

Close Reading

Grade Level: 3 - 5

Objective: I can use a primary source to determine the purpose and notice features and language used by the author to think thoughtfully and methodically about the details in the text and why they were used.

Common Core: Language Arts: CCSS:ELA – Literacy. RI.3.2 – 5.2; RI.3.3 – 5.3; RI.3.4-5.4

Choose one of the historic letters or notices from the Office of the Village Clerk of Mount Prospect. Distribute a copy to each student.

Students should read the letter silently to themselves. They should circle unfamiliar words.

After reading, give the students two to three minutes to pair and share what they think the letter is about.

Next the teacher should read the letter out loud. Students should follow along on their own copies.

Then the teacher asks guiding questions to facilitate understanding of the text.

Finally students should rewrite the letter in their own words based on this understanding.

OFFICE OF THE VILLAGE CLERK

Village of Mount Prospect, Illinois

----- NOTICE -----

THE WEEK OF APRIL 28th to MAY 4th IS HEREBY DECLARED
CLEAN-UP WEEK .

ALL CITIZENS ARE REQUESTED TO ~~PLEASE~~ THOROUGHLY CLEANSE AND PURIFY THEIR YARDS , BARE LOTS, CELLARS,
PRIVIES, AND THE ALLEYS AND STREETS ADJACENT , OF ALL TRASH, FILTH,
MANURE, AND OTHER NOISOME SUBSTANCE LIKELY TO OCCASION DISEASE,
OR PROVE OFFENSIVE TO THE HEALTH OF ANY PERSON IN THIS VILLAGE.

TO ASSIST YOU THEREIN , ALL RUBBISH DEPOSITED ON THE
CURBING ON SATURDAY , MAY 5th. 1916. . WILL BE HAULED AWAY FREE
OF CHARGE.

VILLAGE PRESIDENT.

OFFICE OF THE VILLAGE CLERK

Village of Mount Prospect, Illinois

May. 18, 1917.

C. St. Clair Drake, M. D.
Secy. State Board of Health,
Springfield, Ill.

Dear Sir;

Replying to your letter of May 10th inquiring as to when the Village of Mount Prospect was incorporated and in what Township it is situated and when where the births and deaths before the incorporation of the Village, *reported* beg to advise that the proposition for or against incorporating was voted upon Feb. 3rd. 1917, at which election the majority voted for incorporating. The election of Village officers was, with consent of the county court, postponed to April 17th. 1917. The Village is situated part in the Township of Elk Grove and part in the Township of Wheeling. The following is the legal description. (S.W. 1/4 of S. 4. 1/4 of Sec. 35. T. 42 R. 11. The S. 1/2 of Sec. 34. T. 42. R. 11. The East 1/2 of the N.E. 1/4 of Sec. 11 Township 41. Range 11. The north 3/4 of Section 12. Township 41. Range 11. all East of the 3rd Principal Meridian.)

Mr. A. E. Scharringhausen town clerk of Elk Grove, and Mr. Julius Flentle town clerk of township of Wheeling are the gentlemen who previously reported the births and deaths for the above territory.

Trusting that the above information is what you desired,

August 11, 1917

Village Clerk,
Arlington Heights, Illinois

Dear Sir:

Will you kindly inform me what percentage the Public Service Company pays your village on money collected by them for consumption of gas in your village? One of our trustees seems to be of the opinion that you receive a certain percentage if the gas consumption reaches a certain amount and if this is true will you kindly advise what this amount is and what percentage is paid the village.

Also please advise of the duration of your franchise with them, that is for how many years and when does the present franchise expire.

I have been requested by our village board to obtain this information as we intend to grant the Public Service Company a franchise and would like to have same conform as nearly as possible to those of our neighboring villages.

Enclosed please find self-addressed and stamped envelope and thanking you in advance for your reply, I am,

Yours very truly,

Village Clerk

OFFICE OF THE VILLAGE CLERK

Village of Mount Prospect, Illinois

September 21, 1917.

Mr. Robt. M. Sweitzer, County Clerk,
County Building,
Chicago.

Dear Sir:

Replying to the enclosed letter beg to state that the houses in our village are not numbered. All mail is addressed to the Mount Prospect postoffice where residents call for same. There are three or four farmers who have Rural Free Delivery but their mail is also addressed to Mount Prospect.

Trusting that this information will be sufficient,
I am,

Yours very truly,

Village President