

**CIVIL GOVERNMENT
SIMPLIFIED: A TEXT BOOK
ADAPTED TO CLASSES IN
AMERICANIZATION**

Published @ 2017 Trieste Publishing Pty Ltd

ISBN 9780649368556

Civil Government Simplified: A Text Book Adapted to Classes in Americanization by J. J. Duvall

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Cover @ 2017

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J. J. DUVALL

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CIVIL GOVERNMENT SIMPLIFIED

A TEXT BOOK ADAPTED TO CLASSES
IN AMERICANIZATION

BY
J. J. DUVALL

SUPERVISING PRINCIPAL OF THE COLUMBIA SCHOOL,
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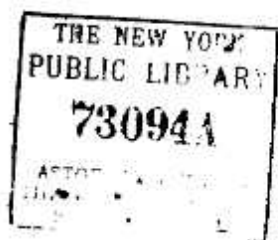
EXTENDED AND REVISED BY THE AUTHOR AND
SENATOR M. B. JOHNSON



1918

HARR WAGNER PUBLISHING CO.
SAN FRANCISCO, CALIFORNIA
ENG

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PREFACE.

SEVERAL years' experience as a teacher in the public schools of California has taught me that any plan of school-work on any given subject that tends to lessen the labors of the teacher or the pupils, not only becomes popular, but stimulates a desire for further investigations in the subject thus treated.

It is not the purpose of this little book to take the place of the "State Series Civil Government," but rather to be used as a supplement to it. The plan has been to place the subject matter in so simple a form that the pupil may be able to see at a glance the relations the parts sustain to each other, and thus save much hard labor. It may be used as a supplement to any text book on Civil Government. The author wishes to express his appreciation for the revision by Mrs. Eva Chappell in 1916. The author claims originality only in arrangement.

J. J. D.

**DISTRICT
BOARD OF
SCHOOL
TRUSTEES**

Number of members (Three.

How and when chosen { By the people at the general State election for School Trustees on the last Friday in March of each year.

Term of office (Three years.

Qualifications { Must be a citizen of the United States twenty-one years of age.

Powers and Duties

1. To manage and control the school property in their district.
2. To employ teachers, janitors, and other employees of the schools.
3. To suspend and expel pupils for misconduct.
4. To exclude from schools children under six years of age.
5. To appoint District Librarians.
6. To exclude from school and school libraries all books, publications, or papers of a sectarian, partisan, or denominational character.
7. To furnish free textbooks.
8. To permit children of other districts to attend the schools of their district only upon the consent of the Trustees of the district in which such children reside.
9. To visit every school in their district at least once in each term, and examine carefully into its management, condition, and wants.
10. To purchase school furniture, including organs and pianos, apparatus, and such supplies as may be necessary for the use of the schools.

**BOARD OF
SUPERVISORS**

Number of members	(Five
How and when chosen	{ By the people at the general State and Presidential elections.
Term of office	(Four years.
Salary	{ Varies according to the class of the county.
Qualifications	(Must be a voter in his district.

**Powers
and
Duties**

1. To make laws for the country not in conflict with the general laws.
2. To fill vacancies in all county offices except the offices of Superior Judge and Supervisor.
3. To appoint members of the County Board of Education, and all other county officers whose election is not otherwise provided for by law.
4. To superintend the conduct of the county officers.
5. To divide the county into townships, and into school, road, and other districts.
6. To establish election districts, supervise elections, and canvass election returns.
7. To establish and maintain roads, bridges and ferries.
8. To provide for the indigent sick and poor.
9. To levy taxes.
10. To equalize assessments.
11. To grant licenses.
12. To grant franchises.
13. To bury indigent dead.
14. To establish a free county library at county seat and appoint librarian.
15. To provide for the protection of trees, vines, cereals, vegetables and other plants against weeds, and animal and insect pests.
16. To provide for the protection of live stock against disease.
17. To pass ordinances for the protection of fish and game.
18. To aid state and national authorities in caring for forests, and in preventing forest fires.

**COUNTY
CLERK**

- How and when chosen** { By the people at the general State election.
- Term of office** (Four years.
- Salary** { Varies according to the class of the county.
- Duties** {
1. To act as clerk of the Board of Supervisors and of the Superior Court.
 2. To keep all county books, papers, and records.
 3. To keep a public record of all suits brought in the Superior Court.
 4. To issue certificates, such as marriage licenses.
 5. Usually to attend to the registration of voters.

**DISTRICT
ATTORNEY**

- How and when chosen** { By the people at the general State election.
- Term of office** (Four years.
- Salary** { Varies according to the class of the county.
- Qualifications** { Must be admitted to practice before the Supreme Court of the State.
- Duties** {
1. To attend the sittings of the Superior Court and there conduct all prosecutions for public offenses.
 2. To institute proceedings before a magistrate for the arrest of any person charged with, or reasonably suspected of, a public offense.
 3. To draw up all indictments, and to defend all suits brought against the State or against his county.
 4. To conduct all civil suits on behalf of the county.
 5. To give legal advice to county officers when requested.
 6. To attend all meetings of grand jury.
 7. To file with the Auditor, four times each year, an account of all money received by him in his official capacity, and pay the same to the Treasurer.

SHERIFF	How and when chosen	}	By the people at the general State election.
	Term of office (Four years.		
	Salary		
Duties	<ol style="list-style-type: none"> 1. To preserve the peace. 2. To arrest any person who has committed a public offense. 3. To have charge of the county jail and of the prisoners. 4. To serve all court papers in both civil and criminal cases. 5. In cases of an emergency may compel any citizen to assist him in the execution of his duties. 		

COUNTY SUPERINTENDENT OF SCHOOLS	How and when chosen	}	By the people at the general State election.
	Term of office (Four years.		
	Salary		
Powers and Duties	<ol style="list-style-type: none"> 1. To superintend the schools of his county. 2. To apportion the school moneys among the school districts of the county and to authorize expenditure of money. 3. To preside at teachers' institutes. 4. To enforce the course of study. 5. To issue temporary certificates to teachers. 6. To appoint school trustees when a district fails to elect. 7. To grade the schools of his county. 8. To appoint members of the County Board of Education when Board of Supervisors fail to appoint. 9. To visit each school in his county at least once during the year. 10. To make an annual report to the Superintendent of Public Instruction concerning schools of his county. 11. To act as secretary of the County Board of Education. 12. To employ teachers and janitor when trustees fail to employ. 13. To call an election for forming a high school district. 		