TO THE QUARTERLY CONFERENCE

Jan 6, 1943.

Chistian of the Conference Year the Board of Education of Duke Memorial Church has had three meetings and has voted to meet monthly in the future on Monday following each first Sunday of the month.

The first meeting of the board was devoted to organization and the election of teachers of the Sunday School for the year. At the second meeting a report of the superintendent of the Sunday School on attendance in the church school was considered. The third meeting was devoted largely to consideration of plans for the remainder of the year.

The board has authorized the creation of the office of Director of Church School Attendance to assist the superintendent in promoting an expanded enrollment and increased regularity of attendance for the Sunday School. It is to be the duty of this officer to study the enrollment and attendance data of the Sunday School, to try to determine causes of non-attendance, and to report from time to time to the departments and classes the results of his findings and to conduct a continuous campaign looking to improvement in church school attendance.

The board has joined with the other organizations of the church in conducting a church-wide mission study.

The board has joined with all the Methodist churches of the city to conduct a city wide teacher training institute. This institute has been planned to begin on March 28. Full details of faculty and courses are now in the process of being worked out and announcements will be made in due time. The institute will probably be held here or at Trinity Church.

A special Chach School Rally Day is being planned for an early date to inaugurate the beginning of the drive for improved attendance at Sunday School.

Respectfully submitted,

a.m. Proctor Chairman of the Board.

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