

DOCUMENT RESUME

ED 051 019

SO 001 214

AUTHOR Miller, Louise A.  
TITLE The Constitution of the United States (Adapted). For Use in EMR Classes.  
INSTITUTION Saint Louis Public Schools, Mo.  
PUB DATE 70  
NOTE 48p.  
AVAILABLE FROM Saint Louis Public Schools, 911 Locust Street, Saint Louis, Missouri

EDRS PRICE EDRS Price MF-\$0.65 HC Not Available from EDRS.  
DESCRIPTORS \*American Government (Course), \*Citizenship, Civics, \*Constitutional History, Curriculum Guides, Democracy, Democratic Values, \*Educable Mentally Handicapped, Instructional Materials, Political Science, Secondary Grades, \*Social Studies Units, United States History

IDENTIFIERS \*Values Education

ABSTRACT

This special instructional handbook presents a unit of study on the United States Constitution for educable mentally retarded students at the secondary level. The adapted material explains the structure of the national government, and is designed to promote citizenship and patriotic values. Preliminary information includes a glossary of new words, an historical summary on the writing of the constitution, and an explanation of how the constitution is put together. An interpretation of the Preamble is given and each of the seven Articles is explained. The main emphasis is on the workings of the branches of government. Rewritten information focuses on the first three Articles: 1) Legislative Branch: Congressional membership and procedures; 2) Executive Branch: Activities of the President, Vice-President, Cabinet members, federal departments; and, 3) Judicial Branch: judges, Supreme Court system, other federal courts. Also included is a section on amendment procedures. Each of the 25 constitutional amendments is presented in rewritten form with additional explanation. The appendix explains a dictionary and its use and lists important new and review words for each unit. (Author/JSB)

ED051019

SP001 214

# The Constitution

OF THE

# UNITED STATES

(Adapted)



*Send these, the homeless, tempest tossed, to me:  
I lift my lamp beside the golden door.*

For use in EMR classes

ST. LOUIS PUBLIC SCHOOLS  
ST. LOUIS, MISSOURI, 1970

ED051019

U.S. DEPARTMENT OF HEALTH,  
EDUCATION & WELFARE  
OFFICE OF EDUCATION  
THIS DOCUMENT HAS BEEN REPRO-  
DUCED EXACTLY AS RECEIVED FROM  
THE PERSON OR ORGANIZATION ORIG-  
INATING IT. POINTS OF VIEW OR OPIN-  
IONS STATED DO NOT NECESSARILY  
REPRESENT OFFICIAL OFFICE OF EDU-  
CATION POSITION OR POLICY

T H E

C O N S T I T U T I O N

O F T H E

U N I T E D S T A T E S

(Adapted)

By LOUISE A. MILLER

Revised by MARIDORIS MALLON

Illustrated by JANE OPPLIGER

ST. LOUIS PUBLIC SCHOOLS

St. Louis, Missouri

1970

C O N T E N T S

	Page
New Words . . . . .	iv
Introduction . . . . .	vi
The Story of the Writing of the Constitution . . . . .	1
How the Constitution Was Put Together . . . . .	4
Part I. THE PREAMBLE . . . . .	4
Part II. THE SEVEN ARTICLES . . . . .	5
The Three Branches of the Government . . . . .	6
THE LEGISLATIVE BRANCH . . . . .	8
How Laws Are Made . . . . .	10
What Congress May Do . . . . .	12
What Congress May Not Do . . . . .	13
THE EXECUTIVE BRANCH . . . . .	16
The President . . . . .	16
The Vice-President . . . . .	18
The Twelve Departments . . . . .	19
Who Takes the President's Place? . . . . .	24
THE JUDICIAL BRANCH . . . . .	25
The Supreme Court . . . . .	25
Other Government Courts . . . . .	26
Part III. AMENDMENTS TO THE CONSTITUTION . . . . .	27
How Men and Women Get Jobs in the Government . . . . .	34
The Progress of the Country Under the Constitution . . . . .	35
Appendix: New and Review Words . . . . .	37

## NEW WORDS

As you read the story of the writing of the Constitution, you will need to know the meaning of the following words. Turn back to this page if you are not sure of these meanings.

Articles of Confederation - the weak set of laws used by our country before the new set was made.

Constitutional Convention - the meetings at which a new set of laws was made.

Philadelphia, Pennsylvania - the city and state where the meetings were held and the new laws were made.

Independence Hall - the building in which the meetings were held. The Liberty Bell is in this building. Many people visit this famous building. Some day you may go to see the Liberty Bell.

Compromise - an agreement reached when people who do not agree at first each give in a little.

Amendment - a new law or rule added to the Constitution. There are twenty-five amendments.

Bill of Rights - the first ten laws added to the Constitution. These laws tell us our rights. In America each of us has rights given to us in the Constitution.

Preamble - the beginning of the Constitution that tells why it was written.

Federal government - our government at Washington, D. C., the capitol of our country.

Powers of Congress - what the Congress can do.

Articles - the Constitution is made up of parts. These parts are called articles.

Branches - the three parts or divisions into which the Constitution divides our government. Each branch has its own duties and its own powers.

Legislative Branch - the part of the government that makes the laws.

NEW WORDS (Cont'd)

Executive Branch - the part of the government that carries out the laws and sees that the country is run as it should be.

Judicial Branch - the part of the government that tells what the laws mean.

Congress - two groups of men and women who make the laws. Each group is called a House of Congress.

Senators - the men and women of one of the groups or houses of Congress called the Senate.

Representatives - the men and women of the second group or house of Congress called the House of Representatives.

President and Vice-President - the people who hold two highest jobs in our country.

Cabinet - the twelve chief helpers of the President. They make up the President's Cabinet.

Supreme Court - the highest court in our land. It has nine members called the Supreme Court Justices.

Oath of Office - a promise to do the right thing. A promise to follow the rules of the Constitution. To make this promise is to be "sworn in."

## THE CONSTITUTION OF THE UNITED STATES

### Introduction

You are a very important person. You are a very fortunate person. You are important because you live in the greatest country in the world. You are fortunate because your country is democratic America. When you read this book you will learn how your country became great. You will learn why your country will always be great.

To be happy we must have rules to live by. Our country has rules for all of us. These rules are the Constitution of the United States.

important - to be of great value

fortunate - to be lucky

democratic - to be ruled by the people

constitution - a set of laws

## THE STORY OF THE WRITING OF THE CONSTITUTION

You are young. When our country was young, there were only thirteen states. These states were ruled by a set of laws called the Articles of Confederation. These laws were not good. Under them the thirteen states did not work well together. In the thirteen states there were four million people. These people needed one strong government. The thirteen states needed a set of laws that would make a strong government. Just as all of the members of a family need to work together, the thirteen states needed to work together. This was nearly two hundred years ago--way back in 1787.

Fifty-five men - the leading men from twelve of the states - came together. They wanted to do something about the laws that were not good. They wanted to make the government of our country strong. They wanted to make our country a happy place for you to live. At first they were going to fix up the laws that were not good; then they thought of a better plan. They would make a new, and better, and stronger set of laws.

The new laws would let the people run the government. The new laws would protect the life and liberty of the people. The new laws would protect the homes, the jobs, and the happiness of the people. The new young nation could become great. No other country had ever had a set of laws like these, so the American leaders had to make up their own set of laws. Can you think of some good laws for a new country?

The fifty-five men held meetings every day for several months. The meetings were held in Philadelphia, Pennsylvania, in Independence Hall. These meetings were called the Constitutional Convention. During these meetings the new laws of the country were written. This took a long time. When all of the laws were put together, they were called the Constitution of the United States.



George Washington was asked to run the meetings. People would listen to a strong leader. George Washington was the best person for the job.

James Madison, who later became the fourth President of the United States, helped to make the new set of laws. James Madison is called the Father of the Constitution because he did such good work in the meetings. Many other men helped, too.

Benjamin Franklin helped make the new laws. Everyone knew that he was a very wise and honest man, and so they trusted him. He was able to keep men from getting angry with each other when they did not agree. Not all of the men agreed about the new laws. Some wanted one thing, others wanted something else. Benjamin Franklin, the oldest man there, kept things peaceful.

The men worked hard. They did not want to leave out or forget any rules or laws that would be needed. They wanted the Constitution to be clear, to the point, and not too long.

No one man had everything his own way. All had to give in on some things they wanted put into the laws. This giving in is called compromise. There are many laws in the Constitution that were made by a compromise.

After the men had done their best, the new Constitution was ready. Most of the men at the meetings signed their names at the end of the Constitution to show that they approved of it. This was done on September 17, 1787. Now the Constitution had to be sent to each of the thirteen states. The leader of each state had to read it and decide if the people of his state would want it. The leaders of some of the states signed it at once. The leaders of a few states did not sign it. These few states wanted more laws in the Constitution to protect the rights of each person in the country. "Every man should have certain rights," they said, "and the Constitution does not

say what these rights are. We want some laws in the Constitution to say what they are."

Ten new laws were added to the Constitution telling what each man's rights were. These ten laws, or amendments as they are called, are known as the Bill of Rights. Later on, in Part III, you will read what these rights are. Some of us like to talk about our "rights." What do you think should be the rights of all of us?

George Washington was the first President elected under the new Constitution. This was in 1789. His new job was not an easy one. He and his helpers had to make the Constitution work. They had to make the country strong. They had to be fair and honest so that everyone would trust the United States. George Washington and his helpers were able to do this. The people of the United States were happy to have the new Constitution. It made the people of other countries respect the United States. We owe these men a great deal. They were wise, brave, honest, and hard-working. This is why the United States became the great country it is today.

After the Constitution became law, the United States grew stronger and stronger. Law and order came to the whole nation. Foreign countries began to treat the United States with honor and respect. This was because those men who wrote the Constitution in 1787 did their job well. Our country still uses this Constitution as its law. It is still the best set of laws that was ever written. Every good American is proud of his country. Every American can be proud of the Constitution of the United States. Every American can be proud of the men who wrote the Constitution. Aren't you proud to be an American?

## HOW THE CONSTITUTION IS PUT TOGETHER

There are three main parts to the Constitution.

First, there is the Preamble. It tells why the Constitution was written.

Second, there are the Articles. There are seven Articles. They tell how the federal government is to run the country. They tell the rules and laws that must be followed in running the country. At the end of the seven articles are the names of the men who helped to write the Constitution.

They signed their names to let people know they were in favor of the new laws.

Third, there are the Amendments, or changes that were added to the Constitution.

When an Amendment is added, it becomes a part of the Constitution. There are 25 Amendments. They tell what the changes are. In the Constitution each Amendment is called an Article. Amendment One is called Article 1, Amendment Two is called Article 2, and so on.

### PART ONE OF THE CONSTITUTION - THE PREAMBLE

The Preamble comes at the beginning of the Constitution. It tells why the Constitution was written. It says that we the people of the United States want the best kind of government we can have. We want all of the people in the country to live in peace with each other. We want to have a big enough Army and Navy and Air Force to keep the country safe. We want the people to be able to have good food, good clothing, and good homes. We want to be sure that we always will have liberty and freedom in our country. We want all of these things for ourselves, our children, our children's children, and so on, forever.

It was for these reasons that the Constitution for the United States of  
America was written.

PART TWO OF THE CONSTITUTION - THE SEVEN ARTICLES OF THE CONSTITUTION

The seven Articles are the parts of the Constitution that tell how the federal government is to be run.

They tell the duties and powers of the three branches of the government and the rules the men and women heading these three branches must follow.

They tell how the laws of the country can be made.

They tell that the federal government may make only certain kinds of laws.

They tell what kinds of laws the federal government may make.

They tell that each state government may make laws for its own state.

They tell how people get their jobs in the government--that is, whether they are elected by the voters, or are asked to take their jobs by the President or some other high officials, or have to pass an examination in order to get jobs.

They tell how old a person must be to get a certain job, how long his job lasts, and whether he must be born a citizen to hold the office. (These things are called qualifications for the office.)

They tell that federal and state officers must promise to follow the rules of the Constitution--or, as we say, take an Oath of Office and be "sworn in." When a person takes an Oath of Office he raises his right hand and promises in front of other people to do his best and to do what the law says.

Article One tells all about the Legislative Branch of the government--the Congress.

Article Two tells all about the Executive Branch of the government--the President and his Cabinet.

Article Three tells all about the Judicial Branch of the government--the Supreme Court.

Article Four tells that all of the states and all of the people must get along with each other and with the federal government.

Article Five tells how the Constitution can be amended or changed.

Article Six tells that the new government under the Constitution will take care of all of the debts made by the old government under the Articles of Confederation. It tells also that all federal and state officers must take an Oath of Office (or be "sworn in").

Article Seven tells that if nine of the thirteen states agree, then this new set of laws--The Constitution--will be the new law for the United States.

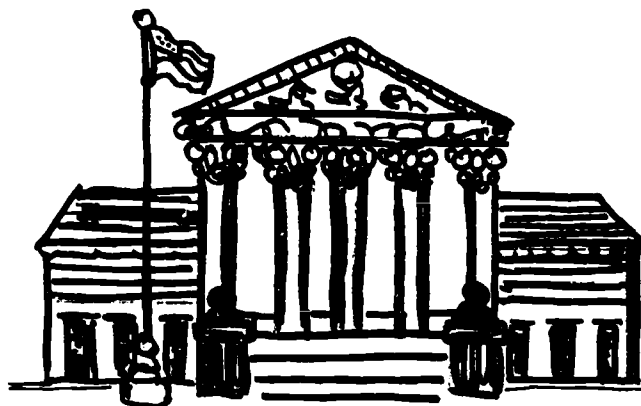
At the end of the seven Articles the men who wrote the Constitution signed their names. This told all of the people of the country that they thought it was good and that they were in favor of the Constitution.

#### THE THREE BRANCHES OF THE GOVERNMENT

The men who wrote the Constitution divided the government into three parts. These parts are called the three branches of the government.

The government is like a triangle that has three sides of the same length and three points of the same size. No branch of the government can become too strong and try to boss the other two branches. Each branch has its own powers and its own jobs to do. All three branches are needed to run the government and make it a good government. All three branches have to work

together to make the laws and to run the government. The Constitution tells what each branch has power to do. Each branch has its own powers.



The left drawing represents the Legislative Branch -- the Congress. There are two groups of people that make up the two groups or House of Congress. One house is called the Senate and the other is called the House of Representatives. This Legislative Branch of our government, the Congress, makes the laws.

The top of the drawing represents the Executive Branch. The President and his twelve helpers -- called his Cabinet -- are the Executive Branch. They carry out the laws that Congress makes. They see to it that the government runs well.

The right drawing represents the Judicial Branch. The Supreme Court (highest court) and other federal courts are the Judicial Branch. They tell what the laws mean, they see to it that the laws agree with the Constitution, and they see to it that the laws are obeyed.

#### ARTICLE I - The Legislative Branch

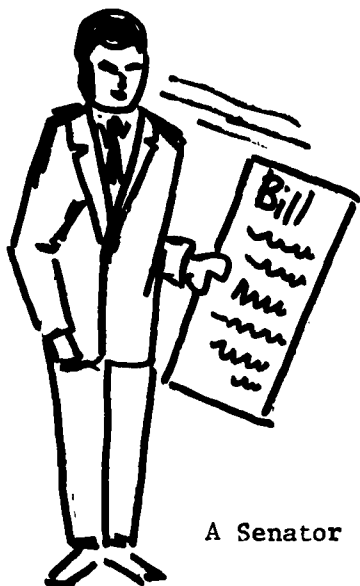
Congress is the legislative, or lawmaking, branch of the government. There are two parts--called the two Houses of Congress. One house is called the Senate; the other house is called the House of Representatives. Congress holds its meetings (called sessions) in Washington, D. C. Each state sends two Senators to the Senate meetings in Washington, D. C. There are 50 states, so there are 100 Senators in the Senate. Members of the Senate are elected by the vote of the people at regular elections held in each state. Senators are elected for six years. A little state has two Senators and a big state has two Senators. Senators hold their meetings in the Capitol Building in Washington, D. C.

The House of Representatives has many members - over 400 - in Congress. Members of the House of Representatives are elected by the vote of the people at regular elections held in each state. Members of the House of Representatives are elected for two years. Each state sends members to the House of Representatives. How many each state sends depends upon how many people live in the state. States with many people living there have more members in the House of Representatives than states with fewer people. The House of Representatives holds its meetings in the Capitol Building in Washington, D. C.

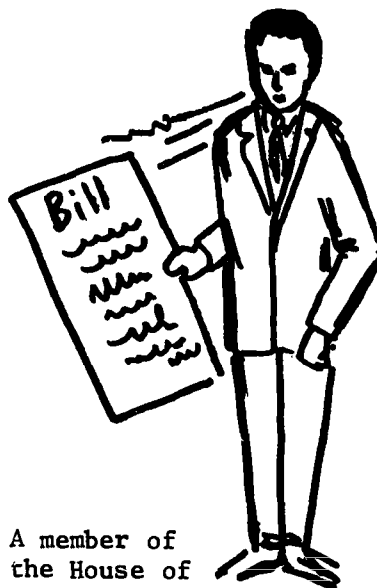
Both Houses of Congress have to meet (be in session) at least once a year

beginning at noon on January 3rd unless Congress by law appoints a different day. Each House of Congress has its own room in which to meet. The Senate has its room and the House of Representatives has its room. They meet in the same building in Washington, D. C., the capital of the United States. Their building is called the Capitol.

In the Senate each state has the same number of votes. A little state is as important as a big one. In the House of Representatives, however, a state with a large number of people in it has more votes than a state with a small number of people. Having the two Houses of Congress makes it fair for every state and for all of the people in the United States.



A Senator



A member of  
the House of  
Representatives

He must be:

1. 30 years old or older
2. an American citizen for at least 9 years
3. living in the state that he represents
4. elected by the voters

He must be:

1. 25 years old or older
2. an American citizen for at least 7 years
3. living in the state that he represents
4. elected by the voters



When people vote on election day they choose men and women as Congressmen. These congressmen talk for the people and vote for what the people want. The Senators and the members of the House of Representatives vote in the meetings of the Congress for what their people want. The Congress represents all of the people of the United States.

Whenever any person wants to do so, he may write to his congressmen and tell them what he wants them to vote for or what he wants them to vote against. The Senators that represent him are elected by the people of his state. The members of the House of Representatives that represent him are elected by the people of his neighborhood. All congressmen want to get letters from the people they represent. These letters tell them what the people want and what they do not want. This helps the congressmen to do a good job as representatives of the people.

### How Laws Are Made - How the Three Branches Work Together

The three Branches of government--Legislative, Executive, and Judicial--have to work together. Each one depends on the other. This will show how they work together.

### How Most Laws Are Made

The Legislative Branch wants a certain law. If both the House of Representatives and the Senate vote for it we say, "Congress passes the bill."

The bill now goes to the Executive Branch. The President thinks this will be a good law, so he signs his name to it. We say "The President signs the

bill." It becomes a law.

If there is any dispute about the law, the Judicial Branch judges the meaning of that law. It may rule that a law passed by Congress is unconstitutional, and cannot be a law. If the Judicial Branch approves a law, we say, "It agrees with the Constitution, so it is the law and we must obey it."

If any one of the three branches does not agree with the bill as it is written it cannot become a law. It must then be changed and started over again in the Congress, or it must be laid aside, and that is the end of it.

#### A Second Way Laws Can Be Made - In Spite of the President's Veto

Here is another way that laws can be made. Congress passes a bill and the President does not sign it. He does not want the bill to be a law. We say, "The President vetoes the bill." This means that he sends it back to Congress and writes down why he does not like it. If Congress again passes the bill after hearing why the President did not sign it, and it gets the approval of the Judicial Branch, it becomes a law without being signed by the President.

#### A Third Way Laws Can Be Made - Without the President's Signing a Bill

Another thing can happen when a law is being made. Congress passes the bill. The President does not sign it, and he does not send it back saying why he does not like it. In ten days it becomes a law without his signing it.

## How the President Can Stop a Law - By Pocket Veto

The President can stop a bill in this one way. It is stopped by the President's "Pocket Veto." This is how a "Pocket Veto" works. The Congress passes a bill the President does not want. The bill is sent to the President. The session of Congress closes before the next ten days are up. The President has ten days to send the bill back. Congress is not meeting. We say Congress is no longer in session. So, the President cannot send the bill back to Congress. He does nothing about it. It is just as if he put the bill into his pocket and then forgot about it. This is a "Pocket Veto."

When Congress meets at its next session, a new bill just like the other one can be started again. Not even the President can stop a law that the people want.

## The Constitution Tells What Congress Can Do and Can Not Do

### What Congress Can Do - The Powers of Congress.

Congress can tax people and collect the taxes.

Congress can pay what the United States owes.

Congress can borrow money when money is needed.

Congress can make rules about trade (shipping).

Congress can make the rules that allow a person from a foreign country to become an American. (People from foreign countries who become Americans are called naturalized citizens).

Congress can coin money and print paper money.

Congress can build roads and post offices for the mail (letters and packages).

Congress can give patents to inventors and copyrights to people who write books.

Congress can set up certain kinds of courts (all lower than the Supreme Court).

Congress can punish pirates and those who commit crimes against other countries.

Congress can say when the country shall go to war.

Congress can make the Army, the Navy, and the Air Force larger and pay whatever it costs to do so. It can also make the armed forces smaller.

Congress can make rules for the Army, the Navy, and the Air Force.

Congress can get help from each state's soldiers and can help make the rules for these state soldiers.

Congress can make laws for the capital of the country--Washington, D. C.--and for places like forts and ship docks that belong to the United States government.

The Constitution gives Congress the power to do certain things. Congress can make laws needed for carrying out this power. Congress is allowed to stretch the powers listed in the Constitution to cover other powers not listed. This is called the elastic or stretching power of Congress.

#### What Congress Cannot Do

Congress cannot keep a person in prison without telling him why he is in prison.

Congress cannot punish a person without giving him a jury trial. Also, the person has the right to talk for himself at his trial.

Congress cannot punish a person for something which was not against the law when he did it.

Congress cannot tax some people and let other people go without paying the tax. Everyone must be treated fairly.

Congress cannot tax articles sent out of a state.

Congress cannot make trade laws in favor of one state but against another.

Congress cannot spend any money unless both Houses of Congress and the President agree. Also, the people must be told how much money came in and how it was spent.

Congress cannot give noble titles to anyone, and no government employee can take a title if a foreign country wants to give him one.

Congress does have a number of other jobs besides making the laws. Among the other jobs are the following:

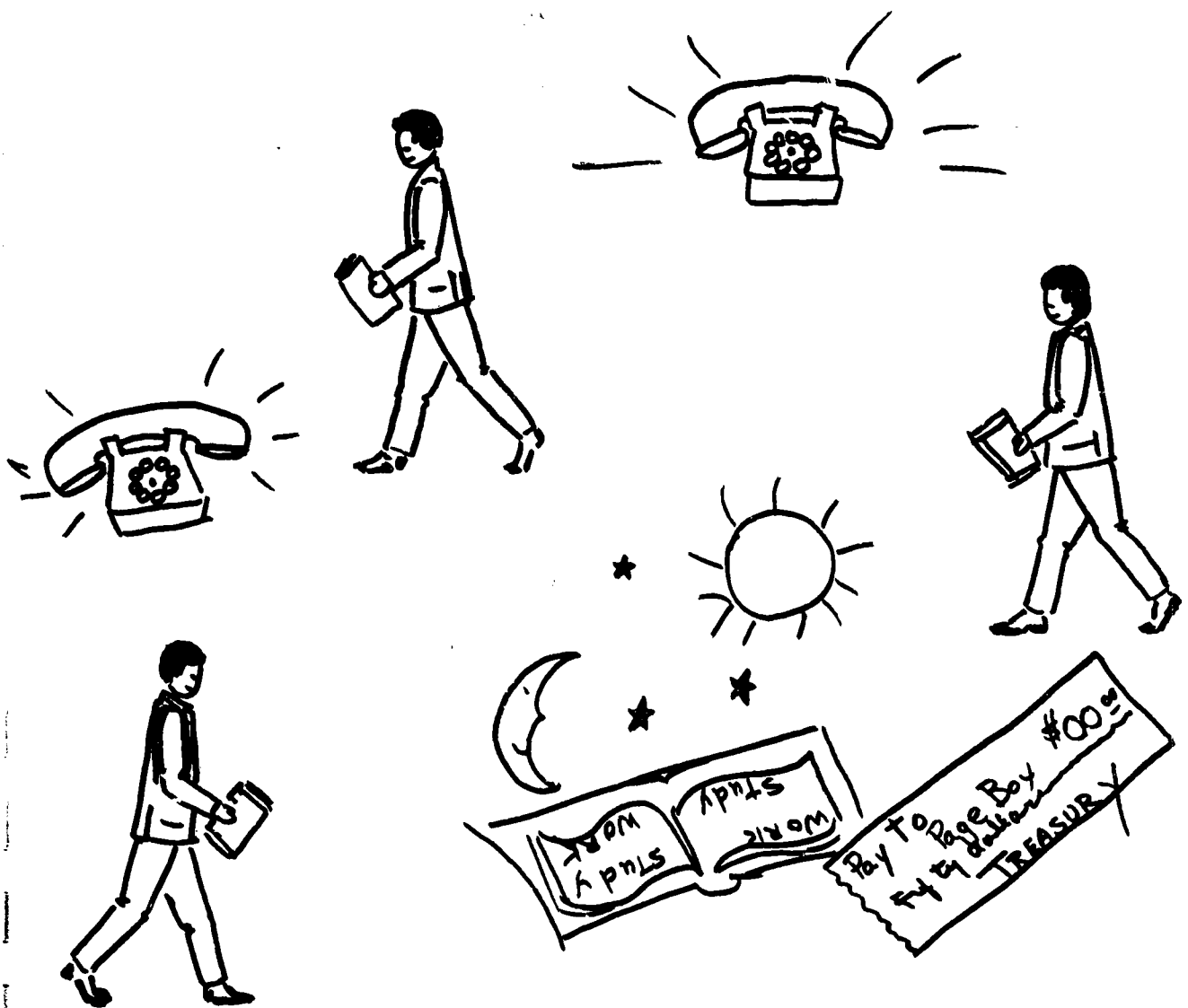
Congress directs the care of the United States Botanical Gardens.

Congress directs the care of the United States Printing Office.

Congress directs the care of the Library of Congress.

Congress selects the page boys. These boys are fourteen to seventeen years old. They work for the Congressmen. Their job is to carry messages, answer telephones, and run errands for the Senators and the members of the House of Representatives. Some are called Senate page boys and some are called House

page boys. They are paid a salary by the government, and they work as page boys when Congress is meeting (in session). They go to school from 6:30 to 9:30 A.M. They have their own page boys' school when Congress is meeting. It is a great honor to be a page boy, and a boy must be reliable, honest, and trustworthy. The older members of the Senate and the House of Representatives select the boys. Almost every boy in Washington, D. C., would like to be a page boy.



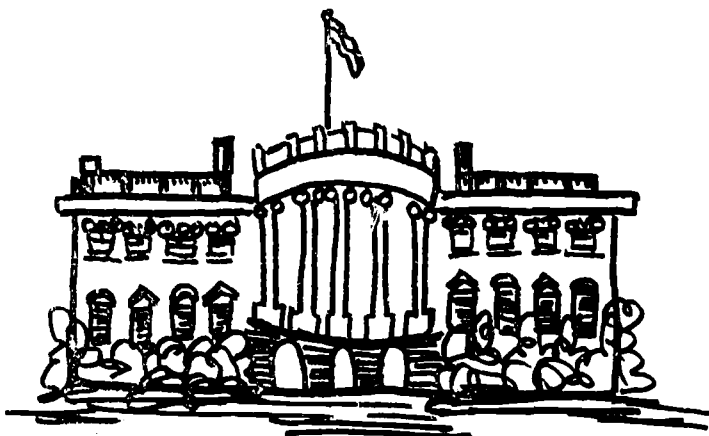
ARTICLE II - The Executive Branch

The President

The President and his family live in the White House in Washington, D. C.

This is the home and the office of the President.

When he is not at the White House, the flag does not fly.



His office is there. He has a great many people who help him run the country. He is elected by the people of the country to see that the country runs as it should. He holds office for four years, and he may be elected again to serve another four years.



He must be:

1. 35 years old or older
2. born an American citizen
3. A resident of the U.S. for at least 14 years before he runs for President
4. elected by the voters

The President signs bills passed by Congress. These bills become the laws. The President is the head of the Army, the Navy, and the Air Force. In time of war he helps to make the plans for the fighting men.

The President signs important agreements with other countries with the approval of the Senate. Important people from other countries visit the President at the White House.

The President acts as host for the whole country when people come on business from foreign governments. He acts as host to the high-ranking people of the United States, too.

The President has the power to pardon a person who has done something against the government (except in cases of impeachment).

Every year the President sends a report to Congress on what has been done by the government, how the country is getting along, and what new laws he thinks Congress ought to pass. This report is called the State of the Union Message.

It is the President's job to see that the people work together for the good of the United States. We do not always agree, we do not always want the same things. Sometimes, after disagreements have been settled, we may be a stronger and better country. There are many, many men and women working together for the government. They must work well together, or the President cannot do the work for which the people elected him.



## The Vice-President



He must be:

1. 35 years old or older
2. born a citizen of the United States
3. A resident of the U. S. for at least 14 years just before he runs for vice-president
4. elected by the voters

The Vice-President is elected every four years just as the President is. He is elected to take the President's place if the President dies or cannot serve as President for any reason. The Vice-President acts as head man over the Senate. He has control, with the head man of the House of Representatives (called the Speaker of the House), of the Capitol Building in Washington, D. C. He must know a great deal about what the President is doing and help him when he is asked. He may be asked to meet with the Cabinet, to do some special job for the President such as going to a foreign country, to talk with important visitors, or to gather information for the President.



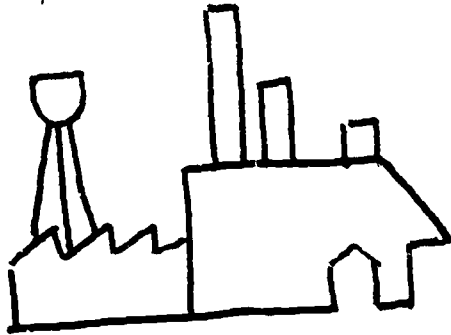
Department of Justice



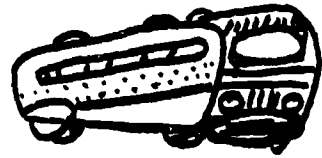
The President and His Cabinet



Department of Housing and Urban Development



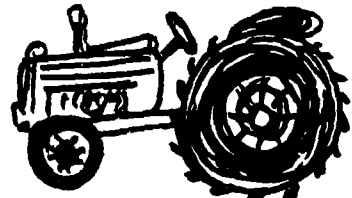
Department of Commerce



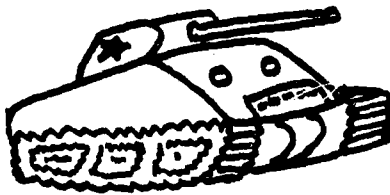
Department of Transportation



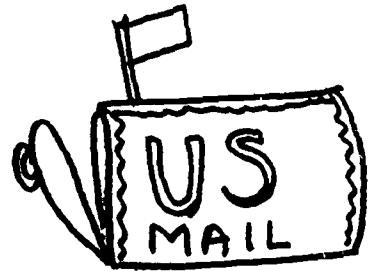
Department of the Treasury



Department of Agriculture



Department of Defense



Post Office Department



Department of Health, Education, and Welfare



Department of the Interior



Department of State



Department of Labor

## The Twelve Departments - The President's Helpers

The President has many helpers. The most important are the twelve Department Heads. These twelve Department Heads make up the President's Cabinet. Other helpers are the heads of government agencies and bureaus. The President chooses them all with the approval of the Senate.

Each Cabinet member (Department Head) runs his own department. He has many people to help him. Each of the twelve departments of the government has its own jobs to do.

## The Department of State

This department is also called the State Department. Its head man is the Secretary of State.

The State Department deals with foreign countries. It has charge of all government employees who work in the United States or in foreign countries, or who go back and forth. It helps American travelers and business men in foreign countries. It gives out passports. It takes care of the Great Seal of the United States. At all social gatherings, such as dinners and banquets given by high government officials, it is the duty of the State Department to see that protocol is observed--this means to see that the high ranking persons are given their proper places according to their importance.

## The Department of the Treasury

This department is also called the Treasury Department. Its head man is the Secretary of the Treasury.

The Treasury Department raises the money to pay the government's debts. It pays the government's debts. It makes the coins and prints the paper money and the postage stamps of the United States. It handles the bonds that the government sells.

One of the Treasury Department's important jobs is running the Secret Service. Men in the Secret Service guard the President and his family at all times. They guard important visitors from foreign countries who are visiting the President. They watch the burning of old worn-out paper money. They guard the office of the United States Treasurer.

#### The Department of Defense

This department is also called the Defense Department. Its head man is the Secretary of Defense.

The Defense Department has charge of all the fighting men in the Army, the Navy, the Air Force, and the Marines. It has charge of the defending of the country. It also looks after the Panama Canal and the levees and dikes on large rivers like the Mississippi River.

#### The Department of Justice

The department of Justice is also called the Justice Department. The head man of this Department is the Attorney General. He is the country's chief law officer. The FBI is under this Department. It also settles all questions about taxes, disputes over land, and crimes against the government. It handles questions about immigration (people moving into this country from a foreign country).

### The Department of the Post Office

This department is called also the Post Office Department. Its head man is the Postmaster General.

This department deals with the mailing of letters and packages. It has charge of the mail cars on trains and of mail carried by airplane, by boat, and by dog team in the far north. In the Dead Letter Office it handles mail that for any reason cannot be delivered. After a year in the Dead Letter Office, a letter is opened and, if the address of the sender can be found, it is returned to the person who mailed it.

After a year undelivered packages are sold at the Post Office auction.

### The Department of the Interior

This department is usually called the Department of the Interior. Its head man is the Secretary of the Interior.

This department plans for the use and protection of our forests, wild life, land, water, minerals--all called our natural resources. It plans for conservation (saving and correct use) of these resources.

It takes care of our national parks. It also takes care of the affairs of the American Indians.

It takes care of the islands belonging to the United States.

### The Department of Agriculture

This department is sometimes called the Agriculture Department. Its head

man is the Secretary of Agriculture.

This department helps the farmer with his crops and his farm animals. It also runs the Forest Service--the men who guard our National Forests. It has a group of scientists who try to get rid of bugs that harm plants and animals, and a group of chemists who try to make the ground better for growing crops.

#### The Department of Commerce

This department is sometimes called the Commerce Department. Its head man is the Secretary of Commerce.

This department helps people in business.

Every ten years it counts the number of people living in this country. This is called the census. It has a group of people who check on the weather--they work for the Weather Bureau. It keeps the models of inventions people send in when they try to get patents. It checks to see that the correct weight and measure are given when people buy things.

#### The Department of Labor

This department is sometimes called the Labor Department. Its head man is the Secretary of Labor.

This department helps the working people. It helps them get the right wages for their work. It protects them from dangers in their jobs. It protects women and children who have to work for a living.

### The Department of Health, Education, and Welfare

This department is sometimes called the Health, Education, and Welfare Department. Its head man is the Secretary of Health, Education, and Welfare.

It plans for the well-being of everyone. It looks after the country's education. It tries to see that everyone has the best kind of education. It looks after the health of all of the people.

Each head of the twelve departments runs his own department and makes reports to the President. Since the men who run the departments are the President's Cabinet members, he may call on them for advice and help if he needs it. Also, the President can give them help in running their departments. Most of the time these department heads are men, but women can be given such jobs. In the past there have been a few women who have been heads of departments and members of the President's Cabinet.

### The Department of Housing and Urban Development

This department, formed in 1965, is run by the Secretary of Housing and Urban Development.

It helps solve problems of housing in big cities.

It helps the cities plan traffic control.

It helps the cities plan mass transportation (the moving of large numbers quickly, and cheaply).

It helps the cities plan their own improvement and that of the nearby towns.

## The Department of Transportation

This department, formed in 1967, is run by the Secretary of Transportation.

It helps solve problems of moving people and supplies across the country.

It helps the states build big highways that go from one end of the country to the other.

It tries to keep our airways, highways, and railways safe for travel.

## Who Takes the President's Place?

In order that our country will never be without a President, we have a list of fifteen people, one of whom would take the President's place until the next election. The person highest in line after the President is the Vice-President. After him would be the following:

Speaker of the House of Representatives

➤ President Pro Tempore of the Senate

Secretary of State

Secretary of the Treasury

Secretary of Defense

Attorney General

Postmaster General

Secretary of the Interior

Secretary of Agriculture

Secretary of Commerce

Secretary of Labor

In 1967 plans were made for the heads of Health, Education, and Welfare; Housing and Urban Development; and Transportation to be in line for the office of President.



So you see, it would be almost impossible for the United States to be without a President. A big country like America should not be without a President for even a few hours.

### ARTICLE III - The Judicial Branch

The Supreme Court and other federal government courts set up by Congress are the Judicial Branch of the government. The Supreme Court is the highest court in the country.

#### The Supreme Court



Nine justices of the Supreme Court. The center man is the Chief Justice.

There are nine men in this Supreme Court. They are chosen by the President with the approval of the Senate. They keep their jobs as long as they want to or until they die. These men are called Supreme Court Justices.

They are nine of the best lawyers in this country. Many of them have served as judges. They are experts who know all about the Constitution and who have had a great deal of experience as lawyers and as judges.

There is a head man in the Supreme Court. He is called the Chief Justice.

It is the duty of the Supreme Court to see to it that laws made by Congress

are in agreement with the Constitution. We say, "The Supreme Court decides if a law is Constitutional." If there is any doubt about what a law means, the Supreme Court decides what it means. Since this Court is the highest court in the country, whatever decisions it makes must be accepted by every American.

### Other Government Courts

The judges of all of the United States courts stay in office as long as they commit no crime. They are all paid by the government.

Two of the government courts are the United States Courts of Appeals and the United States District Courts.

The Government Courts handle the following:

Cases about anything in the Constitution

Cases about the laws of the United States

Cases about agreements with other countries (treaties)

Cases against any persons representing a foreign country

Cases about the laws of the sea

Cases in which the United States has a part

Cases between states

Land cases where people of one state claim land in another state,  
or between Americans and foreigners who claim the same land

The Constitution has set down certain rules about the trials that are held in federal courts.

All federal crime trials shall have a jury (except in case of impeachment, is explained later). The trial shall be held in the state where the

crime was committed. If the crime was not committed within a state, the Congress will say where the trial shall be held.

Cases of treason are handled by government courts. Treason means fighting against the United States or helping her enemies.

In the nation's capital, Washington, D. C., the Supreme Court has its own building where the justices have offices and where they hold court. When in court the justices have to wear black robes.

#### PART THREE OF THE CONSTITUTION - AMENDMENTS

There are 25 amendments. They are called articles. The first amendment is Article 1, the second is Article 2, and so on, up to Article 25. The amendments are the changes that have been made in the Constitution.

The first ten amendments tell what rights each person has. They are called the Bill of Rights. They were put into the Constitution just after it was written. As you will remember, a few states would not sign the Constitution until these ten Amendments were added to it. The states wanted to be sure that the rights of the people could never be taken away by the government. The Bill of Rights became a part of the Constitution in 1791 when George Washington was President.

#### AMENDMENT 1.

Congress cannot make any laws setting up a religion for this country. Every person has the right to follow his own religion.

Every person in this country has a right to his own opinion. Congress cannot pass a law to prevent anyone from speaking, writing, or printing his opinion

on any subject. This right to express himself is part of man's liberty and freedom.

Congress cannot make any laws to keep a group of people from having a meeting as long as the meeting is orderly and without fighting.

The people may also ask for help from the government when they think they have not been treated fairly.

AMENDMENT 2.

No one can keep people from having and using guns and fighting to defend themselves or their state.

AMENDMENT 3.

No soldiers may be put into the homes of the people to live during peace time unless the people agree to have them.

AMENDMENT 4.

Every person - his home, his private papers, and other personal things - is safe from being searched in an illegal manner.

AMENDMENT 5.

No person has to go to court to be on trial for a very bad crime unless a group of persons called a grand jury says that he must go on trial.

No person may be tried for the same crime more than one time.

No person may be asked to talk against himself in court.

The life or property of no person can be taken in any way that is not according to law.

No person can lose his life, or his freedom, or his property by any unfair treatment or in any way that is not according to law.

The owner must be paid a fair price if the government has to take his property. Sometimes a person's property must be taken for public use.

AMENDMENT 6.

Every person must have a fair trial by jury within a reasonable time if he is accused of a crime. He must be told what his crime is and he must be allowed to have witnesses talk for him. He must be allowed to have a lawyer to help him in court.

AMENDMENT 7.

There may be a jury trial for any case about money that comes up in court if the amount is more than \$20.00.

AMENDMENT 8.

No person can be asked to pay an unreasonable amount of money for bail. No person can be asked to pay an unreasonable amount of money as a fine.

No person can be given cruel or unusual punishment.

AMENDMENT 9.

The people have other rights besides those written down in the Constitution. It would not be possible to put down every right the people have.

AMENDMENT 10.

The powers not given by the Constitution to the federal government belong to the states or to the people.

The powers that are not taken away from the states by the Constitution belong to the states or to the people.

These ten amendments you have just read are the Bill of Rights. They tell the rights of the people of the United States.

AMENDMENT 11. (Became part of the Constitution in 1798 when John Adams was President.)

Federal courts may not take part in a trial against the state if the trial is brought by a citizen of another state or by a citizen of a foreign country.

AMENDMENT 12. (Became part of the Constitution in 1804 when Thomas Jefferson was President.)

The President and Vice-President are elected in this way. The voters of each state select a group of people who are called electors. The electors vote for a President and Vice-President. They send lists of the number of votes to the President of the Senate at Washington, D. C. The votes of all 50 States are counted in the presence of Congress (both Houses meeting together). If each man running for President has the same number of votes, the members of the House of Representatives then vote and choose the President. (The members of the House of Representatives of each state have to get together and put in just one vote for their state.) If they do not choose by the day the President is to take office, then the Vice-President acts as President.

If each man running for Vice-President gets the same number of votes, then the Senators vote for the Vice-President.

The President and Vice-President of the United States take office on March 4th. (This is changed by Amendment 20. Now they take office at noon on January 20th.)

AMENDMENT 13. (Became part of the Constitution in 1865 when Andrew Johnson was President.)

No person shall be a slave. No one has to work for anyone else, except as punishment for a crime.

AMENDMENT 14. (Became part of the Constitution in 1865 when Andrew Johnson was President.)

All persons born in the United States and those who have become citizens under the laws of the United States Government are citizens of the United States and of the state in which they live.

No state can make any laws taking away the rights of a citizen of the United States.

No state can take a man's life, his liberty, or his property, without a fair trial.

Everyone under United States rule shall be treated fairly according to the law.

The number of members going to the House of Representatives from a state depends on the number of people living in the state. Every person shall be counted except Indians, who are not taxed.

No person may hold a government office if he left the office to become a

member of the Southern Confederacy during the Civil War. (This was a kind of "black-list." Congress could vote a man off this list.)

Debts made by the United States during the Civil War will be paid. The debts of the South will not be paid by the government. The state governments of the Southern states must not pay debts they made while fighting against the United States.

AMENDMENT 15. (Became part of the Constitution in 1870 when Ulysses S. Grant was President.)

No state can keep a citizen from voting because of his race or color, or because he was once a slave.

AMENDMENT 16. (Became part of the Constitution in 1913 when Woodrow Wilson was President.)

Congress may decide how much income tax a person must pay, and Congress may see that the taxes are collected.

AMENDMENT 17. (Became part of the Constitution in 1913 when Woodrow Wilson was President.)

The two Senators from each state shall be elected by the voters for a six year term. If a Senator dies or cannot serve for any reason, the governor of the state must choose a person to act until a special election can take place.

AMENDMENT 18. (Became part of the Constitution in 1919 when Woodrow Wilson was President.)

No one in the United States may make, sell, or carry liquor such as beer, wine, and whiskey. (This was removed by the 21st Amendment.)



AMENDMENT 19. (Became part of the Constitution in 1920 when Woodrow Wilson was President.)

Women are given the right to vote.

AMENDMENT 20. (Became part of the Constitution in 1933 when Franklin D. Roosevelt was President.)

The term in office for the President and Vice-President ends at noon on January 20th every four years.

The term in office for the Congressmen ends at noon on January 3rd.

Congress must meet at least once a year beginning at noon January 3rd.

AMENDMENT 21. (Became part of the Constitution in 1933 when Franklin D. Roosevelt was President.)

The 18th Amendment is repealed

The states may make their own laws about liquor.

AMENDMENT 22. (Became part of the Constitution in 1951 when Harry S Truman was President.)

The same person may be President of the United States only two terms.

AMENDMENT 23. (Became part of the Constitution in 1961 when John F. Kennedy was President.)

The citizens of the District of Columbia, where the Government of the United States is located (Washington, D. C.), are given the right to vote for President and Vice-President.

AMENDMENT 24. (Became part of the Constitution in 1964 when Lyndon B. Johnson was President.)

No one can be asked to pay a tax to vote for the men and women who run the government. (This voting tax is called a poll tax.)

AMENDMENT 25. (Ratified February 10, 1967, when Lyndon B. Johnson was President)

Provides for filling the office of President and Vice-President if either is unable to serve.

#### HOW MEN AND WOMEN GET JOBS IN THE GOVERNMENT

The President, Vice-President, Senators, and Members of the House of Representatives get their jobs by being elected. The people vote for them.

The heads of departments, the President's Cabinet, Federal judges, Supreme Court justices, postmasters, page boys, and a few others are given their jobs. They are appointed. Some of these must be approved by the Senate.

Almost everyone else has to take a test for the job he gets with the government. He gets his job through Civil Service. Most government workers are paid according to a pay scale and get raises in pay according to a regular plan of pay raises. They can take a different job if they can pass the Civil Service Test that goes with that job. There are many thousands of government workers. They do not work only in Washington, D. C., but have jobs in all of the 50 states. There are also people who work for our government in foreign countries.

## THE PROGRESS OF THE COUNTRY UNDER THE CONSTITUTION

As time passed after the Constitution was written, people from all over the world were watching to see if it would make a strong government. They watched to see if the people in the United States would really have liberty and freedom. Nowhere else in the world was there a set of laws (Constitution) that had been made especially for the people. The other countries of the world were not sure that the United States Constitution would last. Some people said it would not last.

When the United States kept making progress under the laws set down by the Constitution, people from all over the world wanted to come to this country. Many came to live here and become citizens. A few came to make money and then go back to their own country.

Many people came to America because they wanted their children to grow up where they would have freedom and a chance to make a good living and lead a good life.

In the United States under the Constitution a poor child as well as a rich child could become successful if he wanted to work hard enough. Any child born in this country could become President. No law stops him. Any man or woman has the same chances to make good as any other man or woman. In America what a person becomes depends upon how much ability he has and how hard he wants to work. If he has the ability and works hard enough, he can be anything he wants to be.

The average American eats better food, wears better clothes, and lives in a better home than the average citizen of any other country.

This is how it has been in this country up to today. The United States,

with the Constitution as its law, keeps on making progress. Today the United States is the strongest, the most powerful, and the richest country in the world. Americans are proud of their country. They are proud of the Constitution. They are proud, most of all, that they are Americans.

## A P P E N D I X

### NEW AND REVIEW WORDS

#### Words You May Want to Know

You will need to understand some of the words listed below to read news of the government when the newspapers and magazines write about government affairs. Or, you may want to read parts of the Constitution as it is written.

You should know these words when you hear them on television or radio news. Learn to say them. If you read or hear other words you do not know, look them up in the dictionary.

Looking up words you do not know is a good habit. Try it and learn new words. The words listed here are in A, B, C order. (We call this alphabetic order. Dictionaries are written in alphabetic order; so are the names in the telephone book.)

adjourn - to close a meeting, to stop.

amend - to add to or to change.

amendment - a change in the Constitution.

ambassador - a person who goes to a foreign country to act for our government in that country. An ambassador is an employee of the State Department of our government.

appeal - to take higher, as to take to a higher court.

articles - parts of the Constitution. Amendments to the Constitution also are called articles.

Articles of Confederation - the weak set of laws by which the country was run before the Constitution was written.

Bill of Rights - the first ten amendments to the Constitution that tell the rights of the people of the United States.

branch - a division of the government. There are three branches - Legislative, Executive, and Judicial.

cabinet - the special helpers of the President of the United States. They are the twelve men who are at the head of the twelve departments of the government. These men are members of the President's Cabinet.

citizen - A person who is born in a country is a citizen of that country. A person who comes to the country from a foreign country and takes an oath and signs papers to become a citizen is a naturalized citizen.

compromise - an agreement that is reached when people do not agree and each gives in a little. The Constitution has many laws that were made by compromise.

Congress - the two groups of people (houses) that make our laws--the Senate and the House of Representatives. Also, the legislative branch of our government is the Congress.

Constitution - the set of laws by which a country is run.

Constitutional Convention - the meetings held by the group of 55 men who went to Independence Hall to write the Constitution.

consul - an employee of the State Department of the Federal Government who goes to a foreign country to take care of the business interests of the United States. He takes care also of American citizens traveling in the foreign country if they need him.

consulate - the home and office of the consul in the foreign country.

copyright - protection given by the government to a writer so that his book cannot be copied by anyone unless he says so. When he has a copyright, the writer may publish what he writes, and no one can copy it unless he allows them to do so.

elastic clause - the name given to the last power of Congress. It is the right to make any laws necessary to carry out the duties and rules of Congress. Elastic means stretchy. This stretches the powers of Congress.

electors - men and women chosen by the people to vote for the President and the Vice-President of the United States.

executive branch - one of the three parts of the government. It sees that the laws are carried out and that the country runs well. The executive branch is the President, the Vice-President, the Cabinet, and their helpers.

ex post facto law - a law that makes a person guilty of something he did before there was a law against it.

federal - of the government in Washington, D. C.

federal government - the government at Washington, D. C., which makes the laws and runs the country for the good of all 50 states.

impeach - to say that a government officer is not doing his job and is doing things he should not do. These are not little things he is doing wrong, but big and important things that are wrong.

impeachment trial - the trial of a government officer who has done something very wrong in office. The House of Representatives has the right to impeach (accuse). The Senate tries the officer impeached and determines the impeachment.

Independence Hall - a building in Philadelphia, Pennsylvania, where the Constitution was written. This is a famous building, also, because the Liberty Bell is in it. The Declaration of Independence--the paper stating why the colonies were going to fight the Revolutionary War--was signed in this building. It was at a meeting in this building that the colonies decided to fight England and become independent and form the United States of America.

international - between countries, all over the world.

interpret - to tell what something means.

interstate - between the states.

judicial branch - the part of the government that tells what the laws mean, and whether the laws are in agreement with the Constitution.

justice - a title given to the men of the Supreme Court. The highest justice is called the Chief Justice.

legislative branch - the part of the government that makes the laws-- the Congress.

majority - more than half. In a group of 100 a majority would be 51 or more.

majority leader - the member of the Senate and the member of the House of Representatives who are chosen to lead the majority - in each house - either Republican or Democratic--whichever has more people in the Congress.

majority party - the political party that is in power. In the Senate, for example, the party that has the most Senators--a Republican majority means there are more Republicans.

minority - less than half. In a group of 100 a minority would be 49 or less.

minority leader - the leader of the political party that has less than half of the votes in each of the two houses of Congress.

minority party - the political party to which less than half of the Senators or members of the House of Representatives belong. A Democratic minority means there are not as many Democrats as there are Republicans.

naturalized citizen - a citizen not born in the United States. A person who leaves the country he was born in to take an oath and sign papers to become an American citizen.

Oath of Office - a promise made when an officer of the government raises his right hand and swears to do his duty. This he promises in front of other people who are called witnesses.

patent - a paper given by the government to an inventor protecting him if anyone tries to copy his invention so that his invention cannot be copied.

Philadelphia, Pennsylvania - the city and the state where the Constitution was written. The city where Independence Hall is located.

"pocket veto" - the name that is given when the President does not send a bill back to Congress because Congress is not meeting (in session). This can happen only if the President does not want the bill and if it is close to the time for Congress to adjourn.

poll tax - a tax a person must pay before he can vote in an election.

powers - (as powers of Congress) - what Congress is allowed to do. In the Constitution, powers refer to those things which the Constitution says may be done.

political convention - the meeting held every four years by the political parties--Republican and Democratic--to choose the persons they want to run for President and Vice-President.

political party - the people in a country who belong to a certain group that has its own ideas about running the country. The two main political parties in the United States are the Republican Party and the Democratic Party.

pro tempore - for the time being, or temporarily. A chairman pro tempore runs a meeting until a permanent chairman can be chosen. In the Constitution the president pro tempore of the Senate is a person who serves instead of the Vice-President. Being President of the Senate is one of the Vice-President's jobs. If he cannot serve for any reason, a president pro tempore is chosen.

protocol - rules or etiquette for government parties and ceremonies, such as seating guests according to their rank or according to how important they are. The Department of State has charge of protocol.

ratify - to approve, to say "yes" to, as to a new bill.

repeal - to cancel, annul, revoke - to take a law off of the books.

representative - a member of one House of Congress such as the House of Representatives.

revenue - the money that a government collects for public use.

revise - to write again, making changes.

senator - a member of one House of Congress--the Senate.

Supreme Court - the highest court in the country. There are nine men called Justices in the Supreme Court.

sworn in - took the oath of office.



unconstitutional - not allowed by the Constitution. If the Supreme Court says that a law is unconstitutional, that law cannot go into effect.

veto - to say no. The President will "veto" (say no) to the bill.

writ of habeas corpus - a legal paper that says that the person himself must appear, as in court.