

MINUTES OF THE MEETING OF THE STATE BOARD OF EDUCATION
 Tuesday Morning, September 26, 1916.

The State Board of Education met at nine o'clock. Members present: Messrs. Wilson, Hill, Sandlin, Shepler, Balls and Fite.

The minutes of the State Board of Education meeting held August 24th, 1916, were approved.

Pres. Stratton D. Brooks of the University of Oklahoma appeared before the Board and presented recommendations and communications as follows:

1. (342) Subject to your approval I have accepted the following resignations from September 1, 1916:
 Herschel C. Smith, Instructor in Civil Engineering;
 Robert Wesley Brown, Instructor in Geology;
 William Harrison Emig, Instructor in Botany.

Approved.

2. (343) I desire to report that the following persons have declined to accept the positions to which they have been appointed:
 A. P. R. Drucker, Instructor in Business Administration;
 Malcolm F. Denise, Assistant Professor of Economics.

Received and filed.

3. (344) I recommend that leave of absence from September 1, 1916, to September 1, 1917, be granted to John Alley, Professor of Government, and that he be paid one-fourth of his regular salary during such portion of the leave of absence as he may be in the military service of the United States, and that he be paid one-half of his regular salary for the remaining portion of said time.

Leave of absence granted without pay for time in service of government for the reason that the granting of pay would be in conflict with the constitution. Sabbatical leave granted to take effect upon conclusion of military service.

4. (345) I recommend that leave of absence be granted to Professor Guy Y. Williams, Professor of Chemistry, for such portion of the year beginning September 1, 1916, as he may be in the military service of the United States, and that he be paid during such time, one-half of his regular salary.

Leave of absence without pay granted, the allowing of pay being contrary to the constitution.

5. (346) I recommend that the salary of Clifford Loucke, Secretary Extension Division, be fixed at the rate of \$1000.00 per year, beginning September 1, 1916, said salary to cover eleven month's service in each year.

Approved.

6. (347) I desire to report the following appointments approved as emergency appointments:

Lecm Forest Wood, Instructor in Electrical Engineering, (#335)
 Carrie E. Staggs, Instructor in Piano (#336)
 Abraham Press, Assistant Prof. of Electrical Engineering, (#337)
 Robert C. Terrell, Asst. Prof. of Civil Engineering (#338)
 H. L. Whittemore, Associate Prof. of Mechanics (#339)
 Chas. E. Decker, Instructor in Geology (#340)
 Malcolm F. Denise, Assistant Prof. of Economics (#341)

Approved.

7. (348) I recommend that Prof. Harold V. Bozell be granted leave of absence from September 1, 1916, to September 1, 1917, under the regulations of the State Board of Education governing sabbatical leave of absence.

Approved.

8. (349) Subject to your approval I have appointed Lester William Wallace Morrow, Associate Professor of Electrical Engineering, to date from September 1, 1916, at an initial salary of \$1700.00 and regular advances thereafter in accordance with the salary schedule.

Approved.

9. (350) I recommend that James I Tucker, Director of the School of Civil Engineering in the University of Oklahoma, attend, at the expense of the University, the Brick Road Convention, to be held at Terre Haute, Indiana, from October 5th to 6th, 1916.

Approved.

The committee consisting of Messrs. Hill, Ralls, and Campbell, appointed to investigate charges made by S. I. McIlhoes and H. H. Edwards against Prof. Harold V. Bozell of the Electrical Engineering Department of the University of Oklahoma, made the following report:

"The committee appointed to hear the charges against Prof. Harold V. Bozell recommended that the charges be dismissed and that the following resolution be adopted:

~~That the Board of Education be directed not to accept employment from public service corporations in any cases that involve the fixing of rates or the determination of taxes. It is further directed that all private employment on the part of such persons must be approved in advance by the president of the respective institutions.~~

(signed) Davis Hill
 J. G. Ralls
 Robert Campbell."

On motion by Mr. Sandlin seconded by Mr. Hill, the resolution was adopted, Mr. Shepler not voting.

Recommendations were presented recommending C. C. Buttram for the position of Resident Physician at the C. A. and N. University. On motion, the communications were referred to Pres. J. M. Marquess.

The communications and recommendations of Pres. Lynn Glover of the School of Mines were presented as follows:

(1) Recommendation that Pres. Glover be permitted to attend, at the expense of the School of Mines, the U. S. Mining Congress to be held in Chicago about the middle of November. On motion by Mr. Sandlin seconded by Mr. Ralls, the recommendation was approved, provided that Pres. Glover file a written report of the proceedings of the convention with his claim for his expenses and that a copy of this report be filed in the institution.

Mr. Wilson and Dr. Fite voting no.

(2) Communication concerning the building of a walk from the School of Mines to the City of Wilburton and the securing of deeds for the purpose of constructing such a walk, was presented. On motion by Mr. Sandlin seconded by Mr. Hill, the construction of the walk was unanimously disapproved.

(3) Communication concerning the transference of a boiler belonging to the School of Mines to another institution was read, and the Secretary was instructed to see the Board of Affairs concerning the removal of this boiler.

(4) Communications from Pres. Glover notifying the Board of the resignation of Clinton J. Sarles, Head of the Geology Department, and of the failure of R. J. Knickerbocker to render services during the months of July and August; and the recommendation of a General Assistant Teacher to teach certain specified subjects for nine months at \$900. and a Second General Assistant Teacher to teach during the fall and winter terms at \$100. per month for six months, were read.

On motion by Mr. Sandlin seconded by Mr. Ralls, Pres. Glover's recommendations were approved. Mr. Wilson voting no.

(5) Requisitions and claims against the School of Mines were presented as follows:

1. Requisition for paint, not to exceed \$60.00. On motion by Mr. Ralls seconded by Mr. Sandlin, the requisition was approved.

2. Requisition for 100 walnut posts. On motion by Mr. Sandlin seconded by Mr. Ralls, the requisition was rejected.

3. Requisition for Fairbanks Scales. On motion by Mr. Sandlin seconded by Mr. Wilson, the requisition was rejected, Mr. Ralls voting no.

4. Requisition for mule collar, etc. On motion by Mr. Sandlin seconded by Mr. Ralls, the requisition was approved.

5. Requisition for publishing the Practical Educator. On motion by Mr. Sandlin seconded by Mr. Hill, the requisition was rejected.

6. Claim for automobile services. On motion the claim was ordered returned for further explanation.

7. Claim for expenses of Pres. Glover to confer with the Board of Affairs. On motion, the claim was referred to the Board of Affairs for their approval.

Communication was presented from Pres. Graves of the Northwestern State Normal concerning the use of the adopted text books in that institution, with Mr. Wilson's reply thereto. On motion by Mr. Sandlin seconded by Mr. Ralls, the attitude of the Board toward the use of the adopted text books as indicated in Mr. Wilson's letter was approved.

Recommendation of Pres. Graves that a library deposit of \$1.00 from each student enrolled be collected at registration, this deposit to cover the loss of any book or periodical or for fines imposed at the rate of two cents per day for books or periodicals kept overtime, such deposit to be refunded at the end of the spring term, or summer term, or at the time the student withdraws from school less penalties deducted, was approved, on motion by Mr. Sandlin seconded by Mr. Hill.

Pres. Graves' recommendation of Maude Reichman as Assistant Instructor in Domestic Science and Art in the Northwestern State Normal at a salary of \$800. was approved, on motion by Mr. Ralls seconded by Mr. Hill.

Recommendations of Pres. Grant B. Grumbine of the Central State Normal were presented as follows:

(1) Appointment of W. T. Morrisett as Janitor of Library Building, at the rate of \$700.00 per year, approved; (2) The employment of student help in the office at not to exceed \$50.00 per month, approved; (3) The appointment of Jessie Watson as Secretary at a salary of \$10.00 per month, approved; (4) Roy H. Davis, Assistant in Printing Department, at a salary of \$10.00 per month, approved; (5) Robert Lewis, Assistant Janitor, \$17.00 per month, approved; (6) Chas. Cox, Assistant in Manual Training, \$17.00 per month, approved; (7) Henry E. Brodm, work on campus, \$17.00 per month, approved; (8) Walter I Myers, Work in library, \$17.00 per month, approved; (9) Byron O. Whittaker, Asst. in Office, \$17.00 per month, approved; (10) Glen Taylor, Assistant Printing Department \$10.00 per month, approved; (11) Pat Johnson, work on campus, \$17.00 per month, approved.

On motion by Mr. Ralls seconded by Dr. Fite, the resignation of Lorena Hinds, Primary Critic Teacher, was accepted to take effect when a successor can be secured and the President of the Board of Education was authorized to approve Pres. Grumbine's nomination of such successor.

Communication was presented from Pres. T. D. Brooks of the Southeastern State Normal notifying the Board of the resignation of H. J. Brown, Physical Director and Assistant in Mathematics in the Southeastern State Normal on September 4th and nominating J. D. Isaacks as successor to Mr. Brown. On motion by Mr. Sandlin seconded by Mr. Shepler, H. J. Brown was dropped from the pay roll of the Southeastern State Normal, Mr. Ralls voting no.

On motion by Mr. Sandlin seconded by Mr. Hill, J. C. Isaacks was elected Physical Director and Assistant in Mathematics in the Southeastern State Normal School at \$1300.00 per annum, Mr. Ralls voting no.

On motion by Dr. Fite seconded by Mr. Sandlin, Pres. T. D. Brooks was authorized to visit the normal schools of Missouri and Kansas at the expense of the Southeastern State Normal School. All voting aye.

On motion by Mr. Shepler seconded by Dr. Fite, the Board recessed until nine o'clock September 27th.

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MINUTES OF THE MEETING OF THE STATE BOARD OF EDUCATION
Wednesday Morning, September 27, 1916.

Members present: Messrs. Wilson Ralls, Shepler, Hill, Fite and Sandlin.

The sanitary survey of the City of Tablequah made by the State Department of Health was presented and Dr. Fite explained the conditions of health as set forth in the report.

The recommendations of Pres. Gable of the Northeastern State Normal were presented, and action taken as indicated by the following:

On motion by Mr. Ralls seconded by Mr. Shepler, I. H. Needham was elected as Head of the Department of Biological Science to succeed Wright A. Gardner, resigned. All voting aye.

On motion by Mr. Ralls seconded by Mr. Shepler, C. R. Foliart was elected Instructor in Penmanship to teach at least two classes a day during the year at \$20.00 per month, provided the adopted system of penmanship is taught. All voting aye.

On motion by Mr. Ralls seconded by Mr. Hill, the salary of George Anderson, Director of Athletics and Assistant in Science, was made \$100. per month for twelve months. All voting aye.

On motion by Mr. Ralls seconded by Mr. Shepler, Hogan Markham was elected Head of the Department of Chemistry and Physics of the Northeastern State Normal to succeed A. K. Gossom, resigned. All voted aye.

Communications were presented from Supt. A. K. Gossom of the State Training School as follows:

(1) Notifying the Board of the resignation of Max E. Pearson, Night Guard, and the appointment of Will Adkins as his successor at a salary of \$25.00 per month, also the appointment of Mike Bayburn as Dairyman and Assistant Farmer at a salary of \$50.00 per month. On motion by Mr. Hill seconded by Mr. Shepler the acceptance of the resignation and the making of the new appointments were approved.

(2) Concerning vacations for the employees of the State Training School. On motion action was deferred until the next meeting of the Board of Education.

On motion by Mr. Ralls seconded by Mr. Shepler, the following resolution was adopted:

WHEREAS it has been made to appear to the State Board of Education that there is a strong and reasonable probability that Dewey Russum and Billy Holland may leave the State Training School and remain at liberty without violating the law and that their release is not incompatible with the welfare of society and not detrimental to the good of such boys,

Be It Therefore Resolved by the State Board of Education that they be released from the State Training School.

(3) Recommending a system whereby a parole may be earned by inmates of the State Training School. On motion by Mr. Ralls seconded by Dr. Fite, the following method of earning a parole was approved:

Method of Earning a Parole - State Training School for Boys

1. A boy who has remained in this institution fifteen months without receiving any demerits will be favorably recommended for a parole, or

2. When a boy has earned 1500 merits he will be recommended favorably for a parole.

100 merits are given a boy for each months stay in the institution.

Extra merits and demerits will be given as follows:

- 50 merits for good information.
- 100 merits for reporting boy actually running away before officer sees him.
- 10 merits for turning in tobacco.
- 10 merits for turning in property found
- 10 to 50 merits will be given for extra good care of clothing, shoes, teeth, cleanliness, etc.

Demerits

- 100 demerits will be given for falsehood.
- 100 demerits will be given for impudence.
- 100 demerits will be given for using tobacco.
- 100 demerits will be given for stealing
- 100 demerits will be given for disobedience.
- 50 demerits will be given for swearing.
- 50 demerits will be given for fighting.
- 50 demerits will be given for vulgarity
- 50 demerits will be given for breaking window
- 1000 demerits will be given for running away.

(4) Recommending that the salary of W. W. Sizemore be made the same as that of the other officers. On motion by Mr. Ralls seconded by Dr. Fite, W. W. Sizemore's salary was fixed at \$50.00 per month. All voted aye.

(5) Report of the escapes from the State Training School at Pauls Valley.

On motion by Mr. Ralls seconded by Mr. Shepler, Dr. Fite, Mr. Hill and Mr. Sandlin were appointed as a committee to visit and inspect the State Training School at Pauls Valley, and to make recommendations concerning the bakery, toilets, etc. All voted aye.

On motion by Mr. Ralls seconded by Mr. Hill, the Superintendent of the State Training School was authorized to employ an additional teacher at a salary of \$50.00 per month who shall act as Chaplain for the institution, conduct Sunday School, religious services, etc., this person to be employed subject to the approval of the Board. All voted aye.

On motion by Mr. Ralls seconded by Mr. Shepler, Dr. Fite was appointed as a committee to take up with Dr. J. W. Duke the matter of the menu of the several state institutions maintaining dormitories and adopt plans for the superintendents to follow in furnishing food for the inmates, and the superintendents of the several institutions are further authorized to send to the State Health Department for analysis under the pure food law any canned goods purchased for their respective institutions which, in their judgment, does not meet the standard of the samples submitted at the time of the purchase or is in any way defective.

On motion by Mr. Ralls seconded by Mr. Hill, the following resolution was adopted:

BE IT RESOLVED THAT IT IS THE SENSE OF THE STATE BOARD OF EDUCATION that a monthly report from the state institutions under the supervision and control of this Board would be of great assistance in its management and direction of such institutions. With this in mind, the Secretary of the Board is hereby instructed to prepare and furnish a blank form to the heads of all institutions with the request that this blank form be filled out, one copy to be kept in the office of the president or superintendent, and one copy to be sent to each member of the State Board of Education. This report should show 1st, the date; 2nd, total number males enrolled at the beginning of the term or the last report; 3rd, total number of females enrolled at the beginning of the term or the last report; 4th, number added to the roll since the last report; 5th, number dropped from the roll since the last report; 6th, total in attendance; 7th, number that have withdrawn from the school voluntarily; 8th, number discharged; 9th, amount of money available for yearly maintenance; 10th, amount set aside for salary and amount for other purposes; 11th, amount of salaries for the month; 12th, amount spent for other purposes for the month; 13th amount remaining in the salary fund; 14th amount remaining in the general expense fund.

On motion by Mr. Ralls seconded by Mr. Shepler, the Secretary was instructed to request the presidents and superintendents of the institutions under the direction of the State Board of Education to send to each member of the Board a list of all persons employed in their respective institutions, showing names, positions, salaries, and hours actually employed per day.

All voted aye.

On motion by Mr. Ralls seconded by Mr. Hill, the Secretary was instructed to write to Pres. Stratton D. Brooks of the University of Oklahoma and ask him to report the names of all incorporated towns fully accredited with the University of Oklahoma, giving the date when such town was fully accredited, and if any such town has been dropped from the list of schools giving the date when such order went into effect.

All voted aye.

Communication was presented from Governor E. L. Williams, Senator L. M. Ryan, and S. Parlette of the Oklahoma Book Company, concerning the distribution of adopted text-books at Spiro, Oklahoma. On motion by Mr. Ralls seconded by Mr. Sandlin, Pres. Wilson was requested to investigate and adjust the difficulty in the distribution of the books.

Communication was presented from Jasper Sipes concerning the complaint relating to the exchange of books of Supt. Taylor of Okeene.

On motion by Mr. Ralls seconded by Mr. Hill, the Secretary of the Board was instructed to notify Pres. J. M. Marquess of the winners of the scholarships offered to the colored boys and girls' clubs, and to approve claims for each one at \$11.11 per month, provided a certificate of attendance be furnished by Pres. Marquess. All voted aye.

The complaint against Supt. M. H. Watts of Cushing relating to the adoption of certain lead pencils, tablets, etc., was presented. On motion the Secretary was instructed to refer the complaint to the local board, as the State Board of Education has no jurisdiction in this case. All voted aye.

On motion, the Secretary was instructed to ask the Jasper Sipes Company and the Oklahoma Book Company for a list of local depositories by counties, also the names of any depository contracts that have been cancelled. All voted aye.

On motion by Mr. Hill seconded by Mr. Ralls, the secretary was instructed to notify presidents and superintendents of the institutions under direction of the Board to send to each member of the Board and to the Governor, on or before the 1st of November, a copy of their proposed plans for the next biennial period and their recommendations for appropriations, and to show the amount of appropriations for the past biennial period.

The recommendations of Pres. J. B. Ekridge of the Southwestern State Normal were presented as follows:

(1) That Magnolia Gee be elected critic teacher in the Southwestern State Normal at a salary of \$1000.00 per annum. Upon motion by Mr. Ralls seconded by Mr. Hill, the motion was approved.

(2) That Itea Woolverton be elected as Instructor in Penmanship at \$50.00 per month for eleven months. On motion by Mr. Ralls seconded by Mr. Hill, the nomination was approved. All voted aye.

Communication was read from J. P. Whatley concerning the advanced standing given his daughter, Grace Whatley, at the University of Oklahoma. On motion by Mr. Ralls seconded by Dr. Fite, the correspondence was referred to Pres. Stratton D. Brooks for his consideration and report to the Board. All voted aye.

Draft for \$140.00 from Judge N. M. Williams was presented. On motion by Mr. Sandlin seconded by Mr. Hill, the draft tendered by Mr. Williams for \$140.00 was accepted as the rent for the year 1916 on the tract of land belonging to the Oklahoma College for Women, with the understanding that this action does not release the said N. M. Williams from liability for any rent due and unsettled for any time prior to January 1, 1916. All voted aye.

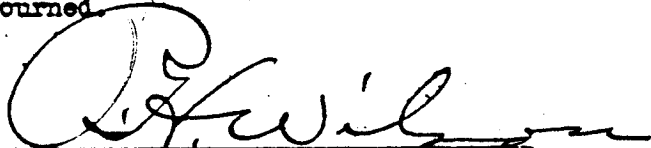
Communication was presented from Pres. W. C. French of the University Preparatory School notifying the Board of the resignation of Carrie Staggs, Head of the Piano Department, and the appointment of Maude Henshaw as her successor at \$1000. per annum. On motion the resignation was accepted and the appointment of Miss Henshaw approved.

On motion by Mr. Ralls seconded by Mr. Hill, the employment of assistants in the Home Economics and Manual Training Department of the University Preparatory School at salaries of \$800. each per annum was approved, with the understanding that graduates of the Oklahoma educational institutions be secured if possible. All voted aye.

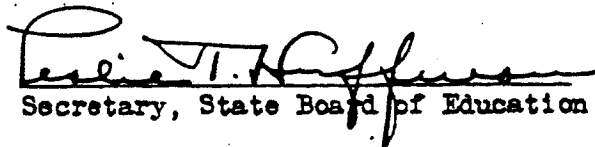
Communication was read from Mrs. Myrtle Deam, Secretary of the State Lyceum Chautauqua Federation. On motion by Mr. Ralls seconded by Mr. Sandlin action was deferred on Mrs. Deam's recommendations until the next meeting of the Board and that she be invited to be present at that time.

Communications were read from Commissioner of Labor W. G. Ashton, and Supt. J. W. Blattner concerning the violating of the eight-hour law at the School for the Deaf. The committee appointed to visit the State Training School were requested to investigate the complaint at the School for the Deaf.

On motion, the Board adjourned.



President, State Board of Education



Secretary, State Board of Education

Oklahoma City