

such information as will tend to improvement in the government and the instruction of schools.

To issue circular letters, &c.

Sec. 3. He shall from time to time address circular letters to Commissioners and Teachers, giving advice as to the best manner of conducting schools, constructing school houses, furnishing the same, and on all other topics which impart aid and encouragement to universal education.

When he shall report.

Sec. 4. He shall on the fifteenth day of December of every year, report to the Governor:

Condition of schools.

1. The condition of the schools and colleges of the State and of all institutions under his supervision and subject to his visitation.

Estimates.

2. Estimates and accounts of expenditures of School moneys and a statement of the apportionment of money to the counties and the city of Baltimore.

Abstract of reports

3. An abstract of all the reports received by him from the School Commissioners and the President of Colleges.

Plans of improvement.

4. All such matters relating to his office, and all such plans and suggestions for the improvement of the schools and the advancement of public instruction in the State, as he shall deem expedient.

Official visits.

5. A statement of his travels in making official visits during the past year.

To issue certificates.

Sec. 5. He may on recommendation of an authorized examiner, or on other evidence satisfactory to himself, grant a certificate of qualification, which, until revoked, shall be conclusive evidence that the person to whom it is granted is qualified by his moral character, learning and ability to teach in the schools of the State; upon cause shown to his satisfaction, he may annul any certificate of qualification granted by an authorized examiner, or declare any diploma issued by the State Normal School ineffective and null within the State, and he may reconsider and reverse his action in any such matter; *provided*, that such annulment shall not take effect or be in force until approved by the State Board of Education.

May annul certificates.

Proviso.

Prepare school registers, &c.

Sec. 6. He shall prepare suitable forms for registers, blanks, forms and regulations for making