



SUCCESSOR—Dr. Howard Thomas (left) passes the gavel and the presidency of the Hawthorne Toastmasters Club to Robert McCaw. Other new officers are Clarence H. Cordon, Jr., educational vice president; Robert Gattis, administrative vice president; Victor E. Pesqueira, secretary; Dr. Floyd King, treasurer; and Howard Stoten, sergeant at arms. The club meets at 7 o'clock every Tuesday night in the Cockatoo Inn, Hawthorne Boulevard an Imperial Highway.

South Bay Eds Present Double Feature Program

South Bay Educational Office Employees Association will present a double feature billing at their next meeting, to be held Thursday, April 13, at 7:30 p.m. at Center Street School, El Segundo.

"Take a Letter, Miss Jones!" is the topic being presented by Mrs. Helen Fenner, Secretary to the Superintendent, Paramount Unified School District, and Past President of the California Association of Educational Office Employees. In her talk, Mrs. Fenner will follow the theme of the meeting, "Good, Better, Best," in defining, describing, and advising members in the many details necessary to fulfill the requirements of the "Best" educational office employee.

Also featured on the program is Mrs. Catherine Clifton of Woodbury College, who will speak on "Better Business English." Mrs. Clifton has an unusually wide background of experience in the field of business English. She will point out the practical application of grammar, punctuation, capitalization, etc., and the importance of knowing how to communicate well through the use of correct speech and writing. Mrs. Clifton will also answer specific questions presented to her of the audience at the close of her talk.

Election of officers for the coming year will also be held. Presiding at the meeting will be Mrs. E. M. Holderman, Palos Verdes, President, assisted by Mrs. Harry Crock, Inglewood, Program Chairman. Hostesses for the evening will be secretaries of the El Segundo Unified School District.

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