a major* office may be removed from office for abuse or gross negligence of her official duties, or for any conduct unbecoming to her office. A written statement signed by at least three girls and stating the nature of the offense must be handed to the president of the Association. The case is tried before a joint session of the Hall Council and the Honor Council. The defendant is present during the hearing of the case. The Hall Council, by itself, discusses the

*A "major" office is one that has at least six points, or that is filled by a student body election.

case and hands its recommendation to the Honor Council. The Honor Council makes the final decision, taking this recommendation into consideration.

Hall presidents may be removed from office by a three-fourths vote of the Hall Council.

Article XII: Meetings

Section 1.

- a) A formal meeting of the Association is held during the first week of the school year.
- b) A meeting may be called at any time by the president, or a special meeting at the written request of five members; the object of such a meeting must be stated in the request.
- c) Two-thirds of the members of the Association constitute a quorum.
- d) Unless otherwise provided, a majority vote of a quorum is binding.

Section 2.

- a) Regular meetings of the training groups of new girls are held during the first semester of the school year. The time of these meetings shall be decided upon by the vice-president of the Association.
- b) Attendance of the new girls at these meetings is compulsory.

Section 3. All business of the Association is conducted according to parliamentary procedure.*

Article XIII: Interpretation

All questions of interpretation of this constitution must be referred to the President of the school, whose decision is final.

*Roberts' *Rules of Order*, Revised.



OFFICERS, FACULTY, AND STAFF

1943-1944

Officers

Mrs. Ernest Cruikshank, *President*

Raleigh, N. C.

To be appointed, *Business Manager*

The Reverend I. Harding Hughes, *Chaplain*

Concord, N. C.

Faculty

Mrs. Edgar Alden	Burlington, Iowa
Elizabeth Bason	Burlington, N. C.
Mr. and Mrs. Russell Broughton	Raleigh, N. C.
Mrs. Harlan C. Brown, Librarian	Raleigh, N. C.
Geraldine Cate	Columbia, S. C.
Sally Digges	Charlottesville, Va.
Anne Christian	Charlotte, N. C.
Florence C. Davis	Raleigh, N. C.
Mary Helen Dodd	Lexington, Mass.
Margaret Duckett	Chapel Hill, N. C.
Mr. and Mrs. W. C. Guess	Raleigh, N. C.
Genevieve Senecal	North Adams, Mass.
Mary Ruth Haig	Bloomfield, Ind.
Mary Willis Douthat	Baltimore, Md.
Mrs. Wilson Hollowell	Dunn, N. C.

FACULTY ADVISERS AND STAFF

Mrs. LeRoy Smith	Apex, N. C.
Marjorie Lalor	Sargeantville, Me.
Nell Battle Lewis	Raleigh, N. C.
Ruth Lineberry	Raleigh, N. C.
C. A. P. Moore	Charleston, S. C.
Mabel Morrison	Halifax, Canada
Mrs. Theodore Partrick	Raleigh, N. C.
Ruth H. Scott	Kingston, N. Y.
Adelaide Winslow, Asst. Librarian	Rocky Mount, N. C.

Staff

Bessie B. Brown	Baltimore, Md.
Dr. H. B. Haywood	Raleigh, N. C.
Margaret Hopkins	Bel Air, Md.
Julia Jordan	Raleigh, N. C.
Mrs. Nannie H. Marriott	Raleigh, N. C.
Mrs. Hugh McLeod	Raleigh, N. C.
Mrs. L. B. Naylor	Raleigh, N. C.
Mary Lewis Sasser	Raleigh, N. C.
Mrs. Walter Simpson	Raleigh, N. C.
Elizabeth Tucker	Hertford, N. C.
Frances Vann	Franklinton, N. C.

STUDENT LIST

SESSION 1942-1943

*Day Students

Alexander, Meta Boykin	Boykin, S. C.
*Allen, Irene Estelle	Raleigh, N. C.
*Allen, Ruby Frederick	Raleigh, N. C.
*Anderson, Mary Juanita	Raleigh, N. C.
Archer, Mary Catherine	Charlottesville, Va.
Armistead, Charlotte Winston	Kinston, N. C.
*Atkins, Virginia Louise	Raleigh, N. C.
Barnes, Elizabeth Virdin	Charlottesville, Va.
Bass, Vidette Savage	Wilson, N. C.
Bassett, Mary Elizabeth	Bassett, Va.
Batchelor, Helen Williams	Nashville, Tenn.
Bell, Jane Durham	Red Springs, N. C.
*Bell, Jane Kestler	Raleigh, N. C.
Bellamy, Lillian Maxwell	Wilmington, N. C.
Benton, Harriet	Jackson, Tenn.
Blanton, Pauline Hood	Kinston, N. C.
Blount, Alexa Herritage	Pensacola, Fla.
Blount, Betsy	Washington, N. C.
Boaze, Meredith	Lexington, N. C.
*Bobbitt, Betty Anne	Raleigh, N. C.
Boykin, Meta Cantey	Boykin, S. C.
Bridger, Isabella Ann	Bladenboro, N. C.
Bridges, Meredith	Charlotte, N. C.
Britt, Betty Lou	Mt. Airy, N. C.
Brockman, Nancy McGee	Greenville, S. C.
Brooke, Fanny Lee	Alexandria, Va.

STUDENT BODY, SESSION 1942-43

Brooks, Jean	Kinston, N. C.
Broun, Beverley Clay	Charleston, West Va.
Browning, Anne Cabell	Culpeper, Va.
Bruff, Barbara Dashiell	Knoxville, Tenn.
Brundage, Ann C.	Tryon, N. C.
Burke, Elizabeth Graves	Hendersonville, N. C.
Burns, Mary deRosset	Fayetteville, N. C.
Burr, Anne Cumming	Wilmington, N. C.
Butler, Adelaide Caldwell	Charlotte, N. C.
*Camm, Felicia	Raleigh, N. C.
Camp, Olive	Franklin, Va.
Carrington, Catherine Langhorne	Lynchburg, Va.
Castellow, Marian Gail	Windsor, N. C.
Cates, Peggy	Hillsboro, N. C.
Chambers, Fay Morgan	Marion, N. C.
*Chase, Betty Landon	Raleigh, N. C.
Cherry, Gladys Elaine	Speed, N. C.
*Cheshire, Emily Shiell	Raleigh, N. C.
*Cheshire, Jane Clark	Raleigh, N. C.
*Chipley, Agatha Heritage	Raleigh, N. C.
Clark, Elizabeth Scott	Lynchburg, Va.
Clarke, Mary Fox	Maysville, Ky.
Cole, Margaret	Birmingham, Ala.
*Cole, Marjorie Glyn	Raleigh, N. C.
Compton, Edith F.	Charlottesville, Va.
Coons, Mary Ethel	Winston-Salem, N. C.
Cooper, Fannie Closs	Henderson, N. C.
Cooper, Mary Ann	Henderson, N. C.
*Cornick, Mary Bridger	Raleigh, N. C.
Council, Jane Cole	Wananish, N. C.

STUDENT BODY, SESSION 1942-43

Craig, Alice Louise	Concord, N. C.
*Craig, Mary Faith	Raleigh, N. C.
*Crawford, Charlotte Elizabeth	Raleigh, N. C.
Crook, Martha Cawthon	Jackson, Tenn.
Damtoft, Anne Elizabeth	Asheville, N. C.
Davis, Emma Britt	La Grange, N. C.
Dawson, Sarah Nelson	Cramerton, N. C.
Denny, Mildred Nelson	Scarsdale, N. Y.
deRosset, Margaret Huske	Fayetteville, N. C.
Dial, Caroline Banks	Columbia, S. C.
Dickey, Mary Gresham	Oxford, Chester County, Pa.
Dickson, Anne Talbott	Virginia Beach, Va.
Dille, Jane Evans	Roanoke, Va.
Divers, Jane Rolfe	Pulaski, Va.
Dixon, Mary Ann	Raleigh, N. C.
Drane, Rebecca Wood, Jr.	Monroe, N. C.
Drewry, Mary Holt	Henderson, N. C.
Dysart, Anne Barton	Greenville, S. C.
Eagles, Pauline Jeanne	Fountain, N. C.
Edmunds, Alice Ann	Greensboro, N. C.
Edwards, Elizabeth Liles	Tarboro, N. C.
Estes, Mary Drewry	Cascade, Va.
Evans, Essie Bryce	Forksville, Va.
Evans, Jane Carlton	Washington, D. C.
Everett, Sarah Baker	Palmyra, N. C.
*Ferguson, Florence Elizabeth	Raleigh, N. C.
Flanagan, Josephine	Greenville, N. C.
*Franks, Mary Lois	Raleigh, N. C.

STUDENT BODY, SESSION 1942-43

Freeman, Mary Virginia	Clarksville, Va.
*Fulton, Annette Thackwell	Raleigh, N. C.
Gaither, Bettie Wood	Elizabeth City, N. C.
Gant, Cordelia Wills	Danville, Va.
Gardner, Lucy Frank	Spring Hope, N. C.
Gardner, Mary Randolph	Spring Hope, N. C.
Gilman, Mary West	Portsmouth, Va.
Glenn, Evelyn Elizabeth	Greenville, N. C.
Godfrey, Katherine Louise	Jacksonville, Fla.
Godwin, Mary Charles	Williamston, N. C.
Goode, Shirley Gilbert	Lynchburg, Va.
Gower, Louise Toler	Rocky Mount, N. C.
Graham, Jane	Atlanta, Ga.
Grant, Evelyn Lucile	Knoxville, Tenn.
Grantham, Lena Mae	Stantonsburg, N. C.
Greene, Ann Delamater	Scarsdale, N. Y.
Groover, Margaret Wyche	Wilmington, N. C.
Gwyn, Mary Patricia	Waynesville, N. C.
Hackney, Elizabeth	Wilson, N. C.
Hamner, Joan K.	Philadelphia, Pa.
*Hampton, Henriette Dargan	Raleigh, N. C.
Harrison, Jane McGown	Greenville, S. C.
Hart, Mary Virginia	Chatham, Va.
Harwell, Betty Kerr	Columbia, S. C.
Hessler, Patricia LeMoine	Thomasville, N. C.
Hayes, Ruth Williams	Charlotte, N. C.
*Hicks, Betty Browne	Raleigh, N. C.
Hirst, Anne Heston	Purcellville, Va.
Hocutt, Helen Ann	Henderson, N. C.

STUDENT BODY, SESSION 1942-43

Hogg, Martha Page	Beckley, West Va.
*Hough, Mary Adams	Raleigh, N. C.
Hull, Anne Maxwell	Roanoke, Va.
Jenkins, Lillian Vaughan	Goldsboro, N. C.
*Jeter, Jane Gertrude	Raleigh, N. C.
*Johnson, Betty White	Raleigh, N. C.
Johnson, Mary Pierce	Weldon, N. C.
Jones, Mary Elizabeth	Talladega, Ala.
Justice, Edith	Cheraw, S. C.
*Justice, Mary Edith	Raleigh, N. C.
Kain, Alice Lyle	Chattanooga, Tenn.
*Kaplan, Judith	Raleigh, N. C.
Kemper, Clara Leigh	Shelby, N. C.
*Kendrick, Bettie Alexander	Raleigh, N. C.
Kiernan, Joyce	Jackson Heights, L. I., N. Y.
Kilbury, Elizabeth Marie	Little Rock, Ark.
King, Antoinette McComb	Lynchburg, Va.
Kinsey, Martha Mitchell	Petersburg, Va.
Kinsey, Phyllis McCord	East Orange, N. J.
Knott, Cornelia Hobgood	Farmville, N. C.
Krusen, Dorothy Christine	Zephyrhills, Fla.
LaRoque, Marguerite Harvey	Kinston, N. C.
Lassiter, Stella White	Potocasi, N. C.
Legg, Katherine Louisa	Henderson, N. C.
Legg, Maria Southerland	Henderson, N. C.
LeMaster, Jeanette	Upper Montclair, N. J.
Lewis, Mary Lynn	Greensboro, N. C.
Linton, Mandelee	Nashville, Tenn.
Linton, Margaret Andrews	Charlottesville, Va.

STUDENT BODY, SESSION 1942-43

*Lloyd, Doris Wynona	Raleigh, N. C.
Long, Caroline Moncure	Garysburg, N. C.
Long, Elizabeth McCaw	Winston-Salem, N. C.
*Love, Anne DeBoy	Raleigh, N. C.
Lucas, Cora Cox	Greensboro, N. C.
Lucas, St. Lawrence Fleming	Greensboro, N. C.
Lyon, Hannah Richardson	Fayetteville, N. C.
MacGregor, Merritte Dixon	Washington, D. C.
Mahone, Mary Margaret	Williamsburg, Va.
Manship, Mary Ann	Tatum, S. C.
Martin, Mary Louise	Roanoke Rapids, N. C.
Mauldin, Anne Bruce	Rock Hill, S. C.
Maultsby, Jane Winter	Whiteville, N. C.
Michaux, Elizabeth Lewis	Goldsboro, N. C.
Mitchell, Marilyn Marie	Roanoke, Va.
Moore, Ruth Rosenthal	Whiteville, N. C.
*Morris, Jean Anderson	Raleigh, N. C.
Myers, Caroline Clarkson	Charlotte, N. C.
McCann, Ellen French	Franklin, Va.
McCrorry, Mae Jean	Carter's Bridge, Va.
McDavid, Frances Field	Raleigh, N. C.
*McDonald, Miriam Alice	Raleigh, N. C.
McKinley, Sarah Louise	Birmingham, Ala.
McMillan, Emily Iris	Wilmington, N. C.
McNeny, Pauline Nethorn	Henderson, N. C.
*Niven, Martha Elizabeth	Raleigh, N. C.
Norton, Nancy Reed	Brooklyn, N. Y.
Nuchols, Delight Thompson	Charlotte, N. C.
Oast, Robena Ellen	Portsmouth, Va.

STUDENT BODY, SESSION 1942-43

Olive, Valeria Virginia	Lexington, N. C.
Osborne, Margaret Andrews	Welch, West Va.
*Overstreet, Patricia Faire	Raleigh, N. C.
Pagen, Patricia Farr	New York, N. Y.
Pagen, Terry Grisewood	New York, N. Y.
Parker, Jeannette Harriet	Jacksonville, Fla.
Parker, Margaret Stalker	Woodland, N. C.
Parker, Mary Louise	Clinton, N. C.
Paul, Mary West	Norfolk, Va.
*Pemberton, Carolyn Adele	Raleigh, N. C.
Pender, Elizabeth Jordan	Norfolk, Va.
Person, Mary Hodges	Stantonsburg, N. C.
Petesch, Elizabeth Adair	Birmingham, Ala.
Phlegar, Ann Trigg	Norfolk, Va.
Popkins, Mary Brooks	Leesburg, Va.
Price, Mary Ann	Kingsport, Tenn.
Pulliam, Lula	Wilmington, N. C.
Quinerly, Mary Darden	Ayden, N. C.
*Ragland, Henrietta	Raleigh, N. C.
Ramsey, Sally Wyatt	Lynchburg, Va.
Ray, Barbara Ann	Charlotte, N. C.
Redwood, Eleanor Taylor	Asheville, N. C.
Richardson, Daphne	Fayetteville, N. C.
Richardson, Sarah Flud	Asheville, N. C.
Riddle, Hannahlyn	Raleigh, N. C.
Riley, Helen Cruikshank	Camp Edwards, Mass.
Robinson, Muriel Craven	Richmond, Va.
Rodgers, Patsy Maria	Warrenton, N. C.
Rodwell, Margaret Jeffress	Warrenton, N. C.

STUDENT BODY, SESSION 1942-43

Rogers, Mary Faith Edens	Bennettesville, S. C.
Rogers, Sylvia Imogene	Smithfield, N. C.
Ross, Martha Joyce	Clinton, N. C.
Ross, Pattie Joaline	Clinton, N. C.
Rosser, Janet McLane	Vass, N. C.
Royall, Elizabeth Waddell	Goldsboro, N. C.
*Ruffin, Dorothy Haywood	Raleigh, N. C.
Rylander, Frances Davenport	Americus, Ga.
Sanborn, Sally	Goldsboro, N. C.
*Seltman, Ann Marie	Raleigh, N. C.
*Senay, Ellen Brent	Raleigh, N. C.
Shackelford, Margaret Spencer	Martinsville, Va.
Shamburger, Alice	Aberdeen, N. C.
Sharp, Anne Askew	Harrellsville, N. C.
Shaw, Elizabeth Coleman	Portsmouth, Va.
Sherrill, Ruth	Charlotte, N. C.
*Simpson, Jeannette Wine	Raleigh, N. C.
Skinner, Ann	Greenville, N. C.
Sloan, Jane Elliot	Charlotte, N. C.
*Smith, Floye Lowrance	Raleigh, N. C.
Smith, Gertrude Lawrence Murray	Fairfield, Conn.
Smith, Margo	Birmingham, Ala.
Smith, Maybelle Albertson	Rocky Mount, N. C.
*Soar, Marjorie Elizabeth	Raleigh, N. C.
Sowell, Mary Foster	Birmingham, Ala.
Stell, Joan Blount	Washington, D. C.
*Stephenson, Foy Ward	Raleigh, N. C.
Stevens, Anne Holladay	Burlington, N. C.
Stewart, Carolyn Joy	Milan, Tenn.

STUDENT BODY, SESSION 1942-43

Stockard, Virginia Della	Graham, N. C.
Stockton, Sara Elizabeth	Winston-Salem, N. C.
Stone, Margaret Andrews	Greensboro, N. C.
Stoney, Martha Washington	Anniston, Ala.
Stough, Anne Barrus	Kinston, N. C.
Stratford, Cora Harden	Graham, N. C.
Suiter, Mary Betty	Weldon, N. C.
Talbot, Caroline Brachenridge	Norfolk, Va.
Taliaferro, Caroline Davis	Cranford, N. J.
Taylor, Jane Allensworth	Henderson, N. C.
Taylor, Rosalie	Greenville, N. C.
*Telfair, Michelle	Raleigh, N. C.
Thomas, Eleanor Randolph	Charlotte, N. C.
Thomas, Marion Moore	Charlotte, N. C.
Thomas, Mary Lucile	Wilson, N. C.
Thompson, Betsy Scott	Graham, N. C.
Thomson, Mary Louise	Goldsboro, N. C.
Thornton, Frances	Wilmington, N. C.
Thornton, Kathryn Damaris	Palatka, Fla.
Thorp, Ivrin Jones	Fries, Va.
Thorpe, Phyllis Sherlock	Pelham Manor, N. Y.
*Tongue, Cornelia	Raleigh, N. C.
Tucker, Mary Arden	Warrenton, N. C.
Tucker, Sarah Frances	Raleigh, N. C.
Turner, Elizabeth Holland	Roanoke, Va.
Vaughan, Lucy Lee	Cranford, N. J.
Via, Betty Hope	Portsmouth, Va.
Waddell, Ann Lyttelton	Charlottesville, Va.
Waller, Charlot	Morganfield, Ky.

STUDENT BODY, SESSION 1942-43

Warner, Amy Ethel	Asheville, N. C.
Weaver, Patricia Exum	Asheville, N. C.
Wheeler, Meta Nichols	Marion, S. C.
Whisnant, Marie	Hickory, N. C.
Whitaker, Harriet Murray	Kinston, N. C.
Whitaker, Neva Bidgood	Kinston, N. C.
*White, Evelyn Ann	Raleigh, N. C.
Whitner, Harriette Newell	Charlotte, N. C.
*Williams, Helena Gragard	Raleigh, N. C.
Williams, Margaret	Asheville, N. C.
Williamson, Emily Yandell	Memphis, Tenn.
*Windes, Betty Ruth	Raleigh, N. C.
Winslow, Betty	Hertford, N. C.
Winslow, Margaret Penelope	Rocky Mount, N. C.
Winters, Dora	Washington, D. C.
Woodard, Mary Virginia	Rocky Mount, N. C.
Young, Alma Bryce	Dunn, N. C.
Yount, Margaret Ervin	Hickory, N. C.
Yount, Mary Caldwell	Hickory, N. C.

SPECIALS

*Macgill, Charles Richard	Raleigh, N. C.
McClamrock, Catherine	Raleigh, N. C.
*Russell, Anne	Raleigh, N. C.

SCHOOL SONGS

Learn these words before the opening of school:

SCHOOL HYMN

We build our School on Thee, O Lord
To Thee we bring our common need;
The loving heart, the helpful word,
The tender thought, the kindly deed.

We work together in Thy sight,
We live together in Thy love;
Guide Thou our falt'ring steps aright,
And lift our thoughts to heaven above.

Hold Thou each hand to keep it just,
Touch Thou our lips and make them pure;
If Thou art with us, Lord, we must
Be faithful friends and comrades sure.

We change, but Thou art still the same,
The same good Master, Teacher, Friend;
We change; but Lord, we bear Thy Name,
To journey with it to the end. AMEN.

—*Sebastian W. Meyer, 1908.*

ALMA MATER

(TUNE: "*Believe Me If All Those Endearing
Young Charms*")

Saint Mary's! wherever thy daughters may be
They love thy high praises to sing,
And tell of thy beauties of campus and tree
Around which sweet memories cling;
They may wander afar, out of reach of thy name,
Afar out of sight of thy grove,
But the thought of Saint Mary's aye kindles a
flame
Of sweet recollections and love.

Beloved Saint Mary's! How great is our debt!
Thou has cared for thy daughters full well;
They can never thy happy instructions forget,
Nor fail of thy virtues to tell.
The love that they feel is a heritage pure;
An experience wholesome and sweet.
Through the fast rolling years it will grow and
endure;
Be a lamp and a guide to our feet.

May the future unite all the good of thy past
With the best that new knowledge can bring.
Ever onward and upward thy course! To the last
Be thou steadfast in every good thing.

SCHOOL SONGS

Generations to come may thy fair daughters still
Fondly think on thy halls and thy grove
And carry thy teachings—o'er woodland and hill—
Of earnestness, wisdom, and love.

HAIL, SAINT MARY'S

Adapted from Margaret Mason Young, 1899

In a grove of stately oak trees,
Where the sunlight lies,
Stands Saint Mary's true and noble
'Neath the Southern skies.

*Far and wide, oh sound her praises,
Chorus full and free,
Hail, Saint Mary's, Alma Mater,
Hail, all hail to thee!*

Well we love the little Chapel,
Ever hold it dear;
Hear the echoes of the music,
Rising soft and clear.

Far and wide, etc.

There the ivy and the roses
Climb the old stone wall,
There the sweet, enticing bird notes
Sound their magic call.

Far and wide, etc.

There the bonds of friendship strengthen,
As her beauties charm,
We draw close to Alma Mater,
Trust her guiding arm.

Far and wide, etc.



*If this book is lost, another copy may be obtained
at the office for ten cents.*

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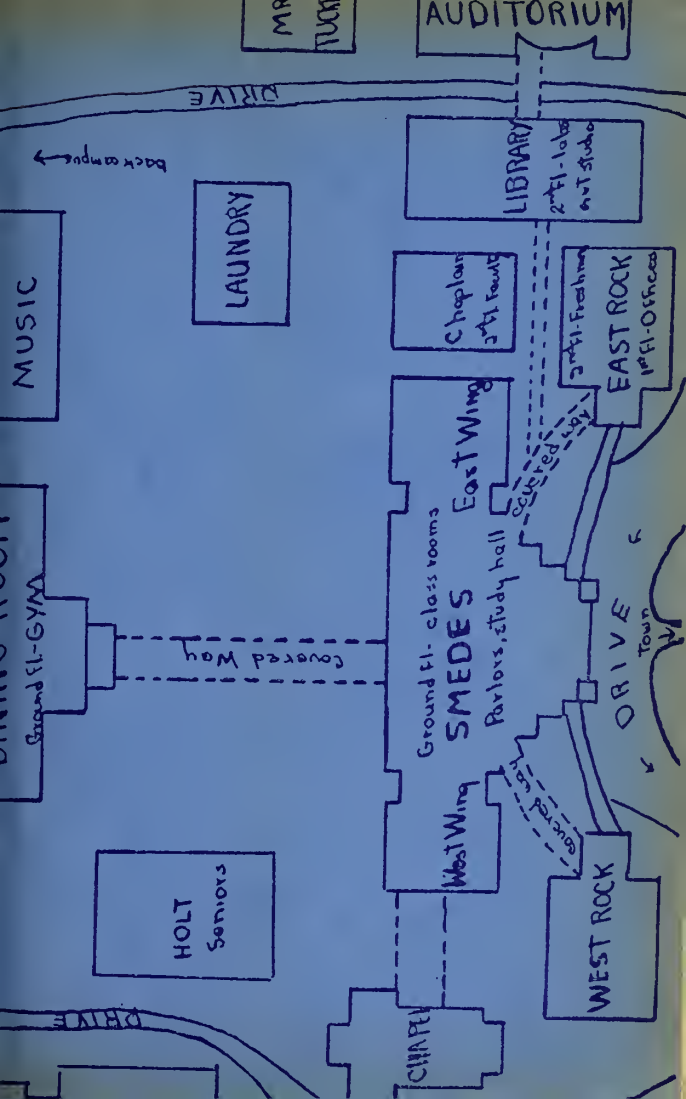
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Student
HANDBOOK

Saint Mary's
1944-1945



THE CHAPEL

To new and old students the Chapel is something more than just a place to attend; it is a refuge. Old students will remember and new ones will soon learn that our Chapel is the great leveler, the great comforter, and the great source if one wishes to seek it.

STUDENT HANDBOOK

SAINT MARY'S SCHOOL
AND JUNIOR COLLEGE

RALEIGH, NORTH CAROLINA

1944 - 1945

Edited for

Student Government Association

By JEANNETTE PARKER

BRING THIS BOOK WITH YOU

IMPORTANT, NEW STUDENTS

New students should read and become thoroughly familiar with the contents of this HANDBOOK before coming to school. During the first two weeks of school members of the New Girl Training Committee will hold classes to help new students learn the HANDBOOK thoroughly, and they will then give a test which all new students are required to pass.

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STUDENT GOVERNMENT OFFICERS

President Kate Broadfoot
Vice-President Sara Coe Hunsucker
Secretary To be elected from Honor Council

Honor Council Members :

Senior Class	} Isabelle Robinson } Betsy Durham
Junior Class	
Underclassmen	} To be elected

Chairman of the Hall Council
Mary Arden Tucker

Secretary of the Hall Council	} To be elected
President of the Day Students	

OTHER CAMPUS OFFICERS

Editor of the <i>Belles</i>	Maria Gregory
Editor of the <i>Bulletin</i>	Margaret Rodwell
Editor of the <i>Stage Coach</i>	Sue Moore
Business Manager, <i>Stage Coach</i>	Sibyl Goerch
Chief Marshal	Mary Tom Gilman
Chief Dance Marshal	Eleanor Thomas



WELCOME

We, the "old students" of Saint Mary's, extend a hearty welcome to you who are entering the school for the first time. As new students, you already constitute a strong proportion of our enrollment, but we believe you will soon lose your separate identity as "new girls" to become integral parts of our Student Government Association.

At first Saint Mary's may seem strange and different to you, but as you make new friends and become familiar with the routine of school life, we hope you will learn to love Saint Mary's as we do. As individuals you will be members of a group working for the welfare of all members, and thus for the welfare of the school.

In order that our Student Government Association may be an effectively functioning organization, all students should know and understand the rules and regulations by which we live. By familiarizing yourselves with our Handbook, you

WELCOME

can make life easier and more enjoyable for yourselves and your associates.

You will find "old girls" interested in you and ready to help you find a place for yourselves in school life. We are looking forward to having you with us, and we hope that Saint Mary's will soon mean as much to you as the school means to us and to those "Saint Mary's Girls" who have been here before us.

KATE BROADFOOT, *President,*
Student Government Association.





In the spring of 1937 at the instigation of the faculty the student body of Saint Mary's School voted to reorganize the then limited student government and to extend it to include all phases of student conduct. This adoption of complete student government based on the Honor Code was motivated by the students' belief that self-government guided by rigid honesty is the most intelligent and pleasant method of administering a well ordered society. During the years that this plan has been in operation a sufficient number of difficulties have been solved and smoothed out to convert the original "beliefs" into deep and stalwart convictions, convictions that are synonymous with principles. Years of such student government have made the whole student body jealous of this privilege of governing themselves; consequently, they regard any violation of the Honor Code as an attack on, and as dangerous to, student government, and naturally punish it promptly, justly, and appropriately.

But more important and significant than simply maintaining student government is the attitude

that has developed within the whole student body toward the single idea on which the whole student government is built: HONESTY. Here a girl's word is her bond. When questioned officially, whether in the classroom, on the athletic field, or anywhere else, a girl is *expected* and *required* to be *rigidly truthful*. Obviously, honesty of *word* is but a mockery unless accompanied by honesty of *action*. Defined simply, cheating* is securing information at a time and in a manner that is not permitted. Stealing is taking and keeping, without permission from the owner, anything that belongs to somebody else. Too, a student must have *written permission* in order to leave the campus. Thus, lying, cheating, stealing, and leaving the campus without permission are the four worst violations of the Honor Code.

The contributions of Saint Mary's School to the growth and development of a girl's character cannot be summed up in the mere words of this or that particular code. The Constitution and Regulations of student government, the accumulation of one hundred years of tradition, the atmosphere of the school's stately lawns and buildings, the lasting achievements of past administrators and students, and the high purpose and scholastic standing of the school all mingle into a single enduring force that indelibly leaves its mark on every Saint Mary's girl. Thus is she known.

*See page 47 for full definition.



1944

September 11, Monday:

Faculty assembly; registration and classification of day students.

September 12, Tuesday:

New resident students report.

September 13, Wednesday:

Returning resident students report; registration and classification of resident students; placement tests for new students.

September 14, Thursday:

Opening service of Advent Term.

November 1, Wednesday:

All Saints: Founders' Day.

November 30, Thursday:

Thanksgiving Day.

**December 19, Tuesday:*

Christmas vacation begins at 3:45 P.M.

*Changes may be made, if necessary, to meet war conditions.

SCHOOL CALENDAR

1945

January 3, Wednesday:

Resident students report by 10:00 P.M.

January 29, Monday:

Easter Term begins.

February 14, Wednesday:

Ash Wednesday: Lent begins.

**March 15, Thursday:*

Spring vacation begins at 1:00 P.M.

March 21, Wednesday:

Spring vacation ends, 10:00 P.M.

March 30, Friday:

Good Friday.

April 1, Sunday:

Easter Day.

May 12, Saturday:

Alumnæ Day.

May 27-28:

Commencement.

*Changes may be made, if necessary, to meet war conditions.

The rules set forth here form a pattern of behavior expected of a Saint Mary's girl. They do not pretend to list undesirable actions which are incompatible with dignity and self-respect and are permitted nowhere. In general she is expected to conform to the live-and-let-live principle of any democratic, well-ordered community.

A girl is expected to report herself in writing when she breaks any school regulations.



STUDENT REGULATIONS

I. SOCIAL REGULATIONS: ON CAMPUS

A. Dormitories

1. Students must be on their own halls at 10:00 P.M.
2. *Underclassmen* must be in their rooms with lights out at 10:30 P.M.
3. *Upperclassmen* must be in their rooms with lights out at 11:00 P.M.
4. Students attending concerts, dances, etc., must have lights out thirty minutes after returning.
5. Rooms must be reasonably neat at all times.
6. *Quiet must be observed* on the halls during the following hours:
 - a. Monday through Friday
 - 9:00 A.M.—1:00 P.M.
 - 1:45 P.M.—3:45 P.M.
 - 7:30 P.M.—9:30 P.M.
 - 10:00 P.M.—7:00 A.M.

STUDENT REGULATIONS

b. Saturday

9:00 A.M.—1:00 P.M.

10:00 P.M.—8:00 A.M.

c. Sunday

2:00 P.M.—3:30 P.M.

(All girls except Seniors must remain on their halls)

10:00 P.M.—7:00 A.M.

7. Students may spend Saturday nights out of their rooms *if they sign up with the hall presidents concerned.*
8. DO NOT DISTURB: This sign is given to each girl and *must not be crossed.*

B. Chapel and Assembly

1. Chapel services are on Mondays, Wednesdays, and Fridays at 8:35 A.M. (and Tuesday nights after dinner for resident students). Every student must attend and take her assigned place. *Doors are closed at 8:40 A.M.*
2. Student Assembly is in the auditorium at 8:25 A.M. on Tuesdays and Thursdays. Resident students must attend and take assigned places. *Doors are closed at 8:30 A.M.*
3. Sunday at 10:35 A.M. resident students assemble in the study hall before going to church.

STUDENT REGULATIONS

C. Meals

1. Students must attend all meals except :
 - a. Saturday morning breakfast.
 - b. Saturday lunch.

D. Telephones

1. Pay telephones may not be used during quiet hours.
2. The general office telephone in East Rock is available to students from 4:00 to 6:00 p.m. on weekdays for INCOMING CALLS only.
3. All telephone calls are limited to five minutes.

E. Smoking

Besides the school's belief that smoking is detrimental to adolescent girls, the matter presents difficult problems when both high school and college students are concerned. For these reasons, Saint Mary's does not permit smoking in school.

Away from school girls may smoke :

1. In public places accompanied by approved chaperons, with their permission.

STUDENT REGULATIONS

2. In private homes with the permission of the hostess.

II. SOCIAL REGULATIONS: OFF CAMPUS

- A. Each student is responsible for seeing that she is signed in and out *correctly* and that she has the required permission. She may not leave the campus without one.
- B. Students are not allowed to ride in private cars without special permission.
- C. Two or more students go down town together.
- D. Little Store (stores a block down and on opposite side of street from Saint Mary's store at Boylan Apartments, and the Toddle House).
 1. Students may go to the Little Store once any weekday *for half an hour*, 2:45-6:00 p.m.
 2. Students who sleep through Saturday breakfast may go to the Little Store or to the Toddle House once during the morning, for forty-five minutes.

STUDENT REGULATIONS

3. Students may go to the Little Store on Saturday for lunch between 1:00-2:00 p.m.

E. Town*

1. *Seniors:*

- a. Seniors have four town permissions a week, 2:45-6:00 p.m.; one can be taken 6:00-10:00 p.m., Saturday.
- b. All persons living in Holt sign in the Senior Book for afternoon town leave.
- c. Two seniors and dates may go to lunch and movies on Saturday, 1:00-6:00 p.m., or that night to dinner and movies, 6:00-10:00 p.m. Not in cars.
- d. Four or more seniors may go to dinner and movies on Saturday night, 6:00-10:00 p.m.

2. *Juniors:*

- a. Juniors have three town permissions a week, Monday through Friday, 2:45-6:00 p.m.; Saturday, 1:00-6:00 p.m.
- b. Juniors sign the Town Sheet for shopping and movies.

*Town permissions may be reduced in number if a student's work is found unsatisfactory.

STUDENT REGULATIONS

- c. Four or more juniors may go to lunch and movies with dates on Saturday, 1:00-6:00 p.m. Not in cars.

3. *Underclassmen:*

Underclassmen have two town permissions a week, Monday through Friday, 2:45-6:00 p.m., Saturday mornings, 9:30 a.m.-12:45 p.m., or Saturday afternoon, 1:00-6:00 p.m.

F. Invitations

1. Students may go out with friends

On Sunday

12:30-5:00 p.m.

6:00-9:00 p.m.

On Saturday

1:00-6:00 p.m.

6:00-9:45 p.m.

(If combined, these Saturday invitations count as two permissions.)

10:30 a.m.-7:30 p.m. (High School students only).

2. Invitations for Saturday or Sunday must be received and approved by Mrs. Cruikshank, or Miss Davis, or Miss Tucker by 1:00 p.m. Saturday.

STUDENT REGULATIONS

3. Students may not leave the home of the hostess unless accompanied by her, or unless special permission is obtained.
4. Invitations must be received directly through the school, not through the student. In general, hostesses must call for students whom they wish to invite out and return with them to school.*
5. A written permission from parents releasing the school from all responsibility is required for students to ride out of Raleigh in privately operated cars.

G. Week-ends:

1. Students may leave after classes on Friday and must return by 6:00 p.m. on Sunday. Exceptions as to time of departure will be dealt with as they occur.
2. In addition, each senior may take one extended week-end each semester, after her last class, Thursday to Sunday, 6:00 p.m.

*Subject to modification

STUDENT REGULATIONS

3. Students may take two Saturday nights each semester from 1:00 p.m. Saturday until 10:30 a.m. Sunday morning. Seniors may extend one of their Saturday overnight privileges to nine o'clock Sunday night.
4. Students may put their two Saturday night privileges together and count them as a week-end to begin on Saturday after classes and end Sunday night at 9:00 p.m.
5. Students *may not* take a week-end if they have to miss a class in a subject in which they have a failing grade.
6. No one may take a week-end without permission from the President, written permission from home, and a written invitation from her hostess. Application for a week-end permission must be filed in Miss Tucker's office by Thursday.
7. Usually no week-ends are granted during the first four weeks of school, during December and January, immediately before or after spring vacation, or during the last two weeks in May. New students are not allowed week-ends during the first five weeks of school.

STUDENT REGULATIONS

- a. Students may leave school after their mid-term examinations for the rest of the week provided they count this absence as a week-end or "two Saturday nights."
8. Extra week-ends :
- a. Honor Roll* students may take one extra week-end at the end of the quarter.
 - b. Honorable Mention† students may take an extra extended Saturday night (Saturday 1:00 p.m.-Sunday 6:00 p.m.) at the end of the quarter.

H. Guests

1. Students may have guests for the week-end, *beginning Saturday*. Apply to Miss Tucker for permission not later than Thursday.
2. Only sisters, prospective students, and recent alumnae may be entertained overnight.
3. Guests must follow the regular routine life of school.

*B + Average.

†B Average.

STUDENT REGULATIONS

4. Permission for guests in the dining room may be obtained from Mrs. Cruikshank, Miss Davis, or Miss Tucker.

I. Dates

(Dates should be introduced to faculty hostess.)

Girls may have dates on Saturday afternoons (3:00-6:00) and evenings, 8:00-10:00; and on Sunday afternoons, 3:30-5:00 (boundary line runs east and west in front of Smedes).

J. Dances

1. Girl-break dances are held once a month in the gymnasium, 8:00-11:00, except during Lent.
2. Students may attend college dances, these to be included in the overnight permission and week-ends.
3. Students attending dances in Raleigh must stay out in town chaperoned by their mothers. If this is not possible, a limited number of girls may stay at the home of Mrs. Hugh McLeod (Saint Mary's hostess); or in small groups chaperoned by mothers of other Saint Mary's girls attending dances, if

STUDENT REGULATIONS

agreeable to the mother. Permission to spend nights in private homes in Raleigh is given only when girls are with their own mothers.

4. Girls attending dances at the University of North Carolina are expected to stay at the Carolina Inn unless with their parents; on week-ends with their friends they are expected to be in within an hour after the dance. Girls attending dances at Wake Forest, Davidson, or elsewhere are expected to be in within one hour after the dance.

Important

All students must return to Saint Mary's immediately upon arrival in Raleigh regardless of the time, unless accompanied by parents.

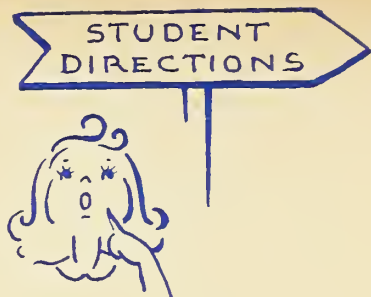
III. DAY STUDENT REGULATIONS:

1. Day students must attend chapel at 8:25 a.m. on Mondays, Wednesdays, and Fridays.

STUDENT REGULATIONS

CUTS: High School day students have three chapel cuts per month; college day students have four.

2. While day students are not required to attend assembly Tuesday and Thursday at 8:25 a.m., the President of the Day Students should post all notices applicable to day students.
3. Day students making an average of C (75) or above may leave the campus during their free periods, with written permission from home.
4. Day students must present written explanation from home for any absence from class or other school duty.
5. Day students may *not* smoke on the campus.
6. Day students may *not* go to dormitory rooms during class hours *or* meal hours.



A. DORMITORIES

1. BEING QUIET IS BEING CONSIDERATE.
2. Girls dress appropriately for dinner, with stockings or leg make-up.
3. Girls dress formally for dinner before concerts and special occasions.
4. Bandanas are not permitted in dining room or in class.
5. Girls should be fully dressed to appear in the lower halls or parlor floor of Smedes.
6. Students *must* wear soft bedroom slippers or scuffs on dormitory halls.
7. Students must not deface walls or furniture.
8. Don't cross *DO NOT DISTURB* signs.

STUDENT DIRECTIONS

B. OFF CAMPUS

1. Weekday special permission slips must be filed at Miss Davis' desk immediately after lunch, except on Tuesdays and Thursdays. On these days permission slips are signed in Miss Tucker's office. (Subject to variation.)
2. At any time on Saturday, students may sign the Town Sheet on the parlor table for Saturday night movies. Chaperon necessary (not for seniors).
3. Students should be suitably dressed when leaving school. Hats, stockings, and gloves are required.
4. Girls must not go into office buildings or hotels unchaperoned, or south of the Sir Walter Coffee Shop.
5. Students wishing to skate must sign after 2:45 p.m. with the faculty hostess, and use the Hillsboro Street sidewalk or the sidewalk behind the school. Limit, one hour.
6. Students wishing to go walking must sign after 2:45 p.m. with the faculty hostess and walk on St. Mary's Street. Limit one hour.
7. Students wishing to ride horseback must sign up with Miss Tucker before 1 o'clock.

STUDENT DIRECTIONS

C. STUDY HALL

1. Students making up supervised study hall must leave a signed statement stating this, on the study hall desk before 7:30 p.m.
2. Students who study in classrooms should leave them in order.

D. SUN PORCH REGULATIONS

1. No radios or food and drink.
2. No standing *on* the rail.
3. Only twenty girls on the porch at one time.
4. *Reasonable quiet* necessary.
5. Articles brought on roof should be taken back to owner's room.
6. Rooms passed through should not be disturbed.
7. Girls must sign up on pads provided for that purpose.
8. Staying limit: one hour.

E. FIRE DRILLS

The signal for fire drills is the siren and ten rings of the bell.

Girls on Halls:

1. Turn on lights.
2. Close windows.
3. Take towel (bath).
4. Put on coat.

STUDENT DIRECTIONS

5. Close door and transom of room.
6. Stand at appointed place in hall. (Unless hall teacher rules differently, the appointed place shall be single file at the head of the stairs.)
7. "Number off" when signal is given by fire captain.
8. Proceed (single file) down appointed stairway to appointed place on the campus.
9. Again "number off" when signal is given by captain (to see that everybody is out).
10. Return to hall at signal of one bell.
11. *Quiet must be maintained during the whole drill.*

F. THE HUT

The Recreation Hut, *mainly a faculty retreat*, is available to student groups or clubs for such things as special suppers or picnics under the following conditions:

1. Applications for use of the Hut must be submitted to the head of the physical education department (well in advance of date desired).
2. Whoever uses the Hut must be responsible for cleaning up and leaving the house and grounds in order.

G. LIBRARY

1. Library hours :

Weekdays, 8 :30 a.m.-9 :45 p.m.

Sundays, noon-9 :45 p.m.

A trained librarian is on duty :

Monday-Friday, 8 :30 a.m.-4 :30 p.m.

Saturday, 8 :30 a.m.-1 :00 p.m.

Three evenings a week, 7 :30-9 :45 p.m.

2. New students will visit the library during the first week of school. They will be shown the arrangement of the library and the method of charging out and returning books.
3. A course in the use of the library is given to all new students during the first semester.
4. Library regulations will be posted on the bulletin board in the library during the first two weeks of school. Students must familiarize themselves thoroughly with these regulations.
5. Names of students who have overdue books, or who owe library fines, are posted each morning on the Library bulletin board in the East covered way for resident students, and on the day students' bulletin board for the day students. Students are expected to consult these bulletin boards each morning, and report to the library when their names are posted.

STUDENT DIRECTIONS

6. A student who receives a *yellow* library notice should answer it during her first free period and bring the notice with her. Library notices for resident students are placed in their mail boxes; those for day students are posted on the day students' bulletin board.
7. The following library offenses are dealt with by the Honor Council:
 - a. Taking a *reference* book from the library.
 - b. Taking a book from the library *without leaving its signed card*.
 - c. *Mutilation* of any library property, such as marking in books, clipping newspapers, or defacing furniture.

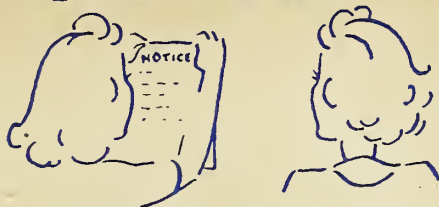
H. GENERAL

1. When the hostess comes late to the table in the dining room, the girl sitting on her right or left stands and seats her.
2. Upon leaving the dining room, students should leave the building, not linger on the stairway.
3. *Personal notices should be answered either immediately or at the time specified.*
4. Infirmary slips must be secured from Miss Davis or from Miss Tucker's office if a student has to go to the infirmary during school hours.

STUDENT DIRECTIONS

5. At the beginning of each session new students will be assigned to members of the faculty who will act as advisers. *Each student must report to her adviser every two weeks during the first quarter; thereafter, she reports immediately upon receiving her grades. Old students report to their last year's advisers.*
6. Students whose grades are unsatisfactory may be required to give up one or all extra-curricular activities.
7. All students attend choir practice on Sunday morning at 9:30 a.m.
8. *Students are responsible for reading the bulletin board notices which affect them.*
9. In church, particularly, it is rude to turn and stare at late comers.

BULLETIN BOARD



ORGANIZATIONS

I: HONORARY

The Order of the Circle

President	Ann Edmunds
Secretary	Mary Arden Tucker
Treasurer	To be elected

“As the Circle symbolizes unity, so the purpose of this organization shall be to promote a spirit of co-operation among the students by the cultivation of high ideals of service, fellowship, citizenship, and scholarship and to assist new students in finding their place in school life and activities.”

Literary Societies: **Sigma Lambda and E. A. P.**

Sigma Lambda

President	Sibyl Goerch
Other Officers	To be elected

ORGANIZATIONS

E. A. P.

President	Anne Cutts
Other Officers	To be elected

The Literary Societies choose new members on the basis of writing ability of applicants. During the year the members write poetry, essays, short stories, debates; and each member must submit two compositions. The best of these is submitted to judges, who award points to the best ones. At the end of the year the society whose members have written the best papers wins the cup.

Letter Club

President	Bess Parker Banks
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The Letter Club is the Honorary Athletic society. Its members, those girls making two all-star teams in any of the major sports, are given their association insignia.

Le Cercle Francais

Officers	To be elected
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The purpose of Le Cercle Francais is to furnish enjoyable activity for those students who have reached a certain degree of proficiency in the spoken and written language. The programs include songs, games, skits, puppet shows, and talks on art, music, and travel.

II: VOLUNTARY

Altar Guild

President

Mary Holmes

The Altar Guild, which has charge of preparing for chapel services, is composed of seniors.

Choir

Membership in the choir is open to any student. The choir vests on Sunday and special festivals.

Glee Club

Glee Club members are chosen from the applicants by the head of the music department. Every spring the glee club presents a program.

Political Science Club

Officers

To be elected

The Political Science Club is open to all juniors and seniors. At its meetings a guest speaker or the director, Mr. Guess, addresses the group on present political problems.

Dramatic Club

Officers

To be elected

The Dramatic Club, sponsored by Miss Davis, is open to everyone in school. Its members present several plays to the student body, and attend plays given by the Raleigh Little Theatre.

ORGANIZATIONS

Canterbury Club

President	Caroline Long
Vice-President	To be elected
Secretary-Treasurer	To be elected

The Canterbury Club, a religious organization for Episcopal Church Colleges, carries out a varied program of worship, study, fellowship, and service at Saint Mary's. Although membership is voluntary for boarding students of all denominations, it is hoped that all girls will contribute, through the Canterbury Club, to the support of an orphan at the Thompson Orphanage in Charlotte, N. C.

III: AUTOMATIC

Athletic Association: Sigma and Mu Societies

Sigma

President	Barnie White
Vice-President	Betty Griffin

Mu

President	Margaret Martin
Vice-President	Mary Dickey

These are two athletic clubs, Sigma and Mu, to one of which every girl in school belongs. The four officers named above and the two physical education instructors make up the Athletic Board,

ORGANIZATIONS

which plans the year's program of extracurricular athletic activities and keeps records relating to the athletic point system.

The athletic activities at Saint Mary's are divided into major and minor sports. As these sports are carried through the year, teams are chosen and tournaments are played. Individual girls are given points for making teams or placing in tournaments. Also points are given to the athletic association whose members win a tournament.

At the end of the year the Athletic Board makes awards as follows:

1. The athletic club receiving the highest number of points gets the plaque that is presented each year to the winning club.
2. The three individual girls making the greatest number of points during the year receive the highest athletic award.
3. The most outstanding girl in each major sport receives an award.
4. Girls making one all-star team are presented with a star. Girls making two all-star teams are asked into the Letter Club, the honorary athletic society, and are presented with the club insignia.
5. If a girl has not received an award but has accumulated three hundred points, she is

given a special award for points. It is quite possible for the girl who is interested but not outstanding to make 300 points in two years.

Deutscher Verein

Officers To be elected

The Deutscher Verein is made up of German language students.

The Granddaughters' Club

Officers To be elected

The Granddaughters' Club is composed of the girls whose mothers or grandmothers are alumnae of Saint Mary's. Directed by the Alumnae Secretary, they make money to send cigarettes to armed forces overseas.

The Doctors' Daughters' Club

President	Stuart Verdery
Vice-President	Frances Shackelford
Secretary-Treasurer	To be elected

Girls whose fathers are doctors make up the Doctors' Daughters' Club, under the leadership of Mrs. Naylor. Their aim is to help those people who are less fortunate than themselves.

STUDENT PUBLICATIONS

Editor of the <i>Belles</i>	Maria Gregory
Editor of the <i>Bulletin</i>	Margaret Rodwell
Editor of the <i>Stage Coach</i>	Sue Moore
Business Manager, <i>Stage Coach</i>	Sibyl Goerch
Editor of the HANDBOOK	To be elected

There are four student publications at Saint Mary's: the *Stage Coach*, the *Bulletin*, the *Belles*, and the *Handbook*. The *Stage Coach* is the annual, given out each year on Class Day. The *Bulletin* is the literary magazine, published in December, March, and June. The *Belles* is the semi-monthly newspaper. The *Handbook* is the manual of the Student Government Association.

The publications staff, under the direction of the three editors, serves all four publications and therefore does a good deal of varied kinds of writing. Consisting of about twenty-five members, it is chosen from the school at large by the editors and the faculty adviser on the basis of writing ability in competitive trials at the beginning of each year. Girls are urged to try out for the staff.

A girl who is a member of the publications staff for two years, and whose journalism work is specially commended by the three editors and faculty adviser, will receive 4 semester hours credit toward graduation.

At the end of each year the three newly elected editors, business manager, and outstanding members of the staff are awarded keys for their excellent work.

MARSHALS

Chief Marshal

Mary Tom Gilman

Marshals

{ Josie White
{ Caroline Long
{ Helen Davis
{ Frances Avera

New marshals are elected by the student body from the rising senior class, and assume their duties on the third Sunday before commencement. The marshals take the offering in chapel, lead chapel lines, act as ushers at entertainments in the auditorium, and in general maintain order at all student body gatherings.

DANCE MARSHALS

Chief Dance Marshal

Eleanor Thomas

Senior Dance Marshals

Three to be elected

Junior Dance Marshals

Five to be elected

Underclassmen Dance Marshals

Three to be elected

Day Student Dance Marshal

One to be elected

Business Class Dance Marshal

Two to be elected

The dance marshals supervise all dances at Saint Mary's. The chief dance marshal and her executive committee of dance marshals, together with the adviser, work out the plans for every dance and are responsible for seeing that everything runs off smoothly.

CUSTOMS AND TRADITIONS

At Saint Mary's as at all other schools, it is upon the customs and traditions that the co-ordination of the student body and the cultivation of school spirit depend. These customs are legacies of the present classes and inheritances of the classes to come.

Seniors

1. Every senior has a "little sister," chosen from the underclassmen, whom she helps and advises.
2. Seniors give a formal dance in December.
3. The night preceding Christmas holidays the seniors give a Christmas pageant in the chapel. Early the next morning they sing Christmas carols to the students and faculty on the campus.
4. During the last month of school, seniors have tables reserved exclusively for them.

Juniors

1. Juniors entertain the faculty and the student body at a "spook party" given annually at Hallowe'en.
2. The juniors give the Junior-Senior dance in honor of the seniors.
3. Juniors make the daisy chain that the seniors carry on class day. (Out for duration.)

General

1. As a part of orientation, the school gives the Old Girl-New Girl party on the first Saturday night after school has opened.
2. Students welcome visitors by singing to them in the dining room.
3. Dance Marshals have girl-break dances once a month, generally, in the gymnasium.
4. The student body remains at school Easter in order to participate in the early morning service.
5. Step singing at the end of school is the formal farewell of the seniors to the school and of the other classes to the seniors.
6. White dresses, though not formal ones, are necessary for Easter and Commencement.
7. After graduation exercises, school is formally dismissed by the chief marshal when she drops a handkerchief in front of the whole school standing in a semi-circle.



ABOUT CLOTHES:

You'll need:

Cottons for spring and fall, wools for dinner and dates, suits for concerts.

Skirts and shirts; some have as many as seven or eight, but two or three good ones with several matching sweaters will do.

One or two evening dresses for campus concerts and formal dances.

A short white dress for Easter and commencement.

High heels for dinner and town.

ABOUT NECESSITIES:

You'll need:

- Flashlight
- Laundry bag
- Sewing bag
- Clothes brush
- Clock
- Shoe bag

Skirt hangers
Sweater stretcher
Study lamp
Name tapes
Soap dish
Hatbox
Sock stretcher
6 towels
Wash cloth
6 sheets
3 pillowcases
Blankets
1 pillow
Hot water bottle
Pair of bedspreads
Comfort
6 linen napkins
Umbrella

Because of war-time restrictions students should bring the following equipment for the physical education program :

Bathing cap
Tennis racket
Can of tennis balls
Slacks, play suit, shorts, or tennis dress.
If you have an opportunity to buy a gym suit from a former Saint Mary's girl, be sure to do so.
Heavy sweater or jacket

ABOUT THAT ALLOWANCE:

Some girls live on less than ten dollars a month; simple to do if you're wise.

You'll need it most of all for stamps, donations, contributions, room furnishings, and the Little Store.

And of course you'll put *at least ten per cent of your allowance in War Savings Stamps*. The *Belles Staff* comes around to your room every two weeks to sell them.

ABOUT GETTING AHEAD:

STUDY, STUDY, AND STUDY SOME MORE.

Learn school songs.

Go in for some extracurricular activities such as publications, glee club, etc., but limit yourself to three or four and be sure to do these well.

Read the bulletin board.

Know everyone, students and faculty, people are important.

Know your HANDBOOK thoroughly. Be on time for meetings and appointments.

Don't borrow money.

DON'T WASTE TIME TALKING ABOUT WORK—DO IT!

Courtesy and politeness are inexpensive. Use lots of both.

ABOUT STUDYING:

Work hard. Afternoon studying is necessary if you want to go to classes prepared.

BEGIN YOUR OUTSIDE READING THE DAY IT IS ASSIGNED AND KEEP IT UP.

Take good, brief notes in class. Don't rely on memory or on using your neighbor's notes; her hieroglyphics won't mean a thing to you.

Get assignments in on time.

Work when you work, and play when you play. Talk to instructors outside class if you're worried; they'll help you.

Don't be a dormitory bore. When you find people studying, leave them alone.

ABOUT CAMPUS AIDS:

You can buy or charge anything from pencils to laundry bags at the Book Store.

Mail time is 8:00 a.m., 1:30 p.m., and 6:00 p.m. Mail leaves at 6:00 a.m. and 4:30 p.m.

Keep only change in your room. Keep your folding money at the Business Manager's office until the day you need it. Hours: Monday

through Friday, 2:45-4:00 p.m.; Saturday, 8:30 a.m.-12-15 noon.

Mrs. Derrick across the street fixes hems and rips. Ask some senior the way.

There is a good beauty parlor at the Cameron Court Apartments. Ask a senior about this, too.

See Mrs. Simpson for room articles such as light bulbs, and for party equipment such as cups and saucers.

ABOUT TALKING:

Of course, since we're females, we're expected to talk a good deal of the time, but that doesn't give us an excuse to talk *all* the time. Our tendency to exchange confidences should end when we're gathering for prayer, as we are six times a week in the Chapel. Smothered giggles and whispered words are not conducive to the spiritual atmosphere which should exist in our chapel. And while we're on the subject, that also goes for assembly and concerts. There is no reason for shrieking and screaming unless you are very, very adolescent.

ABOUT ROOMS:

Keep them clean. It's simple to do if you straighten up a trifle *every day*. Just don't

let yourself stay in the room with a week's trash. But don't make a maid out of your roommate either. And remember, sloppiness never paid any dividends. When a visitor sees your messy room, she pigeonholes *you* right away. When a faculty member sees it, she does more than that.

AND ROOMMATES:

Before you come to school, you will have done a lot of thinking about your future roommate. You will have wondered if she'll be pretty, popular, studious, easy to know, or a "drip." You will have formed your own idea of the perfect roommate. But when she walks in, don't size her up in one glance. Be slow to form opinions. She's bewildered (just as you are) and probably homesick. So have a good time planning the room together, playing tennis together, and see if you don't discover one of the finest friends you've ever had. But if you can't get along with each other, talk to your Big Sister right away, or to your faculty adviser.

ABOUT YOUR INSTRUCTORS:

After all, they *are* human and they don't bite. No matter how forbidding some may seem, don't ever hesitate to talk your situation over with them. Cultivate them and before long

you'll find that you count them among your grandest friends. Get to know your faculty adviser well.

ABOUT MEN:

They're peculiar. And, strangely, they are also conservative, though you wouldn't think so when you see the way your brothers cut up with those glamorous gals at school. But just you try any of that swift routine and his wrath will hit you like a ton of bricks. Why? Because you are something he really cares about and he can't stand to have you appear cheap or showy. Here are a few important DON'TS:

DON'T:

- try to be sophisticated.
- fleece your date; he needs that money for more important things.
- be raucous and giggle.
- keep your date waiting in the parlor.
- forget your date at the girl-break just because you want to rush a new attractive face.
- forget that you are a Saint Mary's girl!

FACULTY RULINGS

GRADING

The following system of grading is used at Saint Mary's:

All grades are given in letters.

A: 90—100.

B: 80—90.

C: 70—80.

D: 65—70.

E: 60—65; Conditional; passing grade possible only by re-examination.

F: Below 60; Failure; course must be repeated for credit.

Students entering more than four weeks late may not receive credit for the semester.

Students who miss more than six weeks of classes will not receive credit for the semester's work.

REPORTS

Reports are sent to parents or guardian twice each semester.

CHANGES IN COURSES

No new course may be registered for after the first two weeks of a semester unless by faculty recommendation.

FACULTY RULINGS

CLASS ABSENCES

More than 10 absences during a semester bars a student from the final examination in a 4-hour course; more than 8 in a 3-hour course; more than 5 in a 2-hour course; more than 3 in a 1-hour course.

More than 4 *unexcused* absences for a 4-hour course; more than 3 *unexcused* absences for a 3-hour course; more than 2 *unexcused* absences for a 2-hour course; more than 1 *unexcused* absence for a 1-hour course, each semester, bars a student from final examination. (In some cases permissions to take the examinations may be secured from the Executive Committee.)

Unexcused absences are those not excused by the President or the physician.

Absences before or after holidays are doubled.

Two lates equal one absence.

PLAGIARISM

The two following paragraphs clearly define plagiarism and the school's general attitude toward it. In practice the school will treat plagiarism as a violation of the Honor Code and will have the Honor Council deal with such violations.

The copying of an assignment or part of an assignment from a book or magazine or from the manuscript of another student completely defeats the purpose of the assignment, and is forbidden. If you profit by the advice or help of another person (except your instructor) in preparing a theme or a written exercise which is to be submitted as your own work, you should write a full statement of the nature and extent of the help received. "Working together" in mastering the contents of the textbook and in preparing for general class recitation and discussion is often a very helpful method of study and is regarded as entirely legitimate. In case of doubt, ask your instructor.

Extreme care should be exercised to see not only that your work measures up to a standard of honesty in harmony with the Honor System, but also that legitimate borrowing of facts and language is properly acknowledged. Whenever phrasing is borrowed, *even if only two or three words, the indebtedness should be recognized by the use of quo-*

tation marks, and frequently by mention of the author's name. The language of another is not made your own by omission, rearrangement, and new combinations. If you rely on another for the wording, the language is not your own; and you are guilty, if you present this language as your own, of plagiarism, a serious offense. When facts which are not matters of general knowledge are borrowed, the indebtedness must be indicated, in text or in footnote, by mention of the exact place from which the information was taken.



POINT SYSTEM

(as set up by the Honor Council)

No student may hold offices amounting to more than 10 points during the year.

10 Points

President of Student Government Association.

8 Points

Chairman of Hall Council.

Vice-President, Student Government Association.

Secretary of Student Government Association.

Editor of *Belles*.

Editor of *Bulletin*.

Editor of *Stage Coach*.

6 Points

Business Manager, *Stage Coach*.

President of the Day Students.

Presidents of classes.

Honor Council members.

Chief Marshal.

Chief Dance Marshal.

Secretary of the Hall Council.

Chairman, Assembly Programs.

President of Altar Guild.

POINT SYSTEM

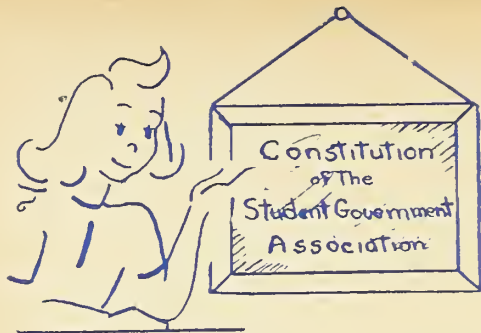
4 Points

President of Canterbury Club.
Presidents of literary societies.
Marshals.
Dance Marshals.
Presidents of athletic associations.
Hall Presidents.
Members of Legislative body.
Editor of the HANDBOOK.

2 Points

Vice-Presidents of halls.
Presidents of various clubs.





Inasmuch as we the students of Saint Mary's School and Junior College wish to assume the responsibilities of honor and self-reliance and wish to promote successful group living, we hereby organize ourselves, with the co-operation of the faculty, into an association.

Article I: Name

This organization is called the Student Government Association of Saint Mary's School and Junior College.

Article II: Purpose

The purposes are to inculcate into the students the principles of self-control, responsibility, and honor; to foster loyalty to the school; to maintain a spirit of co-operation between the students and faculty; to regulate student conduct; and to further in every way possible the best interests of Saint Mary's.

CONSTITUTION

Article III: Membership

Section 1. Every student in Saint Mary's School is a member of the Student Government Association.

Section 2. Every member is responsible for knowing the Constitution of the Student Government Association and all regulations governing student conduct.

After successfully concluding the Orientation classes the new students are formally inducted into the Association by saying *en masse*:

I have read the Student Handbook of Saint Mary's School. I accept the responsibility for knowing the contents of this Handbook and pledge my support in maintaining Student Government in fact and in spirit.

Article IV: Advisers

Section 1. A faculty adviser to the Student Government Association, and a faculty adviser to the Hall Council are appointed each year by the President of the school. The president of the Student Government Association and the chairman of the Hall Council may suggest to the President of the school the faculty members they desire as advisers.

CONSTITUTION

Section 2. Duties of the faculty adviser to the Student Government Association:

- a) To consult with the president of the Student Government Association on all matters pertaining to the administration of student government affairs.
- b) To help train the Honor Council in methods of obtaining evidence, analyzing information, reaching decisions, and writing reports to be submitted to the President of the school.
- c) To advise the Honor Council in all hearings and deliberations.
- d) To act, upon request of the Hall Council, as adviser to that body in the absence of the regular faculty adviser.

Section 3. Duties of the faculty adviser of the Hall Council:

- a) To consult with the chairman of the Hall Council on all matters pertaining to dormitory and campus regulations.
- b) To help train the Hall Council in methods of obtaining evidence, analyzing information, and reaching decisions.
- c) To advise the Hall Council.
- d) To act, on request, as faculty adviser to the Student Government Association.

CONSTITUTION

Article V: Officers

Section 1.

- a) The principal student government officers, serving for one year, are: a president, a vice-president, and a secretary of the Student Government Association, a chairman of the Hall Council, a secretary of the Hall Council, a president of the day students. (See Article X, Section 3, b.)
- b) There are also the following officials: members of the Honor Council, class presidents, chairman of assembly programs, vice-chairman of the Hall Council, presidents and vice-presidents of the halls, chairmen of the Legislative Body, student members of the Legislative Body, chief marshal, four other marshals, chief dance marshal, and twelve other dance marshals.

Section 2.

- a) Duties of the *President* are:
 - 1) To call and preside over all meetings of the Student Government Association and of the Honor Council.
 - 2) To appoint seniors to act as chairmen of the five classes and of the Day Students until the presidents of these are elected.

CONSTITUTION

- 3) To appoint the student members of the Constitution Committee.
- 4) To submit to the President of the school names of faculty members to serve in official capacities in the Student Government Association.
- 5) To serve on the Hall Council, *ex officio*.
- 6) To serve on the Legislative Body, *ex officio*.
- 7) To assume direction of matters not specifically assigned to other student government officers.

b) Duties of the *Vice-President* are:

- 1) To perform the duties of the President in her absence or at her request.
- 2) To act as chairman of the Constitution Committee.
- 3) To serve on the Honor Council, *ex officio*; to vote in place of an absent member.
- 4) To act as chairman of the Orientation Committee.
- 5) To serve as a member of the Legislative Body.
- 6) To secure in the fall from the President of the school the annual reports of the Honor Council, Hall Council, and Legis-

lative Body of the previous year, and to submit them to the Legislative Body to be read at the first meeting.

- 7) To collect at the end of each school year all records of the secretaries of the Student Government Association, Hall Council, Legislative Body, and to deliver them to the Secretary to the President of the school, for safekeeping until the fall.

c) Duties of the *Secretary* are :

- 1) To record the proceedings of all meetings of the Student Government Association.
- 2) To act as Secretary to the President of the Association.
- 3) To act as Secretary of the Honor Council. (See Article VI, Section 4, b.)
- 4) To post on the Association bulletin board after the formation of each committee of the General Student Government Association the names of the members and the faculty adviser to that committee. All such lists shall remain posted throughout the rest of the school year.

d) Duties of the *Chairman* of the Hall Council are :

- 1) To call and preside over all meetings of the Hall Council.

CONSTITUTION

- 2) To be responsible for the general functioning of the Hall Council.
 - 3) To serve as a member of the Legislative Body.
- e) Duties of the *Secretary* of the Hall Council are :
- 1) To keep full typed minutes of each Council meeting.
 - 2) To post on the Hall Council bulletin board a list of the offenses and their respective penalties.
 - 3) To notify students of penalties imposed upon them, and to post on the Hall Council bulletin board names and penalties immediately the latter have been determined.
 - 4) To keep a file of every report and the manner of its disposition.
 - 5) To prepare in May for the President of the school a statistical report of all cases handled during the year. (A copy of this report goes to the presiding co-chairman of the Legislative Body in the fall to be read at the first meeting.)
 - 6) To perform general secretarial duties.

CONSTITUTION

- f) Duties of the *President of the Day Students* are :
- 1) To keep the day students informed of student government activities.
 - 2) To call and preside over meetings of the day students.
 - 3) To serve on the Legislative Body.
- g) Duties of *Honor Council* members are :
- 1) To attend all meetings of the Honor Council.
 - 2) To encourage active co-operation with the Student Government Association.
- h) Duties of the *Chairman of Assembly Programs* are :
- 1) To plan programs for the regular Tuesday and Thursday assemblies. (A list of these must be posted in the President's office two weeks ahead of schedule.)
 - 2) To preside over these assemblies.
- i) Duties of *Hall Presidents* are :
- 1) To call and preside over hall meetings.
 - 2) To serve on the Hall Council.
 - 3) To enforce Hall Council regulations.

CONSTITUTION

- 4) To grant and be responsible for such dormitory permissions as they deem advisable.
 - 5) To inform hall teachers of all proceedings, including changes and innovations instituted by the Hall Council.
- j) Duties of *Hall Vice-Presidents* are:
- 1) To assist hall presidents at all times.
 - 2) To attend Hall Council meetings in the absence or at the request of hall presidents.
- k) Duties of the *Chief Marshal* are:
- 1) To list the duties of the marshals and to see that these duties are carried out.
 - 2) To drop a handkerchief to mark the final dismissal of students at the close of the school year.
- l) Duties of all *Marshals* are:
- 1) To act as ushers for the chapel services and for other formal occasions.
 - 2) To maintain order in all student body gatherings.
- m) Duties of the *Chief Dance Marshal* are:
- 1) To be responsible for the general performance of the dance marshals.

- 2) To consult with those giving the dances and with the dance marshals to see that all plans are carried out.
- 3) To see that the members of the receiving line are invited, in writing, at least a week before the dance.

ii) Duties of the *Dance Marshals* are:

To see that all plans of the Executive Committee of Dance Marshals are carried out.

Article VI: Honor Council

Section 1. The Honor Council of the Student Government Association is composed of the president of the Association, the vice-president of the Association, two other seniors, two juniors, one underclassman, one business student, and one day student (who shall attend on call, or when a day student is involved in a report). Of these the presiding officer has no vote except in case of a tie, and the vice-president has no vote except in the absence of a voting member.

The faculty adviser to the Association is faculty adviser to the Honor Council, and appears before the Council upon request.

At the beginning of each school year the returning members of the Honor Council of the preceding year, together with the president and vice-president of the Association and members elected

by the senior class, act as a temporary Honor Council to serve until new Honor Council members are elected. As soon as the new Honor Council is fully constituted, it is formally sworn in.

Section 2. The Honor Council has general supervision of the workings of the Student Government Association, acts as a supreme court and advisory body to the Hall Council, and takes whatever action may seem advisable in order to maintain a high level of student conduct.

Section 3. The Honor Council determines the guilt or innocence of any student accused of an infraction of the Honor Code; adjudicates any case referred to it by the Hall Council; passes on any student's appeal from a Hall Council decision; supervises assembly and chapel proctors; and makes needed revisions in the Point System.

Section 4. Officers of this body are:

- a) A chairman whose office the president of the Association automatically fills. The president calls and presides over all meetings of the Honor Council, signs all reports of the Council, and gives to the student body the outline and disposition of every case acted on by the Council.
- b) A secretary who is elected in the fall by the Honor Council from its own membership. The secretary keeps full minutes of each Council meeting, writes and types all reports

of the Council, notifies members of the meetings, performs general secretarial duties at all meetings of the student body, and communicates in writing to the students concerned (and to any faculty members concerned) the penalties decided upon and imposed by the Honor Council. In May the Secretary of the Honor Council makes and sends to the President of the school a statistical report of all cases handled during the year. (A copy of this report is given to the presiding co-chairman of the Legislative Body to be read at the first meeting in the fall.)

Section 5. Except in meeting with the Executive Committee of the Faculty, Honor Council members may not discuss matters that come before them with any persons other than the following: fellow Honor Council members, the faculty adviser to the Honor Council, the President of the school, student petitioners, a faculty member under whose jurisdiction the infraction is alleged to have occurred. *The slightest infraction of this rule will be dealt with severely.*

Section 6. The Honor Council may summon before it and require testimony from any member of the Association or any member of the faculty, and may penalize any student who refuses to testify.

Section 7. For every case brought before it, the Honor Council sends to the President of the school a typed report containing the original report, a digest of the Council's findings, and its recommendations for the disposition of the case.

Section 8. In all cases tried or reviewed before the Honor Council the accused student is heard personally in her own defense before penalty is recommended, unless, with the approval of the Council, she chooses to send a written statement or a representative.

Section 9. The disposition of each case brought before the Honor Council is, with names deleted, read before the student body as early as possible. Details concerning any case may be obtained by a written petition submitted to the Honor Council. Such petitions must be signed by three or more students, who will then appear before the Honor Council to receive explanations.

Section 10. The Honor Council, after consulting with the President of the school, passes on all organizations petitioning for a place on campus. The organization must submit to the Honor Council its constitution or a statement of its purpose.

Article VII: Hall Council

Section 1. The Hall Council of the Student Government Association is composed of the chairman of the Hall Council, vice-chairman, secretary,

president of the student body (*ex officio*), hall presidents, and two day students (who serve only on cases concerning day students).

Except when substituting for hall presidents, hall vice-presidents attend Hall Council meetings only upon request.

The Hall Council faculty adviser attends meetings upon request of the chairman.

Section 2. Duties of the Hall Council are:

- a) To devise and codify all regulations in the hands of the students and not specifically under the jurisdiction of the Honor Council, and to administer penalties for violations of them.
- b) To give a student wishing to appear before the Hall Council in her own defense the privilege of a hearing.
- c) To modify or expand hall regulations for any one hall if sufficient provocation arises.

Section 3. Officers of this body are:

- a) A chairman elected from the incoming senior class by the student body. (See Article V, Section 2, d.)
- b) A vice-chairman elected from the hall council serves as chairman upon request and assists the secretary.

- c) A secretary elected in the spring from the student body. (See Article V, Section 2, e.)

Section 4. The Hall Council meets weekly at a scheduled hour.

Section 5. Any student who tries to deceive the Hall Council shall be sent before the Honor Council for violation of the Honor Code. The Hall Council may refer any case to the Honor Council for final adjudication. Any student may appeal a decision of Hall Council to the Honor Council.

Article VIII: Legislative Body

Section 1. The Legislative Body of the Student Government Association is composed of faculty and student members. The faculty members are: acting dean of students, secretary to the President, adviser to the Student Government Association, adviser to the Hall Council, and one member appointed yearly by the President of the school for a term of two years. Student members are: president of the Student Government Association, vice-president of the Student Government Association, chairman of the Hall Council, president of the day students, two representatives from the junior class, one representative from each of the other academic classes,* a representative from

*An academic group, to merit representation as a class, must have its own class organization.

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the business class, editor of the STUDENT HANDBOOK, and class presidents. The editor of the STUDENT HANDBOOK and the president of the Student Government Association may not vote. Either the acting dean *or* the secretary to the President votes. The student chairman calls and presides over all meetings during the second semester and discusses with the faculty chairman all approved petitions.

Section 2. Duties of the Legislative Body are:

- a) To pass or reject student petitions as written regarding social and dormitory regulations.
- b) To initiate such petitions and to suggest such amendments to the Constitution as may seem desirable.
- c) To examine in detail and to pass or reject all work done by the Constitution Committee.

Section 3. Officers of this body and their duties are:

- a) Two-chairmen, one elected from the faculty, the other from the student members. The faculty chairman calls and presides over all meetings during the *first* semester, explains to the student body the nature of petitions and the procedure for petitioning, and with the student chairman discusses all passed petitions with the President of the school. The student chairman calls and presides over

all meetings during the *second* semester, with the faculty chairman discusses all passed petitions with the President of the school, and reports on the approved petitions to the Legislative Body and to the student body.

- b) A secretary, elected from the class representatives, who notifies members of the meetings, keeps minutes and permanent records of all petitions, and performs general secretarial duties.

In May the secretary of the Legislative Body prepares for the President of the school a statistical report of petitions considered during the year. (A copy of this report goes to the presiding co-chairman of the Legislative Body in the fall to be read at the first meeting along with reports from the Hall Council and Honor Council.)

Section 4. The first regular meeting is held before the first of November, when officers of this body are elected, and any desired committees appointed. A regular meeting to consider petitions is held the first or second week after the second semester. The last regular meeting for this purpose is held not later than the first week in May. Special meetings may be called at the direction of the chairman.

Section 5. A committee appointed by the faculty chairman of the body edits and classifies all

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petitions. One of the junior class representatives serves as chairman of this committee.

Section 6. Petitions signed by three or more students may be submitted to a class representative, by whom they are edited and then submitted to the Committee on Petitions. These petitions in their final form are posted on the Association bulletin board for at least three days before the mid-year meeting of the Legislative Body.

Section 7. A petition may be passed by a majority of votes.

Section 8.

- a) The petitions passed by the Legislative Body and approved by the President of the school are announced by the chairman of the body at a general Association meeting, posted on the Association bulletin board, and printed in the STUDENT HANDBOOK for the following year. At the meetings the chairman explains the rejection of any petitions which failed to be passed or approved.
- b) Petitions ordinarily become effective upon their passage and approval. A petitioned regulation may become effective at any date decided upon by a two-thirds majority of the voting members of the Body and approved by the President of the school.

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Article IX: Committees

Section 1. The Orientation Committee, composed of the vice-president of the Association as chairman and her appointees, supervises new girl orientation and holds training classes for all new girls.

Section 2. The Nominating Committee, composed of one senior appointed by the president of the senior class, two juniors appointed by the president of the junior class, and one day student appointed by the president of the day students, nominates candidates for offices of the Student Government Association as provided for in Article X. The president of the Association acts as *ex officio* member. Outgoing student officers are on the Nominating Committee when their successors are being selected. (In the case of the marshals, only the chief marshal serves.)

Section 3. The Constitution Committee, composed of the vice-president of the Association as chairman, two students appointed by the president of the Association, and two faculty members appointed by the President of the school, studies the Constitution and prepares recommendations for revisions. The committee must complete and submit its report to the Legislative Body before the latter's last regular meeting.

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Section 4. The Handbook Committee, composed of the Editor of the handbook and publications faculty adviser, edits the STUDENT HANDBOOK.

Section 5. The Executive Committee of Dance Marshals, composed of the chief dance marshal as chairman and the dance marshals receiving the highest number of votes in their respective classes, directs and has charge of all dances held at Saint Mary's, and submits to the President of the school suggestions for a faculty adviser.

Article X: Elections

Section 1.

- a) All elections are based on recommendations of the Nominating Committee and on nominations from the floor.
- b) A student to be eligible for an office rated at eight or more points must have at least a C average; at six points, at least a C—average.
- c) *All student body nominations and those for class presidents must be approved by the President of the school.*
- d) Nominations for all student government officers except secretary of the Honor Council are officially announced and then posted on the Association bulletin board for at least twenty-four hours before the election. When

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there is but one nominee for an office, she is declared unanimously elected.

- e) For any election which involves the whole student body but which is not specifically provided for in the Student Government Association Constitution, the president of the Association appoints a special nominating committee.

Section 2.

- a) Elections are decided by a simple majority unless there are more than two nominees, in which case there must be selective voting. The president of the Association does not vote except in case of a tie.
- b) The Australian ballot system of voting is used in all elections of general Association officers, and may be used for others at the discretion of the president of the Association.

Balloting is held at a time and place specified by the president of the Association, and each student votes in secret and casts her ballot alone. All ballots must be written and signed; there is no absentee voting. Ballots are counted by the president and other officers of the Association, or by students appointed by the president. The results are announced and then posted on the

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Association bulletin board. The polls' captains are appointed by the president of the Association.

- c) In case of a vacancy in a major office a special election is called by the president of the Association.

Section 3.

- a) The following student officers are elected *in the spring* to serve during the following school year :
- 1) President of the Student Government Association.
 - 2) Chairman of the Hall Council.
 - 3) Vice-president of the Student Government Association.
 - 4) Editors of the *Stage Coach*, the *Bulletin*, and the *Belles*.
 - 5) President of the senior class.
 - 6) Senior Honor Council members.
 - 7) Marshals.
 - 8) Chief dance marshal and senior dance marshals.
 - 9) Secretary of the Hall Council.
 - 10) Chairman of assembly programs.
- b) Only members of the incoming senior class are eligible for election to the offices listed above, with the following exceptions: Sec-

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ond year business students and students who have passed junior work are eligible for elections to the offices of marshals and secretary of the Hall Council.

- c) Election of these officers shall follow the order indicated above, and *no other elections are permitted until these are completed.*

Section 4.

- a) The following student officers are elected in the fall to serve for the school year.
- 1) President of the day students, elected from the senior class.
 - 2) Presidents of the academic classes other than the senior class, and of the business class.
 - 3) Members of the Honor Council except senior members.
 - 4) Hall presidents and vice-presidents, elected a month after the opening of school.
 - 5) Five dance marshals from the junior class, three from the underclassmen, one from the day students, and one from the business class.
 - 6) Class representatives to the Legislative Body.
 - 7) Editor of the **STUDENT HANDBOOK.**

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- b) These elections must be completed within six weeks after the opening of school.

Section 5.

- a) The president and vice-president of the Association, the chairman and secretary of the Hall Council, the marshals, the chief dance marshals, and the chairman of the assembly programs are nominated by the Association Nominating Committee or from floor and elected by the student body.
- b) Editors of the *Stage Coach*, the *Bulletin*, and the *Belles* are nominated by a committee composed of the outgoing editors and the publications' adviser, and elected by the student body. The editor of the STUDENT HANDBOOK is nominated by the Publications Staff and elected by the student body.
- c) The Association Nominating Committee or the student body nominates ten girls from the incoming senior class as marshal candidates. The five elected go into office on the third Sunday before commencement. The nominee receiving the highest number of votes is chief marshal.
- d) Members of the Honor Council are nominated and elected by the groups they represent.

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- e) All class officers and representatives to the Legislative Body are nominated and elected by their respective classes. Selective voting is employed.
- f) Of the twelve dance marshals the seniors elect three, juniors five, underclassmen three day students one, and the business class one: the one in each class receiving the highest number of votes becomes a member of the Executive Committee of the Dance Marshals.
- g) A hall president and vice-president of each hall is elected at the end of the first school month in the following manner: girls of the hall hand to the teacher suggestions for nominees; the names of two girls nominated by the hall teacher are posted on the hall for twenty-four hours, and then voted on: the nominee receiving the highest number of votes becomes the hall president; the one with the next highest vote, the hall vice-president.
- h) The president of the day students is nominated and elected by the day students.
- i) Day students nominate and elect by selective voting Honor Council and Hall Council representatives at the end of the first month of school.

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Article XI: Removal from Office

Any girl holding a major* office may be removed from office for abuse or gross negligence of her official duties, or for any conduct unbecoming to her office. A written statement signed by at least three girls and stating the nature of the offense must be handed to the president of the Association. The case is tried before a joint session of the Hall Council and the Honor Council. The defendant is present during the hearing of the case. The Hall Council, by itself, discusses the case and hands its recommendation to the Honor Council. The Honor Council, taking this recommendation into consideration, makes the final decision.

Hall presidents may be removed from office by a three-fourths vote of the Hall Council.

Article XII: Meetings

Section 1.

- a) A formal meeting of the Association is held during the first week of the school year.
- b) A meeting may be called at any time by the president, or a special meeting at the written request of five members; the object of such a meeting must be stated in the request.

*A "major" office is one that has at least six points, or that is filled by a student body election.

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- c) Two-thirds of the members of the Association constitute a quorum.
- d) Unless otherwise provided, a majority vote of a quorum is binding.

Section 2.

- a) Regular meetings of the training groups of new girls are held during the first semester of the school year. The time of these meetings is decided upon by the vice-president of the Association.
- b) Attendance of the new girls at these meetings is compulsory.

Section 3. All business of the Association is conducted according to parliamentary procedure.*

Article XIII: Interpretation

All questions of interpretation of this constitution must be referred to the President of the school, whose decision is final.

*Roberts' *Rules of Order*, Revised.

FACULTY AND OFFICERS—SAINT
MARY'S SCHOOL

1944-45 SESSION

Officers of Administration

Mrs. Ernest Cruikshank	President
The Rev. Israel Harding Hughes	Chaplain
Eliot Frost Stoughton	Business Manager

Administrative Staff

Mrs. Nannie H. Marriott	Dietitian and Housekeeper
Mrs. Walter Simpson	Assistant Housekeeper
Mrs. Georgia P. Holleman	Asst. to Dietitian
Mrs. Hugh McLeod	Hostess
Dr. H. B. Haywood	School Physician
Mrs. L. B. Naylor	Resident Nurse
Elizabeth Gordon Tucker	Secretary to the President
Margaret Downey Hopkins	Alumnae Secretary
Mary Lewis Sasser	Secretary
Julia Jordan	Secretary
Bessie B. Brown	In Charge of Post Office and Bookstore
Frances Vann	Assistant Secretary

The Faculty

Mrs. Edgar Alden	Piano and Violin
Elizabeth Bason	Home Economics
Mrs. Russell Broughton	French
Mr. Russell Broughton	Director—Music Dept.

FACULTY ADVISERS AND STAFF

Mrs. Harlan C. Brown	Librarian
Ruth Carroll	History, Latin
Geraldine Cate	Voice
Ann Christian	Commercial Subjects
Florence Davis	Expression, Dramatic Art
Sally Digges	Spanish, French
Mary Helen Dodd*	Chemistry, German
Margaret Ruth Duckett	English
William Conrad Guess	History, Social Sciences
Mrs. William C. Guess	Director—Physical Education
Mary Ruth Haig	Piano
Marjorie Lalor	Biology
Nell Battle Lewis	English, Bible
Ruth Lineberry	Mathematics
Charles Albert Petigru Moore	English
Mrs. Theodore Partrick	Bible, Latin
Mrs. Elaine T. Phelps,	Head of Commercial Department
Mrs. Augusta Rembert	Art, History of Art
Mrs. Herbert Bird	Piano, Theory, History of Music
Genevieve Estelle Senecal	Physical Education
Mrs. Leroy Smith	French, Spanish
Adelaide Winslow	Assistant Librarian

*Deceased.

STUDENT LIST

SESSION 1943-1944

*Day Students

Anderson, Ann	Eustis, Fla.
*Anderson, Charlotte Dunford	Raleigh, N. C.
*Anderson, Mary Juanita	Raleigh, N. C.
Armistead, Charlotte Winston	Kinston, N. C.
Arwood, Miriam Morgan	Enfield, N. C.
Avera, Frances Hill	Rocky Mount, N. C.
Ayers, Mary Owens	Edenton, N. C.
*Baer, Elizabeth Shirley	Raleigh, N. C.
Bain, Sarah Elizabeth	Capron, Va.
Banks, Bess Parker	Mifflintown, Pa.
Barnes, Elizabeth Virdin	Charlottesville, Va.
Baskerville, Mary Spottswood	Warrenton, N. C.
Baskett, Martha Ann	Morehead City, N. C.
Bass, Vidette Savage	Wilson, N. C.
Batchelor, Helen Williams	Nashville, N. C.
Bell, Jane Durham	Red Springs, N. C.
*Bell, Jane Kestler	Raleigh, N. C.
Bell, Patricia Nan	Pittsburgh, Pa.
Bellamy, Mary Hargrove	Wilmington, N. C.
Berry, Mary Strudwick	Greensboro, N. C.
*Bickett, Frances Yarborough	Raleigh, N. C.
Blackmer, Eva Renfroe	Salisbury, N. C.
Blanton, Pauline Hood	Kinston, N. C.
Blount, Alexa Herritage	Pensacola, Fla.
Blount, Betsy	Washington, N. C.
*Bobbitt, Betty Anne	Raleigh, N. C.
Bowers, Mary Connell	Warrenton, N. C.

STUDENT BODY, SESSION 1943-44

*Bowman, Sara Jane	Raleigh, N. C.
Broadfoot, Kate	Fayetteville, N. C.
Brooke, Fanny Lee	Alexandria, Va.
Brooks, Jean	Kinston, N. C.
Brooks, Merrily	Franklin, N. C.
Brundage, Ann C.	Tryon, N. C.
Bryan, Anne Marshall	Greensboro, N. C.
Bryant, Roberta Boyd	Roseland, Va.
Bunn, Mavis Philips	Rocky Mount, N. C.
Burke, Elizabeth Graves	Hendersonville, N. C.
Burnett, Mary Mana Byrd	Rocky Mount, N. C.
Butler, Adelaide Caldwell	Charlotte, N. C.
Caldwell, Susan Griswold	Columbus, Ga.
*Callum, Luzette	Raleigh, N. C.
Camp, Olive	Franklin, Va.
Campbell, Jean Hampton	Lynchburg, Va.
*Campbell, Mary Elizabeth	Raleigh, N. C.
Carr, Louise	Washington, D. C.
Carrington, Catherine Langhorne	Lynchburg, Va.
Carter, Nancy Christine	Greensboro, N. C.
Cates, Peggy	Hillsboro, N. C.
*Cates, Willie Thomasene	Raleigh, N. C.
Chambers, Fay Morgan	Marion, N. C.
Cherry, Gladys Elaine	Speed, N. C.
*Cheshire, Jane Clark	Raleigh, N. C.
*Chipley, Agatha Heritage	Raleigh, N. C.
Clark, Elizabeth Scott	Lynchburg, Va.
Clarke, Mary Fox	Maysville, Ky.
Cleve, Barbara Louise	Vanceboro, N. C.

STUDENT BODY, SESSION 1943-44

Cocke, Mary Gilmer	Wake Forest, N. C.
*Cole, Marjorie Glyn	Raleigh, N. C.
*Conn, Kathryn Boyce	Raleigh, N. C.
Conover, Jeannette Winn	Concord, N. C.
Cooper, Betty Ann	Greensboro, N. C.
Cooper, Fannie Closs	Henderson, N. C.
Cowdery, Mary Phyllis	Portsmouth, Va.
Craig, Alice Louise	Concord, N. C.
Crawford, Charlotte Elizabeth,	
	New London, Conn.
*Cutts, Ann	Raleigh, N. C.
Darden, Sarah Patrick	Wilmington, N. C.
Davis, Emma Britt	La Grange, N. C.
Davis, Helen Patterson	Wilson, N. C.
deRosset, Margaret Huske	Fayetteville, N. C.
Dickey, Jane Miller	Oxford, Pa.
Dickey, Mary Gresham	Oxford, Pa.
Divers, Jane Rolfe	Pulaski, Va.
Dixon, Sallie Dillard	Norfolk, Va.
Dougherty, Jeannette Gillie	Jacksonville, Fla.
Drane, Jr., Rebecca Wood	Monroe, N. C.
Duke, Marietta	Greensboro, N. C.
Dunn, Clara Elizabeth	Atlanta, Ga.
Durham, Elizabeth Anne	Birmingham, Mich.
Dysart, Anne Barton	Greenville, S. C.
Eagles, Pauline Jeanne	Fountain, N. C.
Edmunds, Alice Ann	Greensboro, N. C.
Edwards, Elizabeth Liles	Tarboro, N. C.

STUDENT BODY, SESSION 1943-44

Eichhorn, Mary Louise	Greensboro, N. C.
Everett, Sarah Baker	Palmyra, N. C.
Fant, Caroline Hunter	Lockhart, S. C.
Ferguson, Edna Elise	Clinton, N. C.
Fishel, Mary Norman	Vaughan, N. C.
Fleenor, Helen Ray	Charlotte, N. C.
Freeman, Mary Virginia	Clarksville, Va.
*Fulks, Charlotte Ellenora	Raleigh, N. C.
*Fulton, Annette Thackwell	Raleigh, N. C.
Gaither, Carolyn Hayes	Charlotte, N. C.
Gaither, Elizabeth Wood	Elizabeth City, N. C.
Gaither, Marion Long	Newton, N. C.
Gant, Cordelia Wills	Danville, Va.
*Gardner, Lucy Frank	Raleigh, N. C.
*Gardner, Mary Randolph	Raleigh, N. C.
Gay, Ruth Gee	Jackson, N. C.
*Gill, Annabelle	Raleigh, N. C.
Gilman, Mary West	Portsmouth, Va.
*Goerch, Sibyl	Raleigh, N. C.
Goode, Shirley Gilbert	Lynchburg, Va.
*Goold, Margaret Louise	Raleigh, N. C.
*Gower, Louise Toler	Raleigh, N. C.
Graham, Elizabeth Hill	Charlotte, N. C.
Grantham, Lena Mae	Stantonsburg, N. C.
Gregory, Maria Brown	Richmond, Va.
Griffin, Betty Hughes	Elizabeth City, N. C.
Griffin, Evelyn	Goldsboro, N. C.
Groner, Sally Anne	Irving-on-Hudson, N. Y.
Gwyn, Mary Patricia	Waynesville, N. C.

STUDENT BODY, SESSION 1943-44

Hamner, Joan K.	Germantown, Pa.
Hancock, Lucy Landis	Oxford, N. C.
Hardy, Bobby Jean	Durham, N. C.
Harrington, Virginia	Charlotte, N. C.
Harris, Mary Louise	Roxboro, N. C.
Hart, Mary Virginia	Chatham, N. C.
Harvey, Lucy Willingham	Lindale, Ga.
Hayes, Ruth Williams	Charlotte, N. C.
Hillyer, Oveida Lorraine	Jacksonville, Fla.
Hirst, Anne Heston	Purcelville, Va.
Holland, Carolyn Wright	Wilmington, N. C.
Holmes, Mary Elizabeth	Greensboro, N. C.
Hood, Betty Lou	Churchland, Va.
*Hough, Mary Adams	Raleigh, N. C.
Huffman, Martha Roberta	Morganton, N. C.
Hughes, Gwen	Tabor City, N. C.
Hunsucker, Sara Coe	High Point, N. C.
*Ingle, Sara Bell	Raleigh, N. C.
*Jacobs, Ruth Julia	Raleigh, N. C.
James, Patricia Jane	Jacksonville, Fla.
*Jennette, Louise Manning	Raleigh, N. C.
*Jeter, Jane Gertrude	Raleigh, N. C.
*Johnson, Betty White	Raleigh, N. C.
Johnson, Margaret Gordon	Montgomery, Ala.
Johnson, Mary Pierce	Weldon, N. C.
Johnston, Jean Elizabeth	Manteo, N. C.
Johnston, Laura Ann	Manteo, N. C.
Jones, Alice McAden	Charlotte, N. C.

STUDENT BODY, SESSION 1943-44

*Jones, Mary Elizabeth	Raleigh, N. C.
Jones, Sidney Dunbar	Camden, S. C.
Kemper, Clara Leigh	Shelby, N. C.
*Kendrick, Bettie Alexander	Raleigh, N. C.
*Klyman, Mary Katherine	Raleigh, N. C.
Knott, Cornelia Hobgood	Farmville, N. C.
Krusen, Dorothy Christine	Zephyrhills, Fla.
*Lamm, Margaret Joyce	Raleigh, N. C.
Lane, Kathryn Grace	Dothan, Ala.
LaPorte, Anne Harrison	Wilmington, N. C.
Legg, Katherine Louisa	Henderson, N. C.
Legg, Maria Southerland	Henderson, N. C.
Leitner, Meta Sloan	Aiken, S. C.
Lewis, Mary Lynn	Greensboro, N. C.
Ligon, Betty Jane	Spartanburg, S. C.
*Linzey, Doris Jane	Raleigh, N. C.
*Lokey, Betty Lee	Raleigh, N. C.
Long, Caroline Moncure	Garysburg, N. C.
Long, Elizabeth McCaw	Winston-Salem, N. C.
Lyon, Hannah Richardson	Washington, D. C.
Magruder, Sue Marshall Stephenson.	Mineral Wells, Texas
Maguire, Martha Ann	Orlando, Fla.
Manship, Mary Ann	Tatum, S. C.
Mardre, Helen Roberson	Windsor, N. C.
Marks, Frances	Boykins, Va.
Martin, Margaret Marshall	Leaksville, N. C.
Martin, Mary Louise	Roanoke Rapids, N. C.

STUDENT BODY, SESSION 1943-44

Mauldin, Anne Bruce	Rock Hill, S. C.
Maultsby, Jane Winter	Whiteville, N. C.
Mawyer, Martha Louise	Lovington, Va.
Maynard, Lydia Jean	Hamilton, N. Y.
Mercer, Nancy Ann	Williamston, N. C.
Mitchell, Marilyn Marie	Roanoke, Va.
Moomaw, Anna Margaret	Falling Spring, Va.
Moore, Jane G.	Southern Pines, N. C.
Moore, Ruth Rosenthal	Whiteville, N. C.
Moore, Sue Elizabeth	Winston-Salem, N. C.
Moran, Margaret Pou	Henderson, N. C.
*Morris, Geraldine	Raleigh, N. C.
Morris, Jane Hayden	Mocksville, N. C.
Murphy, Georgia Worth	Charleston, W. Va.
Murphy, Mary Marshall	Salisbury, N. C.
Myers, Caroline Clarkson	Charlotte, N. C.
McCann, Ellen French	Franklin, Va.
*McClamroch, Catherine Elizabeth	Raleigh, N. C.
McKoy, Betty Bacon	Wilmington, N. C.
McMillan, Emily Iris	Wilmington, N. C.
*McMillin, Marcia	Raleigh, N. C.
Nicoll, Elizabeth Rudd	Charlotte, N. C.
Norton, Nancy	Durham, N. C.
Nuchols, Delight Thompson	Charlotte, N. C.
Nutt, Betty Joyce	Greensboro, N. C.
Oglesby, Josephine Carter	Concord, N. C.
Parham, Sue Janice	Sumter, S. C.
Parker, Jeannette Harriet	Jacksonville, Fla.
Parker, Martha Allston	Georgetown, S. C.

STUDENT BODY, SESSION 1943-44

Parker, Mildred Parrott	La Grange, N. C.
Paul, Mary West	Norfolk, Va.
Peden, Elizabeth Gray	Canton, N. C.
Peete, Jane	Warrenton, N. C.
Peoples, Peggy	Oxford, N. C.
Peirson, Mary Elizabeth	Enfield, N. C.
Person, Mary Hodges	Stantonsburg, N. C.
Petesch, Elizabeth Adair	Birmingham, Ala.
Pope, Will Cooper	Dunn, N. C.
*Pou, Betsy Ann	Raleigh, N. C.
Quinerly, Mary Darden	Ayden, N. C.
*Ragland, Henrietta	Raleigh, N. C.
Ramsey, Sally Wyatt	Lynchburg, Va.
Ray, Barbara Ann	Charlotte, N. C.
Reeves, Mary Carolyn	Sanford, N. C.
Rickenbaker, Jean Elliott	Union, S. C.
*Riddle, Hannahlyn	Raleigh, N. C.
Robertson, Sallie Baker	Washington, N. C.
Robinson, Isabel Barton	Washington, D. C.
Rodgers, Patsy Maria	Warrenton, N. C.
Rodwell, Margaret Jeffress	Warrenton, N. C.
Rogers, Sylvia Imogene	Smithfield, N. C.
Rosser, Janet McLane	Vass, N. C.
*Ruffin, Dorothy Haywood	Raleigh, N. C.
Rylander, Frances Davenport	Americus, Ga.
Seaman, Lucy Davis	Warrenton, N. C.
*Seltman, Ann Marie	Raleigh, N. C.
*Senay, Ellen Brent	Raleigh, N. C.
Shackelford, Frances Martin	Martinsville, Va.

STUDENT BODY, SESSION 1943-44

Shamburger, Alice	Aberdeen, N. C.
Sharpe, Winifred Walker	Elm City, N. C.
Shaw, Elizabeth Coleman	Portsmouth, Va.
*Simpson, Jeannette Wine	Raleigh, N. C.
Skidmore, Margaret English	Albemarle, N. C.
Sloan, Jane Elliot	Charlotte, N. C.
*Smith, Floye Lowrance	Raleigh, N. C.
Smith, Maybelle Albertson	Rocky Mount, N. C.
*Smith, Virginia	Raleigh, N. C.
Smutny, Florence Adele	Morehead City, N. C.
Spilman, Lila Saunders	Turnersburg, N. C.
Stenhouse, Mary Cleaves	Goldsboro, N. C.
Stephens, Ann	Newport News, Va.
Stevens, Mary Howard	Winston-Salem, N. C.
Stewart, Sarah Robertson	Fayetteville, N. C.
Stockton, Sara Elizabeth	Winston-Salem, N. C.
Stoney, Martha Washington	Anniston, Ala.
*Stoughton, Barbara	Raleigh, N. C.
Street, Ruth Wallace	Charlotte, N. C.
Sullivan, Jean Carter	Rocky Mount, N. C.
Talbot, Caroline Brachenridge	Norfolk, Va.
Taliaferro, Caroline Davis	Cranford, N. J.
Tarry, Sallie	Brookneal, Va.
Taylor, Katherine Jones	Dunn, N. C.
*Telfair, Michelle	Raleigh, N. C.
*Terry, Mary Helen	Raleigh, N. C.
*Thomas, Barbara Jane	Raleigh, N. C.
Thomas, Eleanor Randolph	Charlotte, N. C.
Thomas, Elizabeth Crowdus	University City, Mo.
Thomas, Marion Moore	Charlotte, N. C.

STUDENT BODY, SESSION 1943-44

Thompson, Betsy Scott	Graham, N. C.
*Thompson, Charlotte Marguerite	Raleigh, N. C.
Thomson, Elizabeth Alexander	Charlotte, N. C.
Thornton, Kathryn Damaris	Palatka, Fla.
Thorp, Ivrin Jones	Fries, Va.
Thorp, Susan Middleton	Rocky Mount, N. C.
Thorpe, Phyllis Sherlock	Pelham Manor, N. Y.
Thorsen, Mary Ann	Franklin, Va.
Tolar, Susan Rawlings	Fayetteville, N. C.
Tucker, Mary Arden	Warrenton, N. C.
Tyler, Florence Lyle	Dunn, N. C.
Urner, Nancy	Pittsburgh, 16, Pa.
Vann, Ida Raye	Clinton, N. C.
Verdery, Stuart	Fayetteville, N. C.
Wade, Carrie Maie	Charlotte, N. C.
Warner, Amy Ethel	Asheville, N. C.
*Weaver, Catherine Jane	Raleigh, N. C.
Weaver, Patricia Exum	Asheville, N. C.
Whitaker, Harriet Murray	Kinston, N. C.
White, Anne Nash	Fayetteville, N. C.
White, Josie Barnes	Greenville, N. C.
Williams, Frances Bryan	Lynchburg, Va.
*Williams, Helena Gragard	Raleigh, N. C.
Williamson, Emily Yandell	Memphis, Tenn.
Wilson, Elizabeth Virginia	Elizabeth City, N. C.
*Wilson, Mary Helen	Raleigh, N. C.
*Windes, Betty Ruth	Raleigh, N. C.
Winslow, Betty	Hertford, N. C.
Winslow, Margaret Penelope	Rocky Mount, N. C.

STUDENT BODY, SESSION 1943-44

*Wollett, Frances Vivian	Raleigh, N. C.
Wood, Anne Langhorne	Edenton, N. C.
Woodruff, Lucy Bright	Clermont, Fla.
Woodson, Brent Blackmer	Salisbury, N. C.
*Woolard, Clarice Elizabeth	Raleigh, N. C.
Works, Evelyn Mae	Rocky Mount, N. C.
*Yates, Viola Isabel	Raleigh, N. C.
Young, Alma Bryce	Dunn, N. C.

SPECIALS

*Bynum, Mrs. R. M., Jr.	Raleigh, N. C.
*Hobbs, Nancy	Raleigh, N. C.
*Jones, Peggy Royster	Raleigh, N. C.
*Krall, Mrs. Leo P.	Raleigh, N. C.
*La Rue, Violet Virginia	Raleigh, N. C.
*Lawrence, Betsy Tom	Raleigh, N. C.
*Maegill, Charles Richard	Raleigh, N. C.
*Ragland, Mary Marshall	Raleigh, N. C.
*Reynolds, Ensign Frances	Raleigh, N. C.
*Simons, Mrs. Mary J.	Raleigh, N. C.
*Upchurch, Martha	Raleigh, N. C.

Learn these words before the opening of school:

SCHOOL HYMN

We build our School on Thee, O Lord
To Thee we bring our common need;
The loving heart, the helpful word,
The tender thought, the kindly deed.

We work together in Thy sight,
We live together in Thy love;
Guide Thou our falt'ring steps aright,
And lift our thoughts to heaven above.

Hold Thou each hand to keep it just,
Touch Thou our lips and make them pure;
If Thou art with us, Lord, we must
Be faithful friends and comrades sure.

We change, but Thou art still the same,
The same good Master, Teacher, Friend;
We change; but Lord, we bear Thy Name,
To journey with it to the end. AMEN.

—*Sebastian W. Meyer, 1908.*

ALMA MATER

(TUNE: "*Believe Me If All Those Endearing
Young Charms*")

Saint Mary's! wherever thy daughters may be
They love thy high praises to sing,
And tell of thy beauties of campus and tree
Around which sweet memories cling;
They may wander afar, out of reach of thy name,
Afar out of sight of thy grove,
But the thought of Saint Mary's aye kindles a
flame
Of sweet recollections and love.

Beloved Saint Mary's! How great is our debt!
Thou has cared for thy daughters full well;
They can never thy happy instructions forget,
Nor fail of thy virtues to tell.
The love that they feel is a heritage pure;
An experience wholesome and sweet.
Through the fast rolling years it will grow and
endure;
Be a lamp and a guide to our feet.

May the future unite all the good of thy past
With the best that new knowledge can bring.
Ever onward and upward thy course! To the last
Be thou steadfast in every good thing.

Generations to come may thy fair daughters still
Fondly think on thy halls and thy grove
And carry thy teachings—o'er woodland and hill—
Of earnestness, wisdom, and love.

HAIL, SAINT MARY'S

Adapted from Margaret Mason Young, 1899

In a grove of stately oak trees,
Where the sunlight lies,
Stands Saint Mary's true and noble
'Neath the Southern skies.

*Far and wide, oh sound her praises,
Chorus full and free.
Hail, Saint Mary's, Alma Mater,
Hail, all hail to thee!*

Well we love the little Chapel,
Ever hold it dear;
Hear the echoes of the music,
Rising soft and clear.

Far and wide, etc.

There the ivy and the roses
Climb the old stone wall,
There the sweet, enticing bird notes
Sound their magic call.

Far and wide, etc.

There the bonds of friendship strengthen,
As her beauties charm,
We draw close to Alma Mater,
Trust her guiding arm.

Far and wide, etc.



*If this book is lost, another copy may be obtained
at the office for ten cents.*

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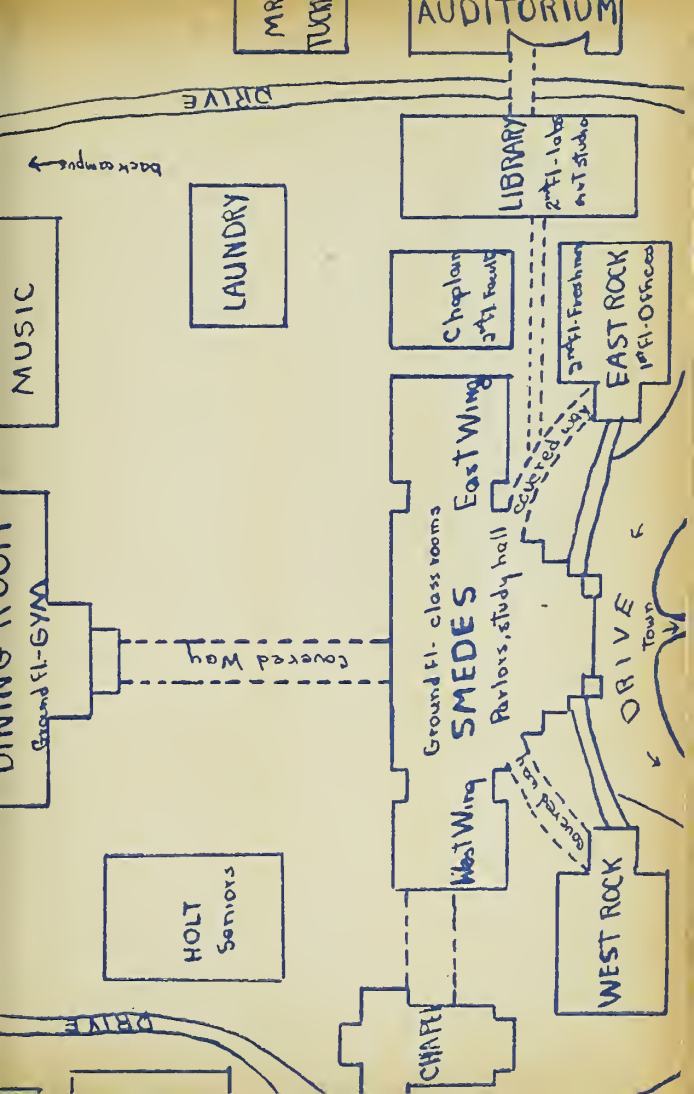
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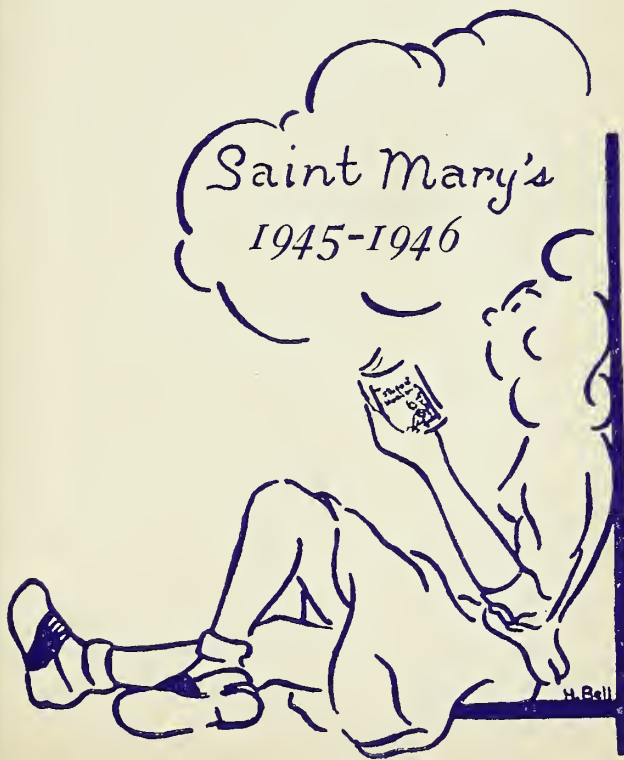
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STUDENT HANDBOOK

Saint Mary's
1945-1946



All rules and regulations in the world are not worth the paper they are written on, if you don't fall into the spirit of being a Saint Mary's Girl. Sure, there will be things to gripe about, there are people who are irritating, and duties that are not always desirable. In brief, it's easy to find fault and be critical no matter where you are, but try to be a "giver," not a "taker." The whole art of becoming somebody, wherever you are, lies in the art of giving of yourself, and contributing and helping to build.

We want to be proud of you as a Saint Mary's Girl, and will try to do our part; however, in the final analysis, it rests mainly with you.

STUDENT HANDBOOK

SAINT MARY'S SCHOOL
AND JUNIOR COLLEGE

RALEIGH, NORTH CAROLINA

1945-1946

Edited for

Student Government Association

By GINGER YOUNG

BRING THIS BOOK WITH YOU

IMPORTANT, NEW GIRLS

New students should read and become thoroughly familiar with the contents of this HANDBOOK before coming to school. During the first two weeks of school members of the New Girl Training Committee will hold classes to help new students learn the HANDBOOK thoroughly, and they will then give a test which all new students are required to pass.

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STUDENT GOVERNMENT OFFICERS

President Kathryn Fulton
Vice-President Susan Ashburn
Secretary To be elected from Honor Council

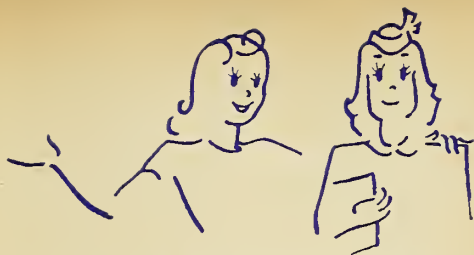
Honor Council Members :

Senior Class	{ Lib Price Hines Dabney Little
Junior Class	
Underclassmen	} To be elected

Chairman of the Hall Council Poncie Dawson
Secretary of the Hall Council Emma Katie Guion
President of the Day Students To be elected

OTHER CAMPUS OFFICERS

Editor of the <i>Belles</i>	Sally Ann Elliott
Editor of the <i>Bulletin</i>	Mary Pinckuey
Editor of the <i>Stage Coach</i>	Jane Campbell
Business Manager, <i>Stage Coach</i>	Fabian Wadsworth
Chief Marshal	Mary Helen James
Chief Dance Marshal	Betty Goodwyn



WELCOME

Dear New Students:

We want to welcome you to Saint Mary's. We, who have been here before, are looking forward to having you with us this year, and we hope that you will soon feel "at home."

We realize how new and strange school life will be to you at first, because we were once new students too. We want to help you in every way to become a part of Saint Mary's soon.

At Saint Mary's everyone participates in our Student Government Association. Therefore, it is the personal responsibility of every individual to uphold the principles of self-government. This form of government is a privilege; it should and must be respected.

To respect and uphold Student Government, you must live by the rules and regulations of the school. In order to do this, you must familiarize yourselves as quickly and as thoroughly as possible with these rules in the *Handbook*. The sooner

WELCOME

you follow the rules of the *Handbook* and take part in Student Government sincerely, the sooner your life here will be happier.

"A word to the wise is sufficient," and here are a few suggestions that will help you find your place in school. One of the old girls will be your "big sister" for the coming year. She will acquaint you with the campus, the faculty, the old students, answer questions, and help you in any way she can. Be sure you get to know her well. Ask her to explain to you the importance of the "covered way," the regulations for downtown shopping, the Little Store, dating, and Chapel. Also, get to know the faculty. They'd like to know you and it is possible to form many lasting friendships. Go out for various activities. Part of the pleasure at Saint Mary's is getting to know other girls. Finally, study. It's what you're coming here for. Don't bury yourself until June, but consistent, hard work balanced with well-timed play will make your life at Saint Mary's easier and more enjoyable.

We are looking forward to having you with us, and we hope that Saint Mary's will soon mean as much to you as it means to us and to those girls who have been here before us.

KATHRYN FULTON, *President,*
Student Government Association.



In the spring of 1937 at the instigation of the faculty the student body of Saint Mary's School voted to reorganize the then limited student government and to extend it to include all phases of student conduct. This adoption of complete student government based on the Honor Code was motivated by the students' belief that self-government guided by rigid honesty is the most intelligent and pleasant method of administering a well ordered society. During the years that this plan has been in operation a sufficient number of difficulties have been solved and smoothed out to convert the original "beliefs" into deep and stalwart convictions, convictions that are synonymous with principles. Years of such student government have made the whole student body jealous of this privilege of governing themselves; consequently, they regard any violation of the Honor Code as an attack on, and as dangerous to, student government, and naturally punish it promptly, justly, and appropriately.

But more important and significant than simply maintaining student government is the attitude

that has developed within the whole student body toward the single idea on which the whole student government is built: HONESTY. Here a girl's word is her bond. When questioned officially, whether in the classroom, on the athletic field, or anywhere else, a girl is *expected* and *required* to be *rigidly truthful*. Obviously, honesty of *word* is but a mockery unless accompanied by honesty of *action*. Defined simply, cheating* is securing information at a time and in a manner that is not permitted. Stealing is taking and keeping, without permission from the owner, anything that belongs to somebody else. Too, a student must have *written permission* in order to leave the campus. Thus, lying, cheating, stealing, and leaving the campus without permission are the four worst violations of the Honor Code.

The contributions of Saint Mary's School to the growth and development of a girl's character cannot be summed up in the mere words of this or that particular code. The Constitution and Regulations of student government, the accumulation of one hundred years of tradition, the atmosphere of the school's stately lawns and buildings, the lasting achievements of past administrators and students, and the high purpose and scholastic standing of the school all mingle into a single enduring force that indelibly leaves its mark on every Saint Mary's girl. Thus is she known.

*See page 52 for full definition.



1945

September 17, Monday:

Faculty assembly; registration and classification of day students.

September 18, Tuesday:

New resident students report.

September 19, Wednesday:

Returning resident students report; registration and classification of resident students; placement tests for new students.

September 20, Thursday:

Opening service of Advent Term.

November 1, Thursday:

All Saints: Founders' Day.

November 22, Thursday:

Thanksgiving Day.

December 18, Tuesday:

Christmas vacation begins at 3:45 P.M.

SCHOOL CALENDAR

1946

January 2, Wednesday:

Resident students report by 10:00 P.M.

February 4, Monday:

Easter Term begins.

March 6, Wednesday:

Ash Wednesday: Lent begins.

March 21, Thursday:

Spring vacation begins at 1:00 P.M.

March 27, Wednesday:

Spring vacation ends, 10:00 P.M.

April 19, Friday:

Good Friday.

April 21, Sunday:

Easter Day.

May 11, Saturday:

Alumnæ Day.

June 2-3:

Commencement.



ABOUT CLOTHES:

You'll need:

Cottons for spring and fall, wools for dinner and dates, suits for concerts.

Skirts and shirts; some have as many as seven or eight, but two or three good ones with several matching sweaters will do.

One or two evening dresses for campus concerts and formal dances.

A short white dress for Easter and commencement.

High heels for dinner and town.

ABOUT NECESSITIES:

You'll need:

- Flashlight
- Laundry bags
- Sewing bag
- Clothes brush
- Clock
- Shoe bag

Hammer
Scissors
Bureau scarfs
Skirt hangers
Sweater stretcher
Study lamp
Name tapes
Soap dish
Hatbox
Sock stretcher
6 towels
Wash cloth
6 sheets
3 pillowcases
Blankets
1 pillow
Hot water bottle
Pair of bedspreads
Comfort
6 linen napkins
Umbrella
Bathing cap
Tennis racket
Slacks, play suit, shorts, or tennis dress.
If you have an opportunity to buy a
gym suit from a former Saint Mary's
girl, be sure to do so.
Heavy sweater or jacket

ABOUT THAT ALLOWANCE:

Some girls live on less than ten dollars a month; simple to do if you're wise.

You'll need it most of all for stamps, donations, contributions, room furnishings, and the Little Store.

And of course you'll put *at least ten per cent of your allowance in War Savings Stamps*. The *Belles Staff* comes around to your room every two weeks to sell them.

ABOUT GETTING AHEAD:

STUDY, STUDY, AND STUDY SOME MORE.

Learn school songs.

Go in for some extracurricular activities such as publications, glee club, etc., but limit yourself to three or four and be sure to do these well.

Read the bulletin board.

Know everyone, students and faculty, people are important.

Know your HANDBOOK thoroughly. Be on time for meetings and appointments.

Don't borrow money.

DON'T WASTE TIME TALKING ABOUT WORK—DO IT!

CONFIDENTIALLY

Courtesy and politeness are inexpensive. Use lots of both.

ABOUT STUDYING:

Work hard. Afternoon studying is necessary if you want to go to classes prepared.

BEGIN YOUR OUTSIDE READING THE DAY IT IS ASSIGNED AND KEEP IT UP.

Take good, brief notes in class. Don't rely on memory or on using your neighbor's notes; her hieroglyphics won't mean a thing to you.

Get assignments in on time.

Work when you work, and play when you play. Talk to instructors outside class if you're worried; they'll help you.

Don't be a dormitory bore. When you find people studying, leave them alone.

ABOUT CAMPUS AIDS:

You can buy or charge anything from pencils to laundry bags at the Book Store.

Mail time is 8:00 a.m., 1:30 p.m., and 6:00 p.m. Mail leaves at 6:00 a.m. and 4:30 p.m.

Keep only change in your room. Keep your folding money at the Business Manager's office until the day you need it. Hours: Monday

CONFIDENTIALLY

through Friday, 2:45-4:00 p.m.; Saturday, 8:30 a.m.-12-15 noon.

Mrs. Derrick across the street fixes hems and rips. Ask some senior the way.

There is a good beauty parlor at the Cameron Court Apartments. Ask a senior about this, too.

See Mrs. Simpson for room articles such as light bulbs, and for party equipment such as cups and saucers.

See Miss Brown at the bookstore about your dry cleaning.

See Mr. Stoughton about train reservations and transportation in general.

ABOUT TALKING:

Of course, since we're females, we're expected to talk a good deal of the time, but that doesn't give us an excuse to talk *all* the time. Our tendency to exchange confidences should end when we're gathering for prayer, as we are six times a week in the Chapel. Smothered giggles and whispered words are not conducive to the spiritual atmosphere which should exist in our chapel. And while we're on the subject, that also goes for assembly and concerts. There is no reason for shrieking and screaming unless you are very, very adolescent.

ABOUT ROOMS:

Keep them clean. It's simple to do if you straighten up a trifle *every day*. Just don't let yourself stay in the room with a week's trash. But don't make a maid out of your roommate either. And remember, sloppiness never paid any dividends. When a visitor sees your messy room, she pigeonholes *you* right away. When a faculty member sees it, she does more than that.

AND ROOMMATES:

Before you come to school, you will have done a lot of thinking about your future roommate. You will have wondered if she'll be pretty, popular, studious, easy to know, or a "drip." You will have formed your own idea of the perfect roommate. But when she walks in, don't size her up in one glance. Be slow to form opinions. She's bewildered (just as you are) and probably homesick. So have a good time planning the room together, playing tennis together, and see if you don't discover one of the finest friends you've ever had. But if you can't get along with each other, talk to your Big Sister right away, or to your faculty adviser.

ABOUT YOUR INSTRUCTORS:

After all, they *are* human and they don't bite. No matter how forbidding some may seem,

don't ever hesitate to talk your situation over with them. Cultivate them and before long you'll find that you count them among your grandest friends. Get to know your faculty adviser well.

ABOUT MEN:

They're peculiar. And, strangely, they are also conservative, though you wouldn't think so when you see the way your brothers cut up with those glamorous gals at school. But just you try any of that swift routine and his wrath will hit you like a ton of bricks. Why? Because you are something he really cares about and he can't stand to have you appear cheap or showy. Here are a few important DON'TS:

DON'T:

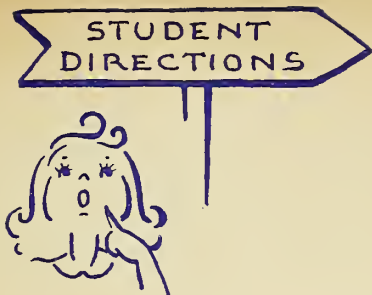
- try to be sophisticated.
- fleece your date; he needs that money for more important things.
- be raucous and giggle.
- keep your date waiting in the parlor.
- forget your date at the girl-break just because you want to rush a new attractive face.
- chew gum in library, class, chapel, or public places.

- borrow things.
- let your radio or victrola play loudly.
- forget that you are a Saint Mary's girl!

DO:

- be on time, whether returning from town or going to meals. It is not only a part of your training, but considerate of others.
- try saying nice things about other people in bull sessions. Human nature doesn't change. People are going to talk about you in the same manner that you talk about them.
- wear coats over gym suits when going to and from the gym.
- dress, whether for sports or otherwise, so that your costume won't draw frowns.





A. DORMITORIES

1. BEING QUIET IS BEING CONSIDERATE.
2. Girls dress appropriately for dinner, with stockings or leg make-up.
3. Girls dress formally for dinner before concerts and special occasions.
4. Bandanas are not permitted in dining room or in class.
5. Girls should be fully dressed to appear in the lower halls or parlor floor of Smedes.
6. Students *must* wear soft bedroom slippers or scuffs on dormitory halls.
7. Students must not deface walls or furniture.
8. Don't cross *DO NOT DISTURB* signs.

STUDENT DIRECTIONS

B. OFF CAMPUS

1. Weekday special permission slips must be filed at Miss Davis' desk immediately after lunch, except on Tuesdays and Thursdays. On these days permission slips are signed in Miss Tucker's office. (Subject to variation.)
2. Saturday night, students may sign on the Town Sheet for Saturday night movies. Chaperon necessary (not for seniors).
3. Students should be suitably dressed when leaving school. Hats, stockings, and gloves are required.
4. Girls must not go into office buildings or hotels unchaperoned, or south of the Sir Walter Coffee Shop.
5. Students wishing to skate must sign after 2:45 p.m. with the faculty hostess. and use the Hillsboro Street sidewalk or the sidewalk behind the school. Limit, one hour.
6. Students wishing to go walking must sign after 2:45 p.m. with the faculty hostess and walk on St. Mary's Street. Limit one hour.
7. Students wishing to ride horseback must sign up with Miss Tucker before 1 o'clock.

STUDENT DIRECTIONS

C. STUDY HALL

1. Students making up supervised study hall must leave a signed statement stating this, on the study hall desk before 7:30 p.m.
2. Students who study in classrooms should leave them in order.

D. SUN PORCH REGULATIONS

1. No radios or food and drink.
2. No standing *on* the rail.
3. Only twenty girls on the porch at one time.
4. *Reasonable quiet* necessary.
5. Articles brought on roof should be taken back to owner's room.
6. Rooms passed through should not be disturbed.
7. Girls must sign up on chart in covered way.
8. Staying limit: one hour.

E. FIRE DRILLS

The signal for fire drills is the siren and ten rings of the bell.

Girls on Halls:

1. Turn on lights.
2. Close windows.
3. Take towel (bath).
4. Put on coat.

STUDENT DIRECTIONS

5. Close door and transom of room.
6. Stand at appointed place in hall. (Unless hall teacher rules differently, the appointed place shall be single file at the head of the stairs.)
7. "Number off" when signal is given by fire captain.
8. Proceed (single file) down appointed stairway to appointed place on the campus.
9. Again "number off" when signal is given by captain (to see that everybody is out).
10. Return to hall at signal of one bell.
11. *Quiet must be maintained during the whole drill.*

F. THE HUT

The Recreation Hut, *mainly a faculty retreat*, is available to student groups or clubs for such things as special suppers or picnics under the following conditions:

1. Applications for use of the Hut must be submitted to Miss Tucker (well in advance of date desired).
2. Whoever uses the Hut must be responsible for cleaning up and leaving the house and grounds in order.

G. LIBRARY

1. Library hours :

Weekdays, 8:30 a.m.-9:45 p.m.

Sundays, noon-9:45 p.m.

A trained librarian is on duty:

Monday-Friday, 8:30 a.m.-4:30 p.m.

Saturday, 8:30 a.m.-1:00 p.m.

Three evenings a week, 7:30-9:45 p.m.

2. New students will visit the library during the first week of school. They will be shown the arrangement of the library and the method of charging out and returning books.
3. A course in the use of the library is given to all new students during the first semester.
4. Library regulations will be posted on the bulletin board in the library during the first two weeks of school. Students must familiarize themselves thoroughly with these regulations.
5. Names of students who have overdue books, or who owe library fines, are posted each morning on the Library bulletin board in the East covered way for resident students, and on the day students' bulletin board for the day students. Students are expected to consult these bulletin boards each morning, and report to the library when their names are posted.

STUDENT DIRECTIONS

6. A student who receives a *yellow* library notice should answer it during her first free period and bring the notice with her. Library notices for resident students are placed in their mail boxes; those for day students are posted on the day students' bulletin board.
7. The following library offenses are dealt with by the Honor Council:
 - a. Taking a *reference* book from the library.
 - b. Taking a book from the library *without leaving its signed card*.
 - c. *Mutilation* of any library property, such as marking in books, clipping newspapers, or defacing furniture.

H. GENERAL

1. When the hostess comes late to the table in the dining room, the girl sitting on her right or left stands and seats her.
2. Upon leaving the dining room, students should leave the building, not linger on the stairway.
3. *Personal notices should be answered either immediately or at the time specified.*
4. Infirmary slips must be secured from Miss Davis or from Miss Tucker's office if a student has to go to the infirmary during school hours.

STUDENT DIRECTIONS

5. At the beginning of each session new students will be assigned to members of the faculty who will act as advisers. *Each student must report to her adviser every two weeks during the first quarter; thereafter, she reports immediately upon receiving her grades. Old students report to their last year's advisers.*
6. Students whose grades are unsatisfactory may be required to give up one or all extra-curricular activities.
7. All students attend choir practice on Sunday morning at 9:30 a.m.
8. *Students are responsible for reading the bulletin board notices which affect them.*
9. In church, particularly, it is rude to turn and stare at late comers.



The rules set forth here form a pattern of behavior expected of a Saint Mary's girl. They do not pretend to list undesirable actions which are incompatible with dignity and self-respect and are permitted nowhere. In general she is expected to conform to the live-and-let-live principle of any democratic, well-ordered community.

A girl is expected to report herself in writing when she breaks any school regulations. When any girl gets to the point where she considers not reporting herself because she might be able to get away with something, that is the time for her to leave Saint Mary's.



STUDENT REGULATIONS

I. SOCIAL REGULATIONS: ON CAMPUS

A. Dormitories

1. Students must be on their own halls at 10:00 P.M.
2. *Underclassmen* must be in their rooms with lights out at 10:30 P.M.
3. *Upperclassmen* must be in their rooms with lights out at 11:00 P.M.
4. Students attending concerts, dances, etc., must have lights out thirty minutes after returning.
5. Rooms must be reasonably neat at all times.
6. *Quiet must be observed* on the halls during the following hours:
 - a. Monday through Friday
 - 9:00 A.M.—1:00 P.M.
 - 1:45 P.M.—3:45 P.M.
 - 7:30 P.M.—9:30 P.M.
 - 10:00 P.M.—7:00 A.M.

STUDENT REGULATIONS

b. Saturday

9:00 A.M.—1:00 P.M.

10:00 P.M.—8:00 A.M.

c. Sunday

2:00 P.M.—3:30 P.M.

(All girls except Seniors must remain on their halls)

10:00 P.M.—7:00 A.M.

7. Students may spend Saturday nights out of their rooms *if they sign up with the hall presidents concerned.*
8. DO NOT DISTURB: This sign is given to each girl and *must not be crossed.*

B. Chapel and Assembly

1. Chapel services are on Mondays, Wednesdays, and Fridays at 8:35 A.M. (and Tuesday nights after dinner for resident students). Every student must attend and take her assigned place *Doors are closed at 8:40 A.M.*
2. Student Assembly is in the auditorium at 8:25 A.M. on Tuesdays and Thursdays. All students must attend and take assigned places. *Doors are closed at 8:30 A.M.*
3. Sunday at 10:35 A.M. resident students assemble in the study hall before going to church.

STUDENT REGULATIONS

C. Meals

1. Students must attend all meals except:
 - a. Saturday morning breakfast.
 - b. Saturday lunch.
 - c. Hall Presidents may sleep through Sunday morning breakfast and choir practice once a month.
 - d. Seniors may cook dinner Saturday night in Holt, if they sign up with Miss Davis by 6:00 p.m. Friday.

D. Telephones

1. Pay telephones may not be used during quiet hours.
2. The general office telephone in East Rock is available to students from 4:00 to 6:00 p.m. on weekdays for INCOMING CALLS only.
3. All telephone calls are limited to five minutes.

E. Smoking

Besides the school's belief that smoking is detrimental to adolescent girls, the matter presents difficult problems when both high school and college students are concerned. For these reasons, Saint Mary's does not permit smoking in school.

STUDENT REGULATIONS

Away from school girls may smoke :

1. In public places accompanied by approved chaperons, with their permission.
2. In private homes with the permission of the hostess.
3. Girls may not ask a chaperon to accompany them to the Little Store for the sole purpose of smoking.

II. SOCIAL REGULATIONS: OFF CAMPUS

- A. Each student is responsible for seeing that she is signed in and out *correctly* and that she has the required permission. She may not leave the campus without one.
- B. Students are not allowed to ride in private cars without special permission.
- C. Two or more students go down town together.
- D. Little Store (stores a block down and on opposite side of street from Saint Mary's, store at Boylan Apartments, and the Toddle House).
 1. Students may go to the Little Store once any weekday *for half an hour*, 2:45-6:00 p.m.

STUDENT REGULATIONS

2. Students who sleep through Saturday breakfast may go to the Little Store or to the Toddle House once during the morning, for forty-five minutes.
3. Students may go to the Little Store on Saturday for lunch between 1:00-2:00 p.m.

E. Town*

1. *Seniors:*
 - a. Seniors have four town permissions a week, 2:45-6:00 p.m.; one can be taken 6:00-10:00 p.m., Saturday.
 - b. All persons living in Holt sign in the Senior Book for afternoon town leave.
 - c. Seniors and dates may go to lunch and movies on Saturday, 1:00-6:00 p.m., or that night to dinner and movies, 5:30-10:00 p.m., with permission from parents. Not in cars.
 - d. Four or more seniors may go to dinner and movies on Saturday night, 5:30-10:00 p.m., or Sunday afternoon, 12:30-3:30 p.m.
2. Juniors with advanced standings and Business students: Privileges will be

*Town permissions may be reduced in number if a student's work is found unsatisfactory.

STUDENT REGULATIONS

adjusted in accordance with previous year's record, and their special privileges will be posted early in the year.

3. *Juniors:*

- a. Juniors have three town permissions a week, Monday through Friday, 2:45-6:00 p.m.; Saturday, 1:00-6:00 p.m.
- b. Juniors sign the Town Sheet for shopping and movies.
- c. Juniors may go to lunch and movies with dates on Saturday, 1:00-6:00 p.m., or from 5:30-10:00 p.m. Sundays, 12:30-5:00 p.m., with permission from parents. Not in cars.

4. *Underclassmen:*

- a. Underclassmen have two town permissions a week, Monday through Friday, 2:45-6:00 p.m.. Saturday mornings, 9:30 a.m.-12:45 p.m.. or Saturday afternoon, 1:00-6:00 p.m.
- b. Underclassmen may not go out with dates.

F. **Invitations**

1. Students may go out with friends

On Sunday

12:30-5:00 p.m.

6:00-9:00 p.m.

STUDENT REGULATIONS

On Saturday

1:00-6:00 p.m.

6:00-9:45 p.m.

(If combined, these Saturday invitations count as two permissions.)

10:30 a.m.-7:30 p.m. (High School students only).

2. Invitations for Saturday or Sunday must be received and approved by Mrs. Cruikshank, or Miss Davis, or Miss Tucker by 1:00 p.m. Saturday.
3. Students may not leave the home of the hostess unless accompanied by her, or unless special permission is obtained.
4. Invitations must be received directly through the school, not through the student. In general, hostesses must call for students whom they wish to invite out and return with them to school.*
5. A written permission from parents releasing the school from all responsibility is required for students to ride out of Raleigh in privately operated cars.

G. Week-ends:

1. Students may leave after classes on Friday and must return by 6:00 p.m.

*Subject to modification

STUDENT REGULATIONS

on Sunday. Exceptions as to time of departure will be dealt with as they occur.

2. In addition, each senior may take one extended week-end each semester, after her last class, Thursday to Sunday, 6:00 p.m.
3. Students may take two Saturday nights each semester from 1:00 p.m. Saturday until 10:30 a.m. Sunday morning. Seniors may extend one of their Saturday overnight privileges to nine o'clock Sunday night.
4. Students may put their two Saturday night privileges together and count them as a week-end to begin on Saturday after classes and end Sunday night at 9:00 p.m.
5. Students *may not* take a week-end if they have to miss a class in a subject in which they have a failing grade.
6. No one may take a week-end without permission from the President, written permission from home, and a written invitation from her hostess. Application for a week-end permission must be filed in Miss Tucker's office by Thursday.

STUDENT REGULATIONS

7. Usually no week-ends are granted during the first four weeks of school, during December and January, immediately before or after spring vacation, or during the last two weeks in May. New students are not allowed week-ends during the first five weeks of school.
 - a. Students may leave school after their mid-term examinations for the rest of the week provided they count this absence as a week-end or "two Saturday nights."
8. Extra week-ends:
 - a. Honor Roll* students may take one extra week-end at the end of the quarter.
 - b. Honorable Mention† students may take an extra extended Saturday night (Saturday 1:00 p.m.-Sunday 6:00 p.m.) at the end of the quarter.

H. Guests

1. Students may have guests for the week-end, *beginning Saturday*. Apply to Miss Tucker for permission not later than Thursday.

*B+ Average.

†B Average.

STUDENT REGULATIONS

2. Only sisters, prospective students, and recent alumnae may be entertained overnight.
3. Guests must follow the regular routine life of school.
4. Permission for guests in the dining room may be obtained from Mrs. Cruikshank, Miss Davis, or Miss Tucker.

I. Dates

(Dates should be introduced to faculty hostess.)

Girls may have dates on Saturday afternoons (3:00-6:00) and evenings, 8:00-10:00; and on Sunday afternoons, 3:30-5:00 (boundary line runs east and west in front of Smedes).

J. Dances

1. Girl-break dances are held once a month in the gymnasium, 8:00-11:00, except during Lent.
2. Students may attend college dances, these to be included in the overnight permission and week-ends.
3. Students attending dances in Raleigh must stay out in town chaperoned by their own mothers, or in small groups chaperoned by mothers of other Saint

STUDENT REGULATIONS

Mary's girls attending dances, if agreeable to the mother. Permission to spend nights in private homes in Raleigh is given only when girls are with their own mothers.

4. Girls attending dances at the University of North Carolina and other colleges, are expected to stay in the homes of approved hostesses. They are expected to be in within an hour after the dance.

K. Infirmary

Students may not leave the campus for 24 hours, after having been dismissed from the infirmary.

See Miss Davis or Miss Tucker before going to the infirmary, if possible.

Important

All students must return to Saint Mary's immediately upon arrival in Raleigh regardless of the time, unless accompanied by parents.

III. DAY STUDENT REGULATIONS:

1. Day students must attend 8:25 a.m. assembly on Tuesdays and Thursdays in the auditorium, and attend chapel on

STUDENT REGULATIONS

Mondays, Wednesdays, and Fridays, at 8:40 a.m.

CUTS: High School day students have three chapel cuts per month; college day students have four.

2. Day students making an average of C (75) or above may leave the campus during their free periods, with written permission from home.
3. Day students must present written explanation from home for any absence from class or other school duty.
4. Day students may *not* smoke on the campus.
5. Day students may *not* go to dormitory rooms during class hours *or* meal hours.

BULLETIN BOARD



ORGANIZATIONS

I: HONORARY

The Order of the Circle

President	Emma Katie Guion
Secretary	Jane Campbell
Treasurer	To be elected

“As the Circle symbolizes unity, so the purpose of this organization shall be to promote a spirit of co-operation among the students by the cultivation of high ideals of service, fellowship, citizenship, and scholarship and to assist new students in finding their place in school life and activities.”

Literary Societies: Sigma Lambda and E. A. P.

Sigma Lambda

President	Kitty Quintard
Other Officers	To be elected

ORGANIZATIONS

E. A. P.

President	Fabian Wadsworth
Other Officers	To be elected

The Literary Societies choose new members on the basis of writing ability alone. Throughout the year girls are encouraged to submit anything original to either society as a basis for admission. During the year the members write poetry, essays, short stories, debates; and each member must submit two compositions. The best of these is submitted to judges, who award points to the best ones. At the end of the year the society whose members have written the best papers wins the cup.

Letter Club

President	Athalia Alligood
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The Letter Club is the Honorary Athletic society. Its members, those girls making two all-star teams in any of the major sports, are given their association insignia.

Le Cercle Francais

Officers	To be elected
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The purpose of Le Cercle Francais is to furnish enjoyable activity for those students who have reached a certain degree of proficiency in the spoken and written language. The programs include songs, games, skits, puppet shows, and talks on art, music, and travel.

ORGANIZATIONS

II: VOLUNTARY

Altar Guild

President

Mary Willis Sledge

The Altar Guild, which has charge of preparing for chapel services, is composed of seniors.

Choir

Membership in the choir is open to any student. The choir vests on Sunday and special festivals.

Glee Club

Glee Club members are chosen from the applicants by the head of the music department. Every spring the glee club presents a program.

Political Science Club

Officers

To be elected

The Political Science Club is open to all juniors and seniors. At its meetings a guest speaker or the director, Mr. Guess, addresses the group on present political problems.

Dramatic Club

Officers

To be elected

The Dramatic Club, sponsored by Miss Davis, is open to everyone in school. Its members present several plays to the student body, and attend plays given by the Raleigh Little Theatre.

ORGANIZATIONS

Canterbury Club

President	Ginger Young
Vice-President	Katherine Royall
Secretary-Treasurer	Dabney Little

The Canterbury Club, a religious organization for Episcopal Church Colleges, carries out a varied program of worship, study, fellowship, and service at Saint Mary's. Although membership is voluntary for Episcopal boarding students, it is hoped that all girls will contribute, through the Canterbury Club, to the support of an orphan at the Thompson Orphanage in Charlotte, N. C.

Y. W. C. A.

President	Mildred Chappell
Vice-President	Sarah Buchanan
Secretary-Treasurer	Amie Watkins

The Y. W. C. A., an organization for non-Episcopal resident students, was newly organized this year. Plans are to promote more school spirit, and to create a feeling of interest toward the betterment of the school.

III: AUTOMATIC

Athletic Association: Sigma and Mu Societies

Sigma

President	Katherine Royall
Vice-President	Nina Mae DeBerry

Mu

President	Carolyn desChamps
Vice-President	Sue Everett

These are two athletic clubs, Sigma and Mu, to one of which every girl in school belongs. The four officers named above and the two physical education instructors make up the Athletic Board, which plans the year's program of extracurricular athletic activities and keeps records relating to the athletic point system.

The athletic activities at Saint Mary's are divided into major and minor sports. As these sports are carried through the year, teams are chosen and tournaments are played. Individual girls are given points for making teams or placing in tournaments. Also points are given to the athletic association whose members win a tournament.

At the end of the year the Athletic Board makes awards as follows:

1. The athletic club receiving the highest number of points gets the plaque that is presented each year to the winning club.
2. The three individual girls making the greatest number of points during the year receive the highest athletic award.
3. The most outstanding girl in each major sport receives an award.

ORGANIZATIONS

4. Girls making one all-star team are presented with a star. Girls making two all-star teams are asked into the Letter Club, the honorary athletic society, and are presented with the club insignia.
5. If a girl has not received an award but has accumulated three hundred points, she is given a special award for points. It is quite possible for the girl who is interested but not outstanding to make 300 points in two years.

Sigma Pi Alpha

Officers To be elected

Membership into this national modern language society is based upon scholarship. The recently organized Pi Chapter meets with groups from other colleges for discussions or initiations.

The Granddaughters' Club

Officers To be elected

The Granddaughters' Club is composed of the girls whose mothers or grandmothers are alumnae of Saint Mary's. Directed by the Alumnae Secretary, they make money to send cigarettes to armed forces overseas.

The Doctors' Daughters' Club

President	Mary Billings
Vice-President	Ann Lewis
Secretary-Treasurer	To be elected

ORGANIZATIONS

Girls whose fathers are doctors make up the Doctors' Daughters' Club, under the leadership of Mrs. Naylor. Their aim is to help those people who are less fortunate than themselves.

STUDENT PUBLICATIONS

Editor of the <i>Belles</i>	Sally Ann Elliott
Editor of the <i>Bulletin</i>	Mary Pinckney
Editor of the <i>Stage Coach</i>	Jane Campbell
Business Manager, <i>Stage Coach</i>	Fabian Wadsworth
Editor of the HANDBOOK	To be elected

There are four student publications at Saint Mary's: the *Stage Coach*, the *Bulletin*, the *Belles*, and the *Handbook*. The *Stage Coach* is the annual, given out each year on Class Day. The *Bulletin* is the literary magazine, published in December, March, and June. The *Belles* is the semimonthly newspaper. The *Handbook* is the manual of the Student Government Association.

The publications staff, under the direction of the three editors, serves all four publications and therefore does a good deal of varied kinds of writing. Consisting of about twenty-five members, it is chosen from the school at large by the editors and the faculty adviser on the basis of writing ability in competitive trials at the beginning of each year. Girls are urged to try out for the staff.

ORGANIZATIONS

A girl who is a member of the publications staff for two years, and whose journalism work is specially commended by the three editors and faculty adviser, will receive 4 semester hours credit toward graduation.

At the end of each year the three newly elected editors, business manager, and outstanding members of the staff are awarded keys for their excellent work.

MARSHALS

Chief Marshal	Mary Helen James
Marshals	{ Beverly Hancock
	{ Sally Lee
	{ Margaret Martin
	{ Louise Mawyer
	{ Karlyn Sloan

New marshals are elected by the student body from the rising senior class, and assume their duties on the third Sunday before commencement. The marshals take the offering in chapel, lead chapel lines, act as ushers at entertainments in the auditorium, and in general maintain order at all student body gatherings.

DANCE MARSHALS

Chief Dance Marshal	Betty Goodwyn
Senior Dance Marshals	{ Mary Glen Slater
	{ Charlotte Hoffman
	{ Elizabeth Ann Clinard

ORGANIZATIONS

Junior Dance Marshals	Five to be elected
Underclassmen Dance Marshals	Three to be elected
Day Student Dance Marshal	One to be elected
Business Class Dance Marshal	Two to be elected

The dance marshals supervise all dances at Saint Mary's. The chief dance marshal and her executive committee of dance marshals, together with the adviser, work out the plans for every dance and are responsible for seeing that everything runs off smoothly.

CUSTOMS AND TRADITIONS

At Saint Mary's as at all other schools, it is upon the customs and traditions that the co-ordination of the student body and the cultivation of school spirit depend. These customs are legacies of the present classes and inheritances of the classes to come.

Seniors

1. Every senior has a "little sister," chosen from the underclassmen, whom she helps and advises.
2. Seniors give a formal dance in December.
3. The night preceding Christmas holidays the seniors give a Christmas pageant in the chapel. Early the next morning they sing Christmas carols to the students and faculty on the campus.
4. During the last month of school, seniors have tables reserved exclusively for them.

Juniors

1. Juniors entertain the faculty and the student body at a "spook party" given annually at Hal-lowe'en.

2. The juniors give the Junior-Senior dance in honor of the seniors.

3. Juniors make the daisy chain that the seniors carry on class day. (Out for duration.)

General

1. As a part of orientation, the school gives the Old Girl-New Girl party on the first Saturday night after school has opened.

2. Students welcome visitors by singing to them in the dining room.

3. Dance Marshals have girl-break dances once a month, generally, in the gymnasium.

4. The student body remains at school Easter in order to participate in the early morning service.

5. Step singing at the end of school is the formal farewell of the seniors to the school and of the other classes to the seniors.

6. White dresses, though not formal ones, are necessary for Easter and Commencement.

7. After graduation exercises, school is formally dismissed by the chief marshal when she drops a handkerchief in front of the whole school standing in a semi-circle.

FACULTY RULINGS

GRADING

The following system of grading is used at Saint Mary's:

All grades are given in letters.

A: 90—100.

B: 80—90.

C: 70—80.

D: 65—70.

E: 60—65; Conditional; passing grade possible only by re-examination.

F: Below 60; Failure; course must be repeated for credit.

Students entering more than four weeks late may not receive credit for the semester.

Students who miss more than six weeks of classes will not receive credit for the semester's work.

REPORTS

Reports are sent to parents or guardian twice each semester.

CHANGES IN COURSES

No new course may be registered for after the first two weeks of a semester unless by faculty recommendation.

FACULTY RULINGS

CLASS ABSENCES

More than 10 absences during a semester bars a student from the final examination in a 4-hour course; more than 8 in a 3-hour course; more than 5 in a 2-hour course; more than 3 in a 1-hour course.

More than 4 *unexcused* absences for a 4-hour course; more than 3 *unexcused* absences for a 3-hour course; more than 2 *unexcused* absences for a 2-hour course; more than 1 *unexcused* absence for a 1-hour course, each semester, bars a student from final examination. (In some cases permissions to take the examinations may be secured from the Executive Committee.)

Unexcused absences are those not excused by the President or the physician.

Absences before or after holidays are doubled.

Three lates equal one unexcused absence.

PLAGIARISM

The two following paragraphs clearly define plagiarism and the school's general attitude toward it. In practice the school will treat plagiarism as a violation of the Honor Code and will have the Honor Council deal with such violations.

The copying of an assignment or part of an assignment from a book or magazine or from the

manuscript of another student completely defeats the purpose of the assignment, and is forbidden. If you profit by the advice or help of another person (except your instructor) in preparing a theme or a written exercise which is to be submitted as your own work, you should write a full statement of the nature and extent of the help received. "Working together" in mastering the contents of the textbook and in preparing for general class recitation and discussion is often a very helpful method of study and is regarded as entirely legitimate. In case of doubt, ask your instructor.

Extreme care should be exercised to see not only that your work measures up to a standard of honesty in harmony with the Honor System, but also that legitimate borrowing of facts and language is properly acknowledged. Whenever phrasing is borrowed, *even if only two or three words, the indebtedness should be recognized by the use of quotation marks, and frequently by mention of the author's name.* The language of another is not made your own by omission, rearrangement, and new combinations. *If you rely on another for the wording, the language is not your own; and you are guilty, if you present this language as your own, of plagiarism, a serious offense.* When facts which are not matters of general knowledge are borrowed, the indebtedness must be indicated, in text or in footnote, by mention of the exact place from which the information was taken.

POINT SYSTEM

(as set up by the Honor Council)

No student may hold offices amounting to more than 10 points during the year.

10 Points

President of Student Government Association.

8 Points

Chairman of Hall Council.

Vice-President, Student Government Association.

Secretary of Student Government Association.

Editor of *Belles*.

Editor of *Bulletin*.

Editor of *Stage Coach*.

6 Points

Business Manager, *Stage Coach*.

President of the Day Students.

Presidents of classes.

Honor Council members.

Chief Marshal.

Chief Dance Marshal.

Secretary of the Hall Council.

Chairman, Assembly Programs.

President of Altar Guild.

POINT SYSTEM

4 Points

President of Y. W. C. A.

President of Canterbury Club.

Presidents of literary societies.

Marshals.

Dance Marshals.

Presidents of athletic associations.

Hall Presidents.

Members of Legislative body.

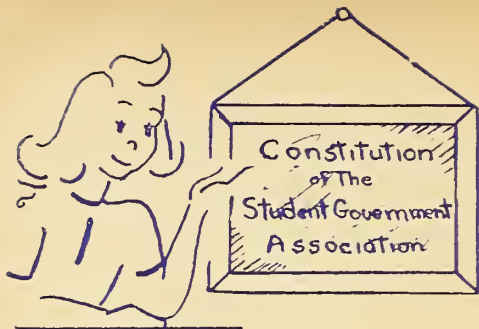
Editor of the HANDBOOK.

2 Points

Vice-Presidents of halls.

Presidents of various clubs.





Inasmuch as we the students of Saint Mary's School and Junior College wish to assume the responsibilities of honor and self-reliance and wish to promote successful group living, we hereby organize ourselves, with the co-operation of the faculty, into an association.

Article I: Name

This organization is called the Student Government Association of Saint Mary's School and Junior College.

Article II: Purpose

The purposes are to inculcate into the students the principles of self-control, responsibility, and honor; to foster loyalty to the school; to maintain a spirit of co-operation between the students and faculty; to regulate student conduct; and to further in every way possible the best interests of Saint Mary's.

Article III: Membership

Section 1. Every student in Saint Mary's School is a member of the Student Government Association.

Section 2. Every member is responsible for knowing the Constitution of the Student Government Association and all regulations governing student conduct.

After successfully concluding the Orientation classes the new students are formally inducted into the Association by saying *en masse*:

I have read the Student Handbook of Saint Mary's School. I accept the responsibility for knowing the contents of this Handbook and pledge my support in maintaining Student Government in fact and in spirit.

Article IV: Advisers

Section 1. A faculty adviser to the Student Government Association, and a faculty adviser to the Hall Council are appointed each year by the President of the school. The president of the Student Government Association and the chairman of the Hall Council may suggest to the President of the school the faculty members they desire as advisers.

Section 2. Duties of the faculty adviser to the Student Government Association :

- a) To consult with the president of the Student Government Association on all matters pertaining to the administration of student government affairs.
- b) To help train the Honor Council in methods of obtaining evidence, analyzing information, reaching decisions, and writing reports to be submitted to the President of the school.
- c) To advise the Honor Council in all hearings and deliberations.
- d) To act, upon request of the Hall Council, as adviser to that body in the absence of the regular faculty adviser.

Section 3. Duties of the faculty adviser of the Hall Council :

- a) To consult with the chairman of the Hall Council on all matters pertaining to dormitory and campus regulations.
- b) To help train the Hall Council in methods of obtaining evidence, analyzing information, and reaching decisions.
- c) To advise the Hall Council.
- d) To act, on request, as faculty adviser to the Student Government Association.

Article V: Officers

Section 1.

- a) The principal student government officers, serving for one year, are: a president, a vice-president, and a secretary of the Student Government Association, a chairman of the Hall Council, a secretary of the Hall Council, a president of the day students. (See Article X, Section 3, b.)
- b) There are also the following officials: members of the Honor Council, class presidents, chairman of assembly programs, vice-chairman of the Hall Council, presidents and vice-presidents of the halls, chairmen of the Legislative Body, student members of the Legislative Body, chief marshal, four other marshals, chief dance marshal, and twelve other dance marshals.

Section 2.

- a) Duties of the *President* are:
 - 1) To call and preside over all meetings of the Student Government Association and of the Honor Council.
 - 2) To appoint seniors to act as chairmen of the five classes and of the Day Students until the presidents of these are elected.

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- 3) To appoint the student members of the Constitution Committee.
 - 4) To submit to the President of the school names of faculty members to serve in official capacities in the Student Government Association.
 - 5) To serve on the Hall Council, *ex officio*.
 - 6) To serve on the Legislative Body, *ex officio*.
 - 7) To assume direction of matters not specifically assigned to other student government officers.
- b) Duties of the *Vice-President* are :
- 1) To perform the duties of the President in her absence or at her request.
 - 2) To act as chairman of the Constitution Committee.
 - 3) To serve on the Honor Council, *ex officio*; to vote in place of an absent member.
 - 4) To act as chairman of the Orientation Committee.
 - 5) To serve as a member of the Legislative Body.
 - 6) To secure in the fall from the President of the school the annual reports of the Honor Council, Hall Council, and Legis-

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lative Body of the previous year, and to submit them to the Legislative Body to be read at the first meeting.

- 7) To collect at the end of each school year all records of the secretaries of the Student Government Association, Hall Council, Legislative Body, and to deliver them to the Secretary to the President of the school, for safekeeping until the fall.

c) Duties of the *Secretary* are :

- 1) To record the proceedings of all meetings of the Student Government Association.
- 2) To act as Secretary to the President of the Association.
- 3) To act as Secretary of the Honor Council. (See Article VI, Section 4, b.)
- 4) To post on the Association bulletin board after the formation of each committee of the General Student Government Association the names of the members and the faculty adviser to that committee. All such lists shall remain posted throughout the rest of the school year.

d) Duties of the *Chairman* of the Hall Council are :

- 1) To call and preside over all meetings of the Hall Council.

- 2) To be responsible for the general functioning of the Hall Council.
 - 3) To serve as a member of the Legislative Body.
- e) Duties of the *Secretary* of the Hall Council are :
- 1) To keep full typed minutes of each Council meeting.
 - 2) To post on the Hall Council bulletin board a list of the offenses and their respective penalties.
 - 3) To notify students of penalties imposed upon them, and to post on the Hall Council bulletin board names and penalties immediately the latter have been determined.
 - 4) To keep a file of every report and the manner of its disposition.
 - 5) To prepare in May for the President of the school a statistical report of all cases handled during the year. (A copy of this report goes to the presiding co-chairman of the Legislative Body in the fall to be read at the first meeting.)
 - 6) To perform general secretarial duties.

CONSTITUTION

f) Duties of the *President of the Day Students* are :

- 1) To keep the day students informed of student government activities.
- 2) To call and preside over meetings of the day students.
- 3) To serve on the Legislative Body.

g) Duties of *Honor Council* members are :

- 1) To attend all meetings of the Honor Council. .
- 2) To encourage active co-operation with the Student Government Association.

h) Duties of the *Chairman* of Assembly Programs are :

- 1) To plan programs for the regular Tuesday and Thursday assemblies. (A list of these must be posted in the President's office two weeks ahead of schedule.)
- 2) To preside over these assemblies.

i) Duties of *Hall Presidents* are :.

- 1) To call and preside over hall meetings.
- 2) To serve on the Hall Council.
- 3) To enforce Hall Council regulations.

- 4) To grant and be responsible for such dormitory permissions as they deem advisable.
- 5) To inform hall teachers of all proceedings, including changes and innovations instituted by the Hall Council.

j) Duties of *Hall Vice-Presidents* are:

- 1) To assist hall presidents at all times.
- 2) To attend Hall Council meetings in the absence or at the request of hall presidents.

k) Duties of the *Chief Marshal* are:

- 1) To list the duties of the marshals and to see that these duties are carried out.
- 2) To drop a handkerchief to mark the final dismissal of students at the close of the school year.

l) Duties of all *Marshals* are:

- 1) To act as ushers for the chapel services and for other formal occasions.
- 2) To maintain order in all student body gatherings.

m) Duties of the *Chief Dance Marshal* are:

- 1) To be responsible for the general performance of the dance marshals.

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- 2) To consult with those giving the dances and with the dance marshals to see that all plans are carried out.
- 3) To see that the members of the receiving line are invited, in writing, at least a week before the dance.

n) Duties of the *Dance Marshals* are:

To see that all plans of the Executive Committee of Dance Marshals are carried out.

Article VI: Honor Council

Section 1. The Honor Council of the Student Government Association is composed of the president of the Association, the vice-president of the Association, two other seniors, two juniors, one underclassman, one business student, and one day student (who shall attend on call, or when a day student is involved in a report). Of these the presiding officer has no vote except in case of a tie, and the vice-president has no vote except in the absence of a voting member.

The faculty adviser to the Association is faculty adviser to the Honor Council, and appears before the Council upon request.

At the beginning of each school year the returning members of the Honor Council of the preceding year, together with the president and vice-president of the Association and members elected

by the senior class, act as a temporary Honor Council to serve until new Honor Council members are elected. As soon as the new Honor Council is fully constituted, it is formally sworn in.

Section 2. The Honor Council has general supervision of the workings of the Student Government Association, acts as a supreme court and advisory body to the Hall Council, and takes whatever action may seem advisable in order to maintain a high level of student conduct.

Section 3. The Honor Council determines the guilt or innocence of any student accused of an infraction of the Honor Code; adjudicates any case referred to it by the Hall Council; passes on any student's appeal from a Hall Council decision; supervises assembly and chapel proctors; and makes needed revisions in the Point System.

Section 4. Officers of this body are:

- a) A chairman whose office the president of the Association automatically fills. The president calls and presides over all meetings of the Honor Council, signs all reports of the Council, and gives to the student body the outline and disposition of every case acted on by the Council.
- b) A secretary who is elected in the fall by the Honor Council from its own membership. The secretary keeps full minutes of each Council meeting, writes and types all reports

of the Council, notifies members of the meetings, performs general secretarial duties at all meetings of the student body, and communicates in writing to the students concerned (and to any faculty members concerned) the penalties decided upon and imposed by the Honor Council. In May the Secretary of the Honor Council makes and sends to the President of the school a statistical report of all cases handled during the year. (A copy of this report is given to the presiding co-chairman of the Legislative Body to be read at the first meeting in the fall.)

Section 5. Except in meeting with the Executive Committee of the Faculty, Honor Council members may not discuss matters that come before them with any persons other than the following: fellow Honor Council members, the faculty adviser to the Honor Council, the President of the school, student petitioners, a faculty member under whose jurisdiction the infraction is alleged to have occurred. *The slightest infraction of this rule will be dealt with severely.*

Section 6. The Honor Council may summon before it and require testimony from any member of the Association or any member of the faculty, and may penalize any student who refuses to testify.

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Section 7. For every case brought before it, the Honor Council sends to the President of the school a typed report containing the original report, a digest of the Council's findings, and its recommendations for the disposition of the case.

Section 8. In all cases tried or reviewed before the Honor Council the accused student is heard personally in her own defense before penalty is recommended, unless, with the approval of the Council, she chooses to send a written statement or a representative.

Section 9. The disposition of each case brought before the Honor Council is, with names deleted, read before the student body as early as possible. Details concerning any case may be obtained by a written petition submitted to the Honor Council. Such petitions must be signed by three or more students, who will then appear before the Honor Council to receive explanations.

Section 10. The Honor Council, after consulting with the President of the school, passes on all organizations petitioning for a place on campus. The organization must submit to the Honor Council its constitution or a statement of its purpose.

Article VII: Hall Council

Section 1. The Hall Council of the Student Government Association is composed of the chair-

man of the Hall Council, vice-chairman, secretary, president of the student body (*ex officio*), hall presidents, and two day students (who serve only on cases concerning day students).

Except when substituting for hall presidents, hall vice-presidents attend Hall Council meetings only upon request.

The Hall Council faculty adviser attends meetings upon request of the chairman.

Section 2. Duties of the Hall Council are:

- a) To devise and codify all regulations in the hands of the students and not specifically under the jurisdiction of the Honor Council, and to administer penalties for violations of them.
- b) To give a student wishing to appear before the Hall Council in her own defense the privilege of a hearing.
- c) To modify or expand hall regulations for any one hall if sufficient provocation arises.

Section 3. Officers of this body are:

- a) A chairman elected from the incoming senior class by the student body. (See Article V, Section 2, d.)
- b) A vice-chairman elected from the hall council serves as chairman upon request and assists the secretary.

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- c) A secretary elected in the spring from the student body. (See Article V, Section 2, e.)

Section 4. The Hall Council meets weekly at a scheduled hour.

Section 5. Any student who tries to deceive the Hall Council shall be sent before the Honor Council for violation of the Honor Code. The Hall Council may refer any case to the Honor Council for final adjudication. Any student may appeal a decision of Hall Council to the Honor Council.

Article VIII: Legislative Body

Section 1. The Legislative Body of the Student Government Association is composed of faculty and student members. The faculty members are: acting dean of students, secretary to the President, adviser to the Student Government Association, adviser to the Hall Council, and one member appointed yearly by the President of the school for a term of two years. Student members are: president of the Student Government Association, vice-president of the Student Government Association, chairman of the Hall Council, president of the day students, two representatives from the junior class, one representative from each of the other academic classes,* a representative from

*An academic group, to merit representation as a class, must have its own class organization.

the business class, editor of the STUDENT HANDBOOK, and class presidents. The editor of the STUDENT HANDBOOK and the president of the Student Government Association may not vote. Either the acting dean *or* the secretary to the President votes. The student chairman calls and presides over all meetings during the second semester and discusses with the faculty chairman all approved petitions.

Section 2. Duties of the Legislative Body are:

- a) To pass or reject student petitions as written regarding social and dormitory regulations.
- b) To initiate such petitions and to suggest such amendments to the Constitution as may seem desirable.
- c) To examine in detail and to pass or reject all work done by the Constitution Committee.

Section 3. Officers of this body and their duties are:

- a) Two chairmen, one elected from the faculty, the other from the student members. The faculty chairman calls and presides over all meetings during the *first* semester, explains to the student body the nature of petitions and the procedure for petitioning, and with the student chairman discusses all passed petitions with the President of the school. The student chairman calls and presides over

all meetings during the *second* semester, with the faculty chairman discusses all passed petitions with the President of the school, and reports on the approved petitions to the Legislative Body and to the student body.

- b) A secretary, elected from the class representatives, who notifies members of the meetings, keeps minutes and permanent records of all petitions, and performs general secretarial duties.

In May the secretary of the Legislative Body prepares for the President of the school a statistical report of petitions considered during the year. (A copy of this report goes to the presiding co-chairman of the Legislative Body in the fall to be read at the first meeting along with reports from the Hall Council and Honor Council.)

Section 4. The first regular meeting is held before the first of November, when officers of this body are elected, and any desired committees appointed. A regular meeting to consider petitions is held the first or second week after the second semester. The last regular meeting for this purpose is held not later than the first week in May. Special meetings may be called at the direction of the chairman.

Section 5. A committee appointed by the faculty chairman of the body edits and classifies all

petitions. One of the junior class representatives serves as chairman of this committee.

Section 6. Petitions signed by three or more students may be submitted to a class representative, by whom they are edited and then submitted to the Committee on Petitions. These petitions in their final form are posted on the Association bulletin board for at least three days before the mid-year meeting of the Legislative Body.

Section 7. A petition may be passed by a majority of votes.

Section 8.

- a) The petitions passed by the Legislative Body and approved by the President of the school are announced by the chairman of the body at a general Association meeting, posted on the Association bulletin board, and printed in the STUDENT HANDBOOK for the following year. At the meetings the chairman explains the rejection of any petitions which failed to be passed or approved.
- b) Petitions ordinarily become effective upon their passage and approval. A petitioned regulation may become effective at any date decided upon by a two-thirds majority of the voting members of the Body and approved by the President of the school.

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Article IX: Committees

Section 1. The Orientation Committee, composed of the vice-president of the Association as chairman and her appointees, supervises new girl orientation and holds training classes for all new girls.

Section 2. The Nominating Committee, composed of one senior appointed by the president of the senior class, two juniors appointed by the president of the junior class, and one day student appointed by the president of the day students, nominates candidates for offices of the Student Government Association as provided for in Article X. The president of the Association acts as *ex officio* member. Outgoing student officers are on the Nominating Committee when their successors are being selected. (In the case of the marshals, only the chief marshal serves.)

Section 3. The Constitution Committee, composed of the vice-president of the Association as chairman, two students appointed by the president of the Association, and two faculty members appointed by the President of the school, studies the Constitution and prepares recommendations for revisions. The committee must complete and submit its report to the Legislative Body before the latter's last regular meeting.

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Section 4. The Handbook Committee, composed of the Editor of the handbook and publications faculty adviser, edits the STUDENT HANDBOOK.

Section 5. The Executive Committee of Dance Marshals, composed of the chief dance marshal as chairman and the dance marshals receiving the highest number of votes in their respective classes, directs and has charge of all dances held at Saint Mary's, and submits to the President of the school suggestions for a faculty adviser.

Article X: Elections

Section 1.

- a) All elections are based on recommendations of the Nominating Committee and on nominations from the floor.
- b) A student to be eligible for an office rated at eight or more points must have at least a C average; at six points, at least a C—average.
- c) *All student body nominations and those for class presidents must be approved by the President of the school.*
- d) Nominations for all student government officers except secretary of the Honor Council are officially announced and then posted on the Association bulletin board for at least twenty-four hours before the election. When

there is but one nominee for an office, she is declared unanimously elected.

- c) For any election which involves the whole student body but which is not specifically provided for in the Student Government Association Constitution, the president of the Association appoints a special nominating committee.

Section 2.

- a) Elections are decided by a simple majority unless there are more than two nominees, in which case there must be selective voting. The president of the Association does not vote except in case of a tie.
- b) The Australian ballot system of voting is used in all elections of general Association officers, and may be used for others at the discretion of the president of the Association.

Balloting is held at a time and place specified by the president of the Association, and each student votes in secret and casts her ballot alone. All ballots must be written and signed; there is no absentee voting. Ballots are counted by the president and other officers of the Association, or by students appointed by the president. The results are announced and then posted on the

CONSTITUTION

Association bulletin board. The polls' captains are appointed by the president of the Association.

- c) In case of a vacancy in a major office a special election is called by the president of the Association.

Section 3.

- a) The following student officers are elected *in the spring* to serve during the following school year:

1) President of the Student Government Association.

2) Chairman of the Hall Council.

3) Vice-president of the Student Government Association.

4) Editors of the *Stage Coach*, the *Bulletin*, and the *Belles*.

5) President of the senior class.

6) Senior Honor Council members.

7) Marshals.

8) Chief dance marshal and senior dance marshals.

9) Secretary of the Hall Council.

10) Chairman of assembly programs.

- b) Only members of the incoming senior class are eligible for election to the offices listed above, with the following exceptions: Sec-

ond year business students and students who have passed junior work are eligible for elections to the offices of marshals and secretary of the Hall Council.

- c) Election of these officers shall follow the order indicated above, and *no other elections are permitted until these are completed.*

Section 4.

- a) The following student officers are elected in the fall to serve for the school year.
- 1) President of the day students, elected from the senior class.
 - 2) Presidents of the academic classes other than the senior class, and of the business class.
 - 3) Members of the Honor Council except senior members.
 - 4) Hall presidents and vice-presidents, elected a month after the opening of school.
 - 5) Five dance marshals from the junior class, three from the underclassmen, one from the day students, and one from the business class.
 - 6) Class representatives to the Legislative Body.
 - 7) Editor of the STUDENT HANDBOOK.

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- b) These elections must be completed within six weeks after the opening of school.

Section 5.

- a) The president and vice-president of the Association, the chairman and secretary of the Hall Council, the marshals, the chief dance marshals, and the chairman of the assembly programs are nominated by the Association Nominating Committee or from floor and elected by the student body.
- b) Editors of the *Stage Coach*, the *Bulletin*, and the *Belles* are nominated by a committee composed of the outgoing editors and the publications' adviser, and elected by the student body. The editor of the STUDENT HANDBOOK is nominated by the Publications Staff and elected by the student body.
- c) The Association Nominating Committee or the student body nominates ten girls from the incoming senior class as marshal candidates. The five elected go into office on the third Sunday before commencement. The nominee receiving the highest number of votes is chief marshal.
- d) Members of the Honor Council are nominated and elected by the groups they represent.
- e) All class officers and representatives to the Legislative Body are nominated and elected

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by their respective classes. Selective voting is employed.

- f) Of the twelve dance marshals the seniors elect three, juniors five, underclassmen three day students one, and the business class one; the one in each class receiving the highest number of votes becomes a member of the Executive Committee of the Dance Marshals.
- *g) A hall president and vice-president of each hall is elected at the end of the first school month in the following manner: girls of the hall hand to the teacher suggestions for nominees; the names of two girls nominated by the hall teacher are posted on the hall for twenty-four hours, and then voted on; the nominee receiving the highest number of votes becomes the hall president; the one with the next highest vote, the hall vice-president.
- h) The president of the day students is nominated and elected by the day students.
- i) Day students nominate and elect by selective voting Honor Council and Hall Council representatives at the end of the first month of school.

*A new system (some details not yet worked out) for choosing hall presidents goes into effect in September, 1945.

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Article XI: Removal from Office

Any girl holding a major* office may be removed from office for abuse or gross negligence of her official duties, or for any conduct unbecoming to her office. A written statement signed by at least three girls and stating the nature of the offense must be handed to the president of the Association. The case is tried before a joint session of the Hall Council and the Honor Council. The defendant is present during the hearing of the case. The Hall Council, by itself, discusses the case and hands its recommendation to the Honor Council. The Honor Council, taking this recommendation into consideration, makes the final decision.

Hall presidents may be removed from office by a three-fourths vote of the Hall Council.

Article XII: Meetings

Section 1.

- a) A formal meeting of the Association is held during the first week of the school year.
- b) A meeting may be called at any time by the president, or a special meeting at the written request of five members; the object of such a meeting must be stated in the request.

*A "major" office is one that has at least six points, or that is filled by a student body election.

- c) Two-thirds of the members of the Association constitute a quorum.
- d) Unless otherwise provided, a majority vote of a quorum is binding.

Section 2.

- a) Regular meetings of the training groups of new girls are held during the first semester of the school year. The time of these meetings is decided upon by the vice-president of the Association.
- b) Attendance of the new girls at these meetings is compulsory.

Section 3. All business of the Association is conducted according to parliamentary procedure.*

Article XIII: Interpretation

All questions of interpretation of this constitution must be referred to the President of the school, whose decision is final.

*Roberts' *Rules of Order*, Revised.

FACULTY AND OFFICERS—SAINT MARY'S SCHOOL

1945-46 SESSION

Officers of Administration

Mrs. Ernest Cruikshank	President
The Rev. Israel Harding Hughes	Chaplain
Eliot Frost Stoughton	Business Manager

Administrative Staff

Mrs. Nannie H. Marriott	Dietitian and Housekeeper
Mrs. Walter Simpson	Assistant Housekeeper
Lane Siler	Asst. to Dietitian
Mrs. Hugh McLeod	Hostess
Dr. H. B. Haywood	School Physician
Mrs. L. B. Naylor	Resident Nurse
Elizabeth Gordon Tucker	Secretary to the President
Margaret Downey Hopkins	Alumnae Secretary
Mary Lewis Sasser	Secretary
Julia Jordan	Secretary
Bessie B. Brown	In Charge of Post Office and Bookstore
Frances Vann	Assistant Secretary

The Faculty

Elizabeth Bason	Home Economics
Betsy Blount	Commercial Subjects
Mrs. Russell Broughton	Mathematics, French
Mr. Russell Broughton	Director—Music Dept.

FACULTY ADVISERS AND STAFF

Mrs. Harlan C. Brown	Librarian, Spanish
Geraldine Cate	Voice
Florence Davis	Expression, Dramatic Art
Sally Digges	Spanish, French
Margaret Ruth Duckett	English
Janice Fitzgerald	Piano
William Conrad Guess	History, Social Sciences
Mrs. William C. Guess	
	Director—Physical Education
Mary Ruth Haig	Piano
Fannie Harmon	Biology, Hygiene
Ruth Lineberry	Mathematics
Charles Albert Petigru Moore	English
Mabel Morrison	History, Latin
Mrs. Theodore Partrick	Bible, Latin
Donald Peery	Piano, Theory
Mrs. Julia Romney,	
	Head of Commercial Department
Katharine Morris	Art, History of Art
Anna Graham	Physical Education
Doris Sharpe	English
J. W. Morgan	Chemistry
Robert F. Brand	German
Mrs. Leroy Smith	French, Spanish
Adelaide Winslow	Asst. Librarian, History

Learn these words before the opening of school:

SCHOOL HYMN

We build our School on Thee, O Lord
To Thee we bring our common need;
The loving heart, the helpful word,
The tender thought, the kindly deed.

We work together in Thy sight,
We live together in Thy love;
Guide Thou our falt'ring steps aright,
And lift our thoughts to heaven above.

Hold Thou each hand to keep it just,
Touch Thou our lips and make them pure;
If Thou art with us, Lord, we must
Be faithful friends and comrades sure.

We change, but Thou art still the same,
The same good Master, Teacher, Friend;
We change; but Lord, we bear Thy Name,
To journey with it to the end. AMEN.

—*Sebastian W. Meyer, 1908.*

ALMA MATER

(TUNE: "*Believe Me If All Those Endearing
Young Charms*")

Saint Mary's! wherever thy daughters may be
 They love thy high praises to sing,
 And tell of thy beauties of campus and tree
 Around which sweet memories cling;
 They may wander afar, out of reach of thy name,
 Afar out of sight of thy grove.
 But the thought of Saint Mary's aye kindles a
 flame
 Of sweet recollections and love.

Beloved Saint Mary's! How great is our debt!
 Thou has cared for thy daughters full well;
 They can never thy happy instructions forget,
 Nor fail of thy virtues to tell.
 The love that they feel is a heritage pure;
 An experience wholesome and sweet.
 Through the fast rolling years it will grow and
 endure;
 Be a lamp and a guide to our feet.

May the future unite all the good of thy past
 With the best that new knowledge can bring.
 Ever onward and upward thy course! To the last
 Be thou steadfast in every good thing.

Generations to come may thy fair daughters still
Fondly think on thy halls and thy grove
And carry thy teachings—o'er woodland and hill—
Of earnestness, wisdom, and love.

HAIL, SAINT MARY'S

Adapted from Margaret Mason Young, 1899

In a grove of stately oak trees,
Where the sunlight lies,
Stands Saint Mary's true and noble
'Neath the Southern skies.

*Far and wide, oh sound her praises,
Chorus full and free,
Hail, Saint Mary's, Alma Mater,
Hail, all hail to thee!*

Well we love the little Chapel,
Ever hold it dear;
Hear the echoes of the music,
Rising soft and clear.

Far and wide, etc.

There the ivy and the roses
Climb the old stone wall,
There the sweet, enticing bird notes
Sound their magic call.

Far and wide, etc.

There the bonds of friendship strengthen,
As her beauties charm,
We draw close to Alma Mater,
Trust her guiding arm.

Far and wide, etc.



*If this book is lost, another copy may be obtained
at the office for ten cents.*

STUDENT LIST

SESSION 1944-45

*Day Students

*Abernethy, Margaret Elizabeth	Raleigh, N. C.
*Alford, Frances LaRue	Raleigh, N. C.
*Allen, Matildah	Raleigh, N. C.
Alligood, Athalia	Washington, N. C.
*Allred, Flora Margaret	Raleigh, N. C.
Anderson, Ann	Eustis, Fla.
Andrews, Charlotte	Suffolk, Va.
Ashburn, Susan Burruss	Virginia Beach, Va.
Avera, Frances Hill	Rocky Mount, N. C.
Bain, Sarah Elizabeth	Capron, Va.
Banks, Bess Parker	Mifflintown, Pa.
*Barbee, Sara Gatling	Raleigh, N. C.
Barnes, Helen Augusta	Murfreesboro, N. C.
Barringer, Eugenia Morrison	Sumter, S. C.
Baskervill, Mary Spottswood	Warrenton, N. C.
Bassett, Nancy Kathryn	Bassett, Va.
*Bell, Elizabeth Marie	Raleigh, N. C.
Bell, Patricia Nan	Pittsburgh, Pa.
*Bickett, Frances Yarborough	Raleigh, N. C.
Billings, Mary	Morganton, N. C.
*Bland, Helen Marguerite	Raleigh, N. C.
Blum, Roberta Brooks	West Palm Beach, Fla.
Boardman, Elizabeth Berry	Augusta, Ga.
Bowers, Mary Connell	Warrenton, N. C.
*Bowman, Sara Jane	Raleigh, N. C.
Boyce, Estelle Norman	Warrenton, N. C.

STUDENT BODY, SESSION 1944-45

Broadfoot, Kate	Fayetteville, N. C.
*Brockwell, Barbara Jane	Raleigh, N. C.
Brundage, Ann C.	Tryon, N. C.
Bryan, Anne Marshall	Greensboro, N. C.
Bryant, Roberta Boyd	Roseland, Va.
*Buchanan, Betsy Lee	Raleigh, N. C.
Buchanan, Sara Belle	Hendersonville, N. C.
Buun, Mavis Philips	Rocky Mount, N. C.
Burgard, Augusta Benning	Columbus, Ga.
Butler, Mary Elizabeth	Mobile 17. Ala.
Caldwell, Susan Griswold	Columbus, Ga.
*Callum, Luzette	Raleigh, N. C.
Campbell, Jane Heinking	Atlanta, Ga.
Campbell, Jean Hampton	Lynchburg, Va.
Carpenter, Helene Hickson	Florence, S. C.
Carrington, Catherine Langhorne	Lynchburg, Va.
Carter, Elizabeth	Pinehurst, N. C.
*Cates, Willie Thomasene	Raleigh, N. C.
Chappell, Mildred Keen	Richmond, Va.
Cleve, Barbara Louise	Vanceboro, N. C.
Chuard, Elizabeth Ann	Winstou-Salem, N. C.
Cocke, Mary Gilmer	Wake Forest, N. C.
Conger, Martha Leah	Edenton, N. C.
Conover, Jeannette Wiuu	Concord, N. C.
Cooper, Betty Ann	Greensboro, N. C.
*Cordon, Betsy London	Raleigh, N. C.
Cowdery, Mary Phyllis	Portsmouth, Va.
Creech, Dale	Tarboro, N. C.

STUDENT BODY, SESSION 1944-45

Crisp, Mary Rose	Greenville, N. C.
*Crocker, Davy Lizette	Raleigh, N. C.
*Cusick, Josephine Rymer	Raleigh, N. C.
*Cutts, Ann	Raleigh, N. C.
Davis, Helen Patterson	Wilson, N. C.
Dawson, Audrey	Elizabeth City, N. C.
Dawson, Florence Latham	Cramerton, N. C.
DeBerry, Nina Mae	Halifax, N. C.
desChamps, Carolyn Wayne	Spartanburg, S. C.
Dickens, Elizabeth Bryan	Enfield, N. C.
Dickerson, Jean	Lakeland, Fla.
Dickey, Jane Miller	Oxford, Pa.
Dickey, Mary Gresham	Oxford, Pa.
Divers, Jane Rolfe	Pulaski, Va.
*Drew, Kathryn Conn	Raleigh, N. C.
*Duckett, Nancy Lee	Raleigh, N. C.
Duke, Marietta	Greensboro, N. C.
Durham, Elizabeth Anne	Birmingham, Michigan
*Eason, Sue Tucker	Raleigh, N. C.
Edmunds, Alice Ann	Delray Beach, Fla.
Eggleston, Lloyd	Norfolk, Va.
Eichhorn, Mary Louise	Greensboro, N. C.
Elias, Susanna	Asheville, N. C.
Elliott, Sally Ann	Washington, N. C.
Evans, Betsy Ann	Enfield, N. C.
Everett, Sarah Baker	Palmyra, N. C.
Fagan, Penelope	Hillsboro, N. C.
Fant, Caroline Hunter	Lockhart, S. C.

STUDENT BODY, SESSION 1944-45

*Feagan, Carrie Anne	Raleigh, N. C.
Fishel, Mary Norman	Vaughan, N. C.
Fleenor, Helen Ray	Charlotte, N. C.
Flippen, Margaret Elizabeth	Richmond, Va.
Foard, Catherine	Marion, S. C.
Ford, Nancy Bascom	Washington, N. C.
*Frew, Shirley Lou	Raleigh, N. C.
Frissell, Elaine	Burlington, N. C.
*Fulton, Annette Thackwell	Raleigh, N. C.
Fulton, Nancy Kathryn	Roanoke, Va.
*Gardner, Mary Randolph	Raleigh, N. C.
Gatlin, Jean Miller	Stonewall, N. C.
Gay, Ruth Gee	Jackson, N. C.
Gibbs, Noel Lillian	Engelhard, N. C.
Gilman, Mary West	Portsmouth, Va.
*Goerch, Sibyl	Raleigh, N. C.
Goodwyn, Betty Cameron	Henderson, N. C.
Gray, Emma Christine	Winston-Salem, N. C.
Green, Sylvia Elizabeth	Williamston, N. C.
Gregory, Maria Brown	Richmond, Va.
Griffin, Betty Hughes	Elizabeth City, N. C.
Griffin, Evelyn	Goldsboro, N. C.
Grimsley, Corinne Healan	Greensboro, N. C.
Groves, Anne	Atlanta, Ga.
Guion, Emma Katie	New Bern, N. C.
Gurley, Harriet	Goldsboro, N. C.
Hamilton, Edith Frizell	Dillon, S. C.
Hancock, Beverly June	High Point, N. C.

STUDENT BODY, SESSION 1944-45

Hancock, Lucy Landis	Oxford, N. C.
Hannah, Nancy Lee	Greenville, N. C.
Hardy, Bobby Jean	Durham, N. C.
Harris, Mary Louise	Roxboro, N. C.
*Harris, Virginia Sharon	Raleigh, N. C.
Harvey, Lucy Willingham	Lindale, Ga.
Havens, Vina	Fort Meyers, Fla.
Hayes, Ruth Williams	Charlotte, N. C.
Hazen, Mary Allen	Knoxville, Tenn.
Heflin, Flora	Norfolk, Va.
*Henderson, Ann Ferrand	Raleigh, N. C.
Heptinstall, Leonora Gordon	Raleigh, N. C.
Hier, Helen Madison	Knoxville, Tenn.
Hill, Carolyn Harding	Elizabeth City, N. C.
Hines, Lib Price	Roanoke Rapids, N. C.
Hoffman, Charlotte Lou	Atlanta, Ga.
Holland, Carolyn Wright	Wilmington, N. C.
Holman, Martha Anne	Timmons ville, S. C.
Holmes, Mary Elizabeth	Greensboro, N. C.
Hood, Betty Lou	Churchland, Va.
Huffman, Martha Roberta	Morganton, N. C.
Hughes, Gwen	Tabor City, N. C.
Hull, Susan Elizabeth	Roanoke, Va.
Hunsucker, Sara Coe	High Point, N. C.
Huske, Jean Ashcraft	Fayetteville, N. C.
*Ingle, Sara Bell	Raleigh, N. C.
Ives, Katherine Dean	New Bern, N. C.
*Jacobs, Ruth Julia	Raleigh, N. C.

STUDENT BODY, SESSION 1944-45

James, Mary Helen	Wilson, N. C.
Johnson, Kathleen Irwin	Tarboro, N. C.
Johnston, Jean Elizabeth	Manteo, N. C.
Johnston, Laura Ann	Manteo, N. C.
Jones, Alice McAden	Charlotte, N. C.
Jones, Sidney Dunbar	Camden, S. C.
Justice, Clara	Marion, N. C.
*Kendrick, Bettie Alexander	Raleigh, N. C.
Kibler, Carolyn	Morganton, N. C.
Lane, Kathryn Grace	Dothan, Ala.
Langdon, Phyllis M.	Monroe, N. C.
*Lawrence, Betsy Tom	Raleigh, N. C.
Lee, Sara Eliza	Goldsboro, N. C.
Lewis, Ann Elizabeth	Petersburg, Va.
Lewis, Jane Crichton	Jackson, N. C.
*Linehan, Adelaide Boyston	Raleigh, N. C.
Little, Sarah Dabney	Wadesboro, N. C.
*Lokey, Betty Lee	Raleigh, N. C.
Long, Caroline Moncure	Garysburg, N. C.
Love, Lillian Anne	Columbia, S. C.
Maguire, Martha Ann	Orlando, Fla.
Manship, Mary Ann	Tatum, S. C.
Mardre, Helen Roberson	Windsor, N. C.
Martin, Margaret Marshall	Leaksville, N. C.
Martin, Margaret Newman	Roanoke Rapids, N. C.
Mathews, Virginia Bibb	Coral Gables 34, Fla.

STUDENT BODY, SESSION 1944-45

Mawyer, Martha Louise	Lovington, Va.
Meadows, Ella McLendel	New Bern, N. C.
Mercer, Nancy Ann	Williamston, N. C.
Misenheimer, Margaret Cushing	Concord, N. C.
Moomaw, Anna Margaret	Falling Spring, Va.
Moore, Sue Elizabeth	Winston-Salem, N. C.
Moran, Margaret Pou	Henderson, N. C.
Morrison, Bevely S.	New Bern, N. C.
Moulton, Mary Louise	New Bern, N. C.
Mull, Mary McDonald	Rome, Ga.
Murphy, Hettie Westbrook	Charleston, W. Va.
Myers, Caroline Clarkson	Charlotte, N. C.
McCotter, Joyce	Bayboro, N. C.
*McEachern, Nancy Albright	Raleigh, N. C.
McEwen, Iris Holt	Burlington, N. C.
McGuirk, Caroline	Morganton, N. C.
McLaughlin, Barbara Ellen	Orlando, Fla.
*McMillin, Marcia	Raleigh, N. C.
Nance, Elizabeth Boyd	Augusta, Ga.
Nemeroff, Henrietta	Hollywood, Fla.
Newman, Margaret	Winston-Salem, N. C.
Norfleet, Margaret Gary	Jackson, N. C.
Norton, Nancy	Durham, N. C.
Oakey, Dorothy Gordon	Hertford, N. C.
*Olsen, Martha Ann	Raleigh, N. C.
*Parker, Jane Lee	Raleigh, N. C.

STUDENT BODY, SESSION 1944-45

Parker, Jeannette Harriet	Jacksonville 5, Fla.
Parker, Martha Allston	Georgetown, S. C.
Parker, Mildred Parrott	La Grange, N. C.
Peete, Jane	Warrenton, N. C.
Peirson, Mary Elizabeth	Enfield, N. C.
*Pettit, Ann Elizabeth	Raleigh, N. C.
Phelps, Marguerite	Norfolk, Va.
Pierce, Mary Newsom	Greensboro, N. C.
Pinckney, Mary B.	Columbia, S. C.
Pless, Marjorie Kirby	Marion, N. C.
Pope, Will Cooper	Dunn, N. C.
*Pou, Betsy Ann	Raleigh, N. C.
Powell, Margaret C.	Rocky Mount, N. C.
Prothro, Eugenia Anne	Manning, S. C.
Quinlan, Barbara Jane	Gainesville, Ga.
Quintard, Catherine Hand	Sewanee, Tenn.
Rancke, Kate Cole	Rockingham, N. C.
Redwine, Dorothy	Monroe, N. C.
Reese, Elizabeth Joanne	Fairmont, W. Va.
Rickenbaker, Jean Elliott	Union, S. C.
*Riddle, Hannahlyn	Raleigh, N. C.
Robertson, Sallie Baker	Washington, N. C.
Robinson, Isabel Barton	Washington 7, D. C.
Rodwell, Margaret Jeffress	Warrenton, N. C.
Rogers, Loula Eustis	Birmingham, Ala.
Rogers, Ruth Wood	Hartsville, S. C.
Rogers, Sylvia Imogene	Smithfield, N. C.
Royall, Katherine Waddell	Goldsboro, N. C.

STUDENT BODY, SESSION 1944-45

*Ruffin, Sally White	Raleigh, N. C.
Ryan, Mary Josephine.	High Point, N. C.
Seaman, Lucy Davis	Warrenton, N. C.
Shamburger, Alice	Aberdeen, N. C.
Sharpe, Winifred Walker	Elm City, N. C.
Skidmore, Margaret English	Albemarle, N. C.
Slater, Mary Glen	Wilson, N. C.
Sledge, Mary Willis	Ada, Okla.
Sloan, Karlyn Marie	Fayetteville, N. C.
*Smith, Ann Badger	Raleigh, N. C.
*Smith, Anna Lee	Raleigh, N. C.
*Smith, Barbara Ann	Raleigh, N. C.
Smith, Betty	Birmingham, Ala.
*Smith, Floye Lowrance	Raleigh, N. C.
Smith, Jean Prentice	Gaffney, S. C.
Smith, Maybelle Albertson	Rocky Mount, N. C.
*Smith, Virginia Custer	Raleigh, N. C.
Spilman, Lila Saunders	Turnersburg, N. C.
*Stathacos, Georgia James	Raleigh, N. C.
Stenhouse, Mary Cleaves	Goldsboro, N. C.
Stevens, Anne Holladay	Burlington, N. C.
Stewart, Sarah Robertson	Fayetteville, N. C.
Stoney, Martha Washington	Anniston, Ala.
*Stoughton, Barbara	Raleigh, N. C.
Strange, May French	Wilmington, N. C.
Stribling, Frances Wales	Atlanta, Ga.
*Sudderth, Mary Rose	Raleigh, N. C.
Sullivan, Jean Carter	Rocky Mount, N. C.
Sykes, Melba	New Bern, N. C.

STUDENT BODY, SESSION 1944-45

Tayloe, Betty Sue	Live Oak, Fla.
Taylor, Katherine Jones	Dunn, N. C.
Taylor, May Carroll	Short Hills, N. J.
*Telfair, Mildred Badger	Raleigh, N. C.
*Terry, Mary Helen	Raleigh, N. C.
Thomas, Eleanor Randolph	Charlotte, N. C.
Thomas, Elizabeth Crowds	University City, Mo.
Thomas, Sue Murphree	Atlanta, Ga.
*Thompson, Charlotte Marguerite	Raleigh, N. C.
Thompson, Florence Edythe	Atlantic Beach, Fla.
Thomson, Elizabeth Alexander	Charlotte, N. C.
Thorp, Susan Middleton	Rocky Mount, N. C.
Thorsen, Mary Ann	Franklin, Va.
*Tucker, Eleanor Blackwell	Raleigh, N. C.
Tucker, Mary Arden	Warrenton, N. C.
Tudor, Virginia Evelyn	Wilson, N. C.
Tyler, Florence Lyle	Dunn, N. C.
Valentine, Mary Robins	Richmond, Va.
Vance, Lula Hall	Winston-Salem, N. C.
Van Patten, Martha	Richmond, Va.
Vaught, Logan Collier	Winston-Salem, N. C.
Verdery, Stuart	Fayetteville, N. C.
Waddell, Sarah Frances	South Boston, Va.
Wade, Carrie Maie	Charlotte, N. C.
*Wadsworth, Fabian	Raleigh, N. C.
Wallace, Rose Ellen	Chase City, Va.
Watkins, Amie Cheatham	Henderson, N. C.
Weathers, Emily Harrison	Orlando, Fla.

STUDENT BODY, SESSION 1944-45

*Weaver, Catherine Jane	Raleigh, N. C.
*Wellons, Mary Ellen	Raleigh, N. C.
West, Carrie-Sue	Arlington, Va.
Whalen, Ruth Jessamine	Wilson, N. C.
*Whitaker, Ann Louise	Raleigh, N. C.
Whitaker, Sally	Marietta, Ga.
White, Anne Nash	Fayetteville, N. C.
White, Josie Barnes	Greenville, N. C.
Wicks, Barbara C.	Gastonia, N. C.
*Wilder, Joan Winston	Raleigh, N. C.
Willets, Eleanor Jennings	Harriss
	Wilmington, N. C.
Williams, Frances Bryan	Lynchburg, Va.
Wilson, Elizabeth Virginia	Elizabeth City, N. C.
Wilson, Jean	Hopewell, Va.
Wilson, Mary Beverly	Gastonia, N. C.
*Wilson, Mary Helen	Raleigh, N. C.
*Winston, Jane	Raleigh, N. C.
*Wollett, Frances Vivian	Raleigh, N. C.
Wood, Anne Langhorne	Edenton, N. C.
Woodard, Dorothy Whitehead	Wilson, N. C.
*Woolard, Clarice Elizabeth	Raleigh, N. C.
Young, Virginia Elizabeth	Dunn, N. C.
Zeiger, Sally Ann	Greensboro, N. C.

SPECIALS

*Barbour, Betsy Ann	Raleigh, N. C.
*Bell, Helen Joyce	Raleigh, N. C.

SPECIALS

Blackmon, Bruce	Buie's Creek, N. C.
*Daniel, Barbara	Raleigh, N. C.
*Daniel, Betty	Raleigh, N. C.
*Davey, Ann Seeley	Raleigh, N. C.
*Fulton, Dorothy	Raleigh, N. C.
*Hobbs, Nancy	Raleigh, N. C.
*Holland, Mrs. C. F.	Raleigh, N. C.
*Johnson, Peggy	Raleigh, N. C.
*Jones, Peggy	Raleigh, N. C.
*Macgill, Charles Richard	Raleigh, N. C.
*Moran, Harriet Aileen	Raleigh, N. C.
*Nicholson, Mary	Raleigh, N. C.
*Robertson, Jr., Mrs. Stewart	Raleigh, N. C.
*Russ, Mary	Raleigh, N. C.
*Senter, Rachel	Raleigh, N. C.
*Simons, Mrs. Mary J.	Raleigh, N. C.
*Trotter, Peggy	Raleigh, N. C.
*Williams, Sally Hall	Raleigh, N. C.



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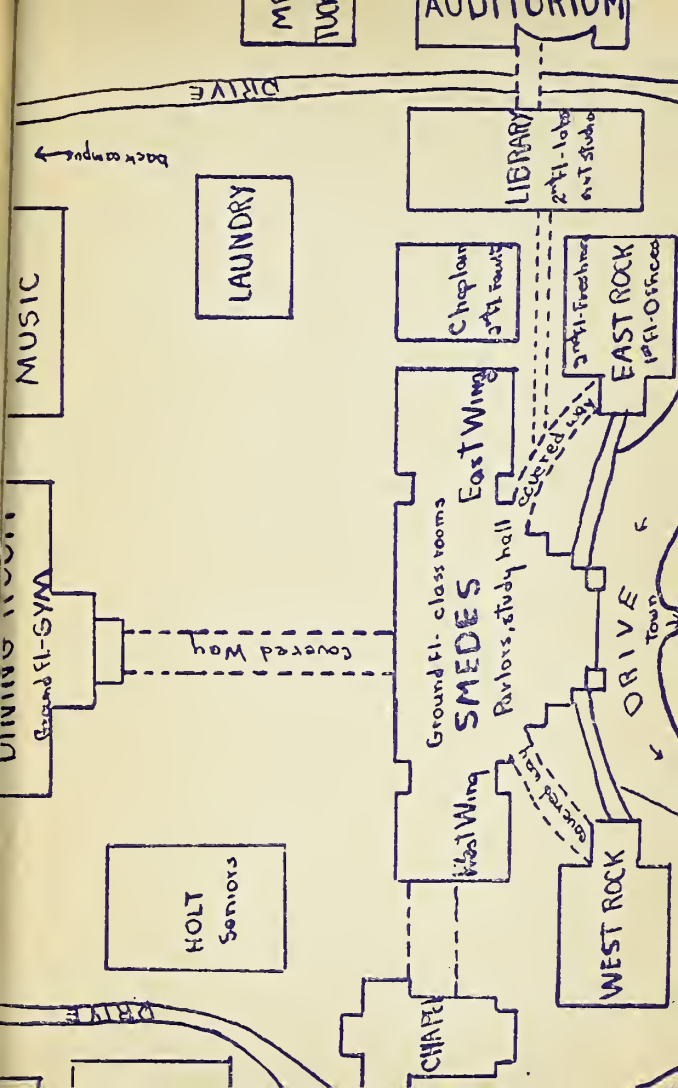
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MUSIC

TUO

AUDITORIUM

DRIVE

back campus

MUSIC

LAUNDRY

LIBRARY

2nd Fl - lab
art studio

Chaplain
2nd Fl Faculty

2nd Fl - Freshmen

EAST ROCK

1st Fl - Offices

DINING ROOM

2nd Fl - GYM

Covered Way

Ground fl - classrooms

SMEDES

East Wing

Parlors, study hall

Covered way

West Wing

Covered way

HOLT
SENIORS

DRIVE

Town

WEST ROCK

CHAPLAIN

THE CHAPEL

To new and old students the Chapel is something more than just a place to attend; it is a refuge. Old students will remember and new ones will soon learn that our Chapel is the great leveler, the great comforter, and the great source if one wishes to seek it.



