

MINUTES OF THE MEETING OF THE STATE BOARD OF EDUCATION
Monday Morning, November 27, 1916.

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

Minutes of the meeting of the Board of Education on September 26th and 27th were presented and approved.

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

1 (354) I recommend that the vote whereby the request of J. H. Craven to inspect the parks of Kansas City, Lawrence, Manhattan, and Wichita, at the expense of the University, was refused, be reconsidered and that the request be granted.

Approved, on motion by Mr. Hill seconded by Dr. Fite.

2. (355) Subject to your approval I have accepted the resignation of Addie Maloy, as Instructor in Physics, to date from September 1, 1916.

Approved, on motion by Mr. Hill seconded by Dr. Fite.

3. (356) Owing to the fact that the American Bar Association and the Association of American Law Schools, which have hitherto held their meetings at the same time, have now decided to hold separate meetings, I recommend that the Dean of the Law School be allowed to attend annually, at the expense of the University, each of these meetings.

Rejected, on motion by Mr. Shepler seconded by Mr. Hill.

4. (357) I recommend that Dean J. S. Buchanan be authorized to represent the University of Oklahoma at the inauguration of Robert Ernest Vinson, as President of the University of Texas, on November 30, 1916, and that the expenses of the trip be paid by the University of Oklahoma.

Approved, on motion by Mr. Shepler seconded by Mr. Hill.

5. (358) I recommend that Dr. Edwin DeBarr, Vice-President of the University be authorized to represent the University of Oklahoma at the inauguration of Isaac Newton McCash, as President of Phillips University, Enid, Oklahoma, on November 17, 1916, and that the expenses of the trip be paid by the University of Oklahoma.

Approved, on motion by Mr. Hill seconded by Mr. Shepler.

6. (359) Subject to your approval I have appointed Montgomery B. Stewart, Special Lecturer in Accounting, to be paid at the rate of \$5.75 per lecture, to date from September 1, 1916.

Approved, on motion by Mr. Hill seconded by Dr. Fite.

7. (360) I recommend that Professor Jerome Dowd, Director of the School of Commerce and Industry, be authorized to attend at the expense of the University, the meeting of the American Economics Society and the American Sociological Society, at Columbus, Ohio, from December 26th to 30th, 1916.

Rejected, on motion by Mr. Shepler seconded by Mr. Hill.

8. (361) I desire to report the appointment of P. G. Phelps to the position of Visual Instruction Lecturer in the Extension Division of the University of Oklahoma, from October 1, 1916 to January 1, 1917, at a salary of \$100.00 per month, previously approved as an emergency appointment. (#351).

Approved.

9. (362) Subject to your approval, I have appointed the following named persons at the salary specified::

J. B. Wilson, General Assistant, from Oct. 1, 1916 to July 1, 1917, \$2.00 per day;

Ike Jones, General Asst. from Oct. 1, 1916 to July 1, 1917, \$2.00 per day;

W. J. Brooks, Carpenter, from Oct. 1, 1916 to July 1, 1917, \$2.00 per day;

Thomas Cook, Janitor in the Medical School, from September 1, 1916 to July 1, 1917, \$60.00 per month;

W. E. Edmiston, Instructor in Community Music, from October 1, 1916 to July 1, 1917, without salary.

Approved.

10. (365) The University of Oklahoma is holding, on December 12 and 13, a conference on Rural Welfare. As preparatory to this conference I wish to recommend that Associate Professor Adams be authorized to attend at the expense of the University, the Fourth National Conference on Marketing and Farm Credits, which will be held at Chicago on December 4 to 9, 1916.

Rejected, on motion by Mr. Shepler seconded by Mr. Hill.

President Brooks presented the following communication:

I submit herewith a list of schools that are entitled to the rights of an independent district by virtue of being fully accredited with the State University. We find on examination that there is no correct, official record of the cities of the first class in this state. In so far as we are able to determine, however, the following schools, which are not cities of the first class, have been fully accredited, approximately on the date specified in each case:

<u>Town</u>	<u>Date</u>	<u>Town</u>	<u>Date</u>
Afton	12/3/12	Apache	1/4/14
Arapaho	11/1/12	Beaver	11/1/12
Beggs	5/1/15	Billings	10/1/14
Blair	10/1/14	Boswell	5/1/15
Broken Arrow	5/1/15	Carney	10/19/15

Copan	11/5/13	Cordell	11/13/13
Custer	12/1/13	Davis	1/26/14
Eldorado	4/29/14	Fairfax	10/7/12
Francis	10/1/14	Granite	12/1/12
Grandfield	12/1/12	Grove	10/1/14
Guymon	12/1/12	Hennessey	12/1/13
Hinton	5/1/12	Hollis	12/20/12
Hominy	10/1/14	Keota	10/1/14
Kiefer	12/1/12	Lexington	12/1/12
Lindsey	12/1/12	Maud	11/1/14
Medford	12/1/12	Mounds	1/4/12
Mountain View	1/20/13	Muldrow	12/1/13
Okemah	12/1/13	Oktaha	12/20/13
Ramona	12/1/13	Roff	10/1/15
Ryan	12/1/13	Sallisaw	12/1/13
Seminole	11/30/13	Snyder	12/1/13
Stigler	12/1/13	Stilwell	12/1/13
Temple	12/20/13	Texhoma	12/1/13
Thomas	12/1/13	Tishomingo	1/21/13
Walter	12/20/13	Wapanucka	12/1/13
Watonga	8/3/13	Waynoka	12/1/13
Welch	6/1/15	Weleetka	12/1/13
Wewoka	12/1/13	Yukon	12/1/13

I further recommend that the following schools be declared fully accredited, since they are entitled, at the present time, to the number of units specified in each case:

Billings	19	Elair	16
Okfuskee County High School, (Paden)			18
Mounds	15	Tuttle	15½
Konawa	15½	Milburn	16

On motion by Mr. Hill seconded by Mr. Shepler, the list of Independent Districts as submitted were approved as being fully accredited with the University and entitled to all the privileges of independent districts.

Pres. Brooks also recommended that the towns of Sallisaw and Bristow be dropped from the accredited list, having failed to meet the requirements of accredited schools. On motion by Mr. Hill seconded by Mr. Shepler, the recommendation was approved.

Communications from President Brooks were presented concerning the acceptance of credits from the Oklahoma College for Women of Miss Grace Whatley. On motion, communication was ordered received and filed.

The Board recessed until one-thirty p. m.

MINUTES OF THE MEETING OF THE STATE BOARD OF EDUCATION
Monday Afternoon, November 27, 1916.

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

Pres. S. M. Barrett of the Eastern University Preparatory School appeared before the Board and presented his estimates and recommendations for the Eastern University Preparatory School for the biennium beginning July 1, 1917.

Pres. Charles Evans of Henry Kendall College appeared before the Board and presented a statement from the Council of church school presidents concerning the issuance of teachers' certificates by those institutions. Pres. Evans retired.

Mr. Campbell entered.

Pres. Stratton D. Brooks appeared and presented the estimates of appropriations for the support and maintenance of the University of Oklahoma for the biennial period beginning July 1, 1917, with recommendations for buildings, the establishment of a revolving fund, and extension work. Pres. Brooks retired.

Supt. W. L. Kendall appeared and presented the estimates of appropriations for the fiscal year beginning July 1, 1917 for the Institution for Feeble-Minded at Enid.

Pres. G. W. Austin appeared and presented recommendations for appropriations for support and maintenance of the Oklahoma College for Women for the next biennium.

The Board recessed until Tuesday Morning, November 28th.

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MINUTES OF THE MEETING OF THE STATE BOARD OF EDUCATION
Tuesday Morning, November 28, 1916.

Members present: Messrs. Wilson, Hill, Fite, Balls, Shepler, and Campbell.

Pres. Grant B. Grumbine and Attorney John Roaten of Edmond appeared before the Board. Mr. Roaten explained the condition of the titles of the lots belonging to the Central State Normal in Edmond and presented blue prints showing the location of the lots.

On motion by Mr. Balls seconded by Mr. Hill, the Attorney General is requested to bring suit immediately to quiet the title of the following lots in the State Normal grounds addition to the City of Edmond:

Lots 10 (Ten) in Block 1 (One); Lots 3,4,7,8,10,11,12, and 22 (Three, Four, Seven, Eight, Ten, Eleven, Twelve, and Twenty-two) in Block 4 (Four); Lots 12 and 13 (Twelve and Thirteen) in Block 5 (Five).

Motion carried.

On motion by Mr. Ralls seconded by Mr. Hill, Pres. Grant B. Grumbine and Attorney John Roaten were designated to act with full authority for the State Board of Education in trading or selling the following property:

All lots belonging to the state in Block 5;

All lots belonging to the state in Block 4; east of lots 4 and 18;

All lots belonging to the state in Blocks 1 and 2.

Motion carried.

Pres. Lynn Glover appeared and presented his report with recommendations of appropriations for the next biennium for the School of Mines and Metallurgy at Wilburton.

Pres. W. C. French appeared and presented the report of the University Preparatory School with estimate of needs for the next biennium. Pres. French also presented the nomination of Majorie Bish as Assistant in Home Economics at a salary of \$800.00 per year. On motion by Mr. Ralls seconded by Dr. Fite, Miss Majorie Bish was elected.

Supt. A. K. Gossom of Pauls Valley appeared and presented his recommendations for the next biennium for the Boys' Training School. After careful consideration of the recommendations, the Board decided to recommend that the heating plant which is now found inadequate be reconstructed and made large enough to pump water for the institution, furnish electricity, and care for the installation of a refrigerating plant.

On motion by Mr. Ralls seconded by Dr. Fite, the salary of E. E. Braden, Engineer and General Mechanic at the State Training School, was raised from \$50.00 to \$65.00 per month.

Communication of Attorney H. H. Edwards and Supt. Gossom concerning the paroling of Delmar Holland was read, and on motion the parole was not granted.

Supt. A. K. Gossom's recommendation that the Board rescind its action creating the position of teacher and chaplain at a salary of \$60.00 per month, and that he be allowed to expend \$20.00 a month for the religious work in the institution by securing the services of the ministerial alliance of Pauls Valley, was read. On motion by Mr. Ralls seconded by Mr. Campbell the recommendation was approved.

The report of the boys escaping from the State Training School during the months of September and October was read and ordered filed.

Supt. Gossom's notification of the resignation of Will Atkins as Night Guard in B Cottage and the selection of J. M. Henderson as his successor was read and approved; also his selection of F. L. Claxton as Night Guard in D Cottage at a salary of \$25.00 per month was approved.

The Board recessed.

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MINUTES OF THE MEETING OF THE STATE BOARD OF EDUCATION
Tuesday Afternoon, November 28, 1916.

Members present, Messrs. Wilson, Hill, Ralls, Campbell, Shepler, Fite.

Supt. O. W. Stewart appeared and presented his recommendations for the support and maintenance of the School for the Blind at Muskogee for the fiscal year beginning July 1, 1917.

J. D. Benedict of Muskogee appeared and explained the Visual System of Instruction of Underwood and Underwood offered by him for the approval of the Board. On motion by Mr. Ralls seconded by Dr. Fite, the following resolution was adopted:

RESOLVED that the system of visualized instruction, known as "The World Visualized For The Class Room" as devised by Underwood and Underwood, with Prof. Frank M. McMurry, as Chief Editor, be approved by the State Board of Education; and authority is hereby granted to the said Underwood and Underwood and their duly authorized representatives to take orders for this "Visual Instruction" material from the schools of the State of Oklahoma, subject to the regulations concerning the furnishing of supplies to the schools.

Supt. Neil B. Gardner appeared and presented his recommendations for the support and maintenance of the Oklahoma State Home for the biennium beginning July 1, 1917.

J. R. Johnson, Superintendent of the Institution for Deaf, Blind and Colored Orphans, appeared and presented his recommendations for the support and maintenance of that institution for the next biennium.

Pres. J. M. Marquess of the C. A. and N. University appeared and presented estimates of appropriations needed for support and maintenance for the biennium beginning July 1, 1917. Pres. Marquess also presented the following recommendations:

1. That you formally confirm the appointment of Gertrude Lankford to the position of teacher in the Model Training School at a salary of \$75.00 per month (nine months). Action deferred.

2. That you approve the following changes: the abolition of the position of Commissary; the transfer of F. J. Hilburn to the position of critic teacher for the eighth grade at present salary; the transfer of Rosa Johnson from the position of critic teacher for the 6th and 7th grades to that of Matron of Girls' Old Dormitory. Approved, on motion by Mr. Ralls seconded by Mr. Hill.

3. That you approve the acceptance of the resignations of J. F. Ellison, Head of the Language Department; and Joe Taylor, chief engineer. Approved, on motion by Mr. Shepler, seconded by Mr. Hill.
4. That you approve the following rule: "That all teachers and employees who live in the dormitories be required to take their meals in the University Dining Room." Approved, on motion by Mr. Ralls seconded by Dr. Fite.
5. That you approve the recommendation of the faculty that C. A. Hamilton be expelled from the privileges of the University. Approved, on recommendation of Mr. Ralls seconded by Dr. Fite.
6. That you permit the establishment of a Commissary in connection with the Board Department in which incidental sales of soap, starch, and the like may be made to the students. Approved.
7. That you permit the use of the incidental money collected from students in the musical department for part of the expense money of the musical clubs which are to render numbers at the Negro State Teachers' Association at Boley, Christmas. No action.
8. That a committee from the Board be appointed to give these buildings names. No action.
9. That you outline a policy I am to follow in the case of suspended pupils who refuse to leave the campus or buildings within a reasonable time. No action.
10. That you prohibit the sale of foodstuffs in the dormitories by outsiders. Approved.

Marquess retired.

The Normal School Presidents appeared and Pres. T. D. Brooks presented the report of the Council. No action was taken. The Council retired.

Pres. J. M. Gordon presented his estimate of expenses necessary for the support and maintenance of the East Central State Normal, together with necessary improvements in buildings and equipment.

The Board recessed.

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MINUTES OF THE MEETING OF THE STATE BOARD OF EDUCATION
Wednesday Morning, November 29, 1916.

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

The following heads of institutions appeared and presented financial estimates for the ensuing biennium:

Pres. G. W. Gable of the Northeastern State Normal at Tahlequah,
Supt. J. W. Blattner of the School for the Deaf at Sulphur.

The Normal School Presidents' Council again appeared and the Board proceeded to take up the recommendations of the Council in detail.

On motion by Mr. Hill seconded by Mr. Campbell, action on the report of the Normal School Presidents' Council was deferred until the next meeting of the Board and the Council was requested to furnish each member of the Board a copy of the report.

Communications were read from Gov. R. L. Williams and State Examiner and Inspector Fred Parkinson regarding the statute covering the creation of a deficiency in state institutions or departments.

The Board recessed.

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MINUTES OF THE MEETING OF THE STATE BOARD OF EDUCATION
Wednesday Afternoon, November 29, 1916.

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

The Board proceeded with the hearings of the heads of the state institutions and the reports of the following were discussed:

Pres. J. W. Graves of the Northwestern State Normal at Alva;
Pres. Grant B. Grumbine of the Central State Normal at Edmond;
Pres. T. D. Brooks of the Southeastern State Normal at Durant.

The resignation of Miss Ethel Cardiff as Financial Secretary and Registrar of the Central State Normal was presented and read. On motion by Mr. Sandlin seconded by Mr. Ralls the resignation was accepted. All voted aye.

Mrs. Myrtle Deam, Secretary of the Oklahoma State Lyceum Chautauqua Association, appeared before the Board and presented the plan of the Federation for raising the educational standard of lyceum and chautauqua work in Oklahoma without an increase in cost. After consideration of the plan proposed by Mrs. Deam, on motion by Mr. Ralls seconded by Mr. Campbell, the Board approved such plans. All voted aye.

On motion by Mr. Ralls seconded by Mr. Campbell, Gertrude Lankford was elected to the position of teacher in the Model Training School in the C. A. and N. University at a salary of \$75.00 per month.

Requisition was presented for the erection of a greenhouse at the Northeastern State Normal at a total cost of \$500. On motion by Mr. Ralls seconded by Mr. Hill, the requisition was rejected.

The resignation of Mildred M. Dalzell, Professor of Reading in the Central State Normal, was presented and on motion by Mr. Ralls seconded by Mr. Shepler was accepted.

Pres. Grumbine's recommendation that Miss Emma Winnard be elected as substitute at a salary of \$100. per month was presented. No action.

Communication from C. P. Hall asking for the approval of the Book of Knowledge to be sold to libraries of the state schools was read. On motion, the communication was postponed until the next meeting of the Board.

On motion by Mr. Hill seconded by Mr. Ralls, the resignation of H. R. Williams, Registrar and Head of the Department of Public Speaking, Debating and Correspondence Work in the Northeastern State Normal, was accepted, and Miss Lillian McElhanev was elected as substitute until a satisfactory man for this position can be secured, the salary of Miss McElhanev to be \$50.00 per month.

Communication was presented from Pres. T. D. Brooks concerning the organization of a local chapter of a National Normal School Sorority of the Southeastern State Normal. On motion, Pres. Brooks' communication was referred to the Attorney General for his opinion.

Communication from the Webb Publishing Company was presented. No action was taken.

Requisitions and claims of the School of Mines at Wilburton were presented as follows: Requisitions

1. For liquid veneer and varnish, \$1.75, approved.
2. Expenses for extension work at Commerce, \$15.00 per month, approved.
3. Expenses for coal extension work, \$25.00 per month for 8 months, approved.
4. Rent on building at Henrietta for coal extension work, \$35.00 per month, approved.
5. 424 Feet of 8-inch tiling for ditch, rejected.
6. 2 window sashes for barn, rejected.
7. 1 door latch and lock for gas, approved.
8. Permission to employ Clarence Tedford for Janitor services at \$5.80, approved.
9. Repairing of testing set and galvanometer, for \$24.50, approved.
10. Letterheads and lead pencils, approved.
11. Permission to have gas machine repaired, \$40.00, no action
12. Permission to purchase 100 walnut posts, \$15.00, no action.
13. Repairing and material used for mine rescue car, no action.
14. Publication of Practical Educator for months of October, November and December at a cost of \$50.52 per month, approved, Mr. Wilson voting no.
15. 12 wire waste paper baskets, approved.
16. Howe Scale, Beam Poise, \$1.75, approved.
17. Permission to employ carpenter for not to exceed 4 days at \$3.60 per day. No action.

18. Fairbanks Victor Scales, \$9.00, approved.
19. Mazda lamps, etc., no action.
20. 50 receipt books, no action.
21. 2½ inch valve, \$3.50, approved.
22. 50 gal. low pressure gas, \$9.00, no action.
23. 1 pair andirons, \$6.00, no action.

Claims

1. Claim of Lynn Glover for stamps, \$2.00, approved.
2. Claim of Lynn Glover for express paid on mineral for \$1.60, was approved with the instruction that hereafter all mineral sent to the school for assaying must be prepaid by the sender.
3. Claims of Fred Yostick for services, \$4.20; Monroe Cowan for services \$1.80; Wm. Howard services, \$8.50; Bill Mahan for services, \$2.40 were disallowed for the reason that the expenditure was not authorized by the Board.

Communication concerning the admission of a student to the School of Mines who had been expelled from the East Central State Normal was read and the Secretary of the Board was instructed to investigate the matter.

On motion by Mr. Sandlin seconded by Mr. Balls, V. O. Wahling was elected Assistant Instructor in the School of Mines for the fall and winter terms only, at a salary of \$100. per month, approved.

On motion by Mr. Sandlin seconded by Mr. Wilson, Mr. Volney Wortman was dropped as Assistant Instructor in the School of Mines, to take effect December 1, 1916. All voted aye.

Moved by Mr. Hill seconded by Mr. Sandlin, that a committee of three be appointed of whom the President of the Board shall be one to meet on the 18th of December to formulate a report upon the appropriations to be recommended to the Legislature, and that the State Board of Education meet on December the 20th to receive this report. Motion carried. President Wilson appointed Mr. Hill and Mr. Sandlin.

The estimate for the expenditures for the Southwestern State Normal was presented and considered.

The Board adjourned.


President, State Board of Education


Secretary, State Board of Education

Oklahoma City.