

MINUTES OF THE MEETING OF THE STATE BOARD OF EDUCATION  
ON AUGUST 15-16, 1918.

August 15, 1918.

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

The minutes of the previous meeting were read and approved.

The following recommendations of President Stratton D. Brooks of the University of Oklahoma were presented:

1. (572) I recommend that the individuals specified below be paid the salaries named for June and July, instead of for July and August, 1918.

Pearl Buchanan	\$100.00
D. B. R. Johnson	100.00
Philomena Plaza	125.00
Ima James	100.00
R. L. Newcomb	50.00
Lee Hull	100.00

Approved.

2. (573) Owing to the fact that the following named persons are not to return to the University in September, I recommend that the balance of the salary due in each case be paid in the month of June, said balance being as specified in each case:

S. M. Salyer	\$350.00
J. H. Voss	500.00
August Steitz	350.00
Joshua B. Lee	250.00
Rafael Marin	350.00
Frederick E. Tarman	350.00
Forest Leon Wood	213.87
John McClure	138.91

Approved.

3. (574) Owing to the fact that Howard S. Browne and Everett S. Davis are not serving in the summer school to which they were appointed, I recommend that the action of the Board on April 17, fixing their salaries for July and August, be rescinded and that they be paid in accordance with their regular schedule.

Approved.

4. (576) I recommend that the action taken on April 17, fixing the salaries of the following named teachers in the summer school, be rescinded and that in place thereof their salaries be fixed for June and July, at the rate specified in each case, the salary for August remaining in accordance with the regular salary schedule.

R. C. Terrell (June) - \$200.00 (July) - \$300.00

Oscar B. Jacobson	\$250.00
G.F.W. Schmidt	250.00
J. W. Bridges	250.00
James C. Davis	250.00
Fred W. Padgett	250.00

A. R. Ramey	225.00
Harriet J. Hopkins	216.66
Emern R. Ferriss	216.66
Nathan Altshiller	216.66
Charles E. Decker	216.66
Lawrence Nelson Morgan	216.66
Arthur J. Williams	216.66
John R. Cable	216.66
Oscar J. Lehrer	216.66
Thomas F. Pierce	216.66
Edgar D. Meacham	200.00
Mollie A. Peterson	200.00
Gilbert H. Smith	200.00
Royal E. Jeffs	191.66
Carrie Staggs	191.66
Mary E. Coppedge	183.33
Rafael Echeverria	183.33
Edith Mahier	183.33
Randall Stewart	183.33
Marie Mauk	175.00

Approved.

5. (579) Subject to your approval I have appointed Charles Moore to the position of General Assistant at the University of Oklahoma at the rate of \$80.00 per month to date from July 1st, 1918, to July 1st, 1919, or for such portion of that time as his services may be necessary and satisfactory.  
Approved.
6. (580) Subject to your approval I have appointed Rosetta Briegel Instructor in Chemistry in the Summer School of the University, at a salary of \$100.00 per month, to be paid July 1st and August 1st.  
Approved.
7. (581) I recommend that leave of absence, without pay, be granted Howard S. Browne, Dean of the School of Pharmacy, to date from September 1st, 1918, to February 1st, 1919.  
Approved.
8. (582) Professor Patricio Gimeno requests that the previous action of the Board granting him sabbatical leave of absence, be rescinded. I recommend that this request be granted.  
Approved.
9. (583) I desire to report the following appointments previously reported and approved as emergency appointments:
- |   |           |
|---|-----------|
| F. Clifford Miller, Assistant Professor of Drawing,<br>September 1, 1918, to September 1, 1919 (570).....   | \$1700.00 |
| David B. R. Johnson, Assistant Professor of Pharmacy,<br>September 1, 1918, to September 1, 1919 (571)..... | 1700.00   |
| Mrs. Jennie Loucks, Instructor in Piano and Theory of<br>Music, Sept. 1, 1918, to Sept. 1, 1919 (571).....  | 1200.00   |

Filomena Plaza, Instructor in Modern Languages, Sept. 1, 1918, to Sept. 1, 1919 (571).....	1200.00
Ima James, Assistant in Physical Education, Sept. 1, 1918, to Sept. 1, 1919 (571).....	900.00
Bennie Shultz, Assistant in Electrical Engineering, Sept. 15, 1918, to June 1, 1919. Per month.....	100.00
Lee Hull, Assistant in Pharmacy, Sept. 15, 1918, to February 1, 1919. Per month (571).....	100.00
George Meacham, Assistant in Extension Department, June 15 to September 15, 1918, Per month.....	100.00
September 15, 1918, to June 15, 1919, Per month...	50.00
Helen Wall, Stenographer, President's Office (575) July 1, 1918, to July 1, 1919, per year.....	1200.00
Eleanor Mays, Office Assistant, July 1, 1918, to July 1, 1919, (575) per month .....	55.00
A. J. Spicer, Electrician, June 5 to September 15, 1918, per month (575).....	85.00
Joe Wells, Electrician, June 5 to September 15, 1918, per month (575) .....	85.00
George W. Finley, Nightwatch, May 20, 1918, to July 1, 1919, (575). Per month.....	65.00
Alvin Manire, Pressman, University Print Shop, July 1, 1918 to July 1, 1919, (575) per month.....	65.00
Ruth Little, Assistant in Print Shop, July 1, 1918, to July 1, 1919, (575) per month.....	65.00
J. O. Kammerman, Associate Professor of Electrical Engineering, Sept. 1, 1918, to Sept. 1, 1919(576).	2100.00
Elizabeth Jordan, Asst. Professor of English and Advisor of Women, Sept. 1, 1918, to Sept. 1, 1919 (576).....	1700.00
Maud McHenry, stenographer Extension Department, August 1, 1918, to September 1, 1919 (576).....	1000.00
W. A. Kitchin, Carpenter, July 1, 1918, to July 1, 1919 (576).....	1500.00
Charles Bratchel, janitor Law Building and Library July 1st, 1918, to July 1st, 1919 (576) per month.	85.00
Jim Hill, General Assistant, July 1, 1918, to July 1, 1919 (576) Per*day.....	3.00
E. E. Fox, Janitor Old Science Hall and Park Row Buildings, September 1, 1918, to July 1, 1919 (576) Per month.....	70.00

Approved.

10. (584) I recommend that indefinite leave of absence without pay be granted to the following persons for military service:

Lea A. Riely, Asso. Prof. Medicine  
A. W. White, Asso. Prof. Medicine  
J. M. Alford, Asso. Prof. Medicine  
W. W. Wells, Instructor Obstetrics  
E. F. Davis, Asso. Prof. Ophthal.  
A. L. Guthrie, Instr. Otol., Rhin. & Larynx.  
L. M. Sackett, Instructor G. U. Dis. and Syph.

Horace Reed, Asso. Prof. Surgery  
 R. L. Hull, Asso. Prof. Orth. Surgery  
 L.N. Morgan, Assistant Prof. of English, to date  
 from September 1, 1918.  
 Gayfree Ellison, Prof. Bacteriology  
 G. H. Smith, Instructor in Sociology, to date  
 from Sept. 1, 1918 to Sept. 1, 1919.

Approved.

11. (585) I desire to report that the following named persons failed to accept the positions to which they were appointed:

Alex Cowan, Janitor  
 J. B. Jones, General Assistant.

Approved.

12. (586) I desire to report that I have accepted the resignation of Z. V. Austin, Janitor of Old Science Hall, to date July 1st, 1918.

Approved.

13. (587) I recommend that the salaries of the individuals named below be fixed for the month of September at the rates specified in each case, said rate being in payment of work done during the summer in preparation for taking care of military instruction during the coming year:

S. W. Reeves	316.66
Guy Y. Williams	308.33
James C. Davis	241.66
A. J. Williams	275.00
R. G. Soutar	283.33

Approved.

14. (588) Subject to your approval I have appointed the following named individuals for the time and at the salary specified in each case:

Raymond Selders, Student Assistant in Physics, August 1 to September 1, 1918.	\$100.00
Betty Stephens, Assistant in Mathematics, September 1, 1918 to September 1, 1919	1000.00
W. T. York, Dispensing Clerk, August 1, 1918 to July 1, 1919, per month	65.00
Mrs. Stella Laslie, Assistant in the Library, July 1, 1918, to July 1, 1919, per month	50.00
Florence Furman, Assistant in the Library, July 1, 1918 to July 1, 1919	100.00
J. G. Mitchell, Instructor in the Summer School, July 1, to September 1, 1918, per month,	75.00

Approved.

15. (589) In accordance with your instructions I appointed Professor J. L. Rader, Dean J. S. Buchanan and Dr. H. H. Lane, as a special committee to investigate all the books in the library. I have a report that all books printed in German were withdrawn from the library some months ago, and that in July the National Council of Defense submitted a list of eighty-seven books containing Pro-German propoganda. Fourteen of these books were at that time in the library but were immediately withdrawn.

Approved.

Motion that the law school of the University be suspended for the duration of the war and the professor released was lost.

Motion by Mr. Hill, seconded by Doctor Brewer, that it is the sense of the State Board of Education that the faculty of the law school of the University of Oklahoma be reduced to three members as soon as practicable. Motion carried.

Motion by Mr. Ralls that the action of the State Board of Education in raising the salary of Dean Monett of the University Law School from \$4000.00 to \$4200.00 per annum be rescinded.

Motion lost.

Motion by Sandlin, seconded by Doctor Brewer, that it be a rule of this Board that no motion be entertained by the Chairman unless it has a second. Motion carried.

On motion by Mr. Hill, seconded by Doctor Brewer, the appointment of Andrew Coffman as Janitor in the Northeastern State Normal School at a salary of \$75.00 per month, in accordance with the recommendation of President G. W. Gable, was approved.

On motion by Mr. Hill, seconded by Doctor Brewer, President G. W. Gable was authorized to select a teacher of History and French in the Northeastern State Normal School, subject to the approval of the Chairman of the State Board of Education.

On motion by Mr. Ralls, seconded by Mr. Hill, "The American Community Song Book", by Dean Holmberg and Professor Lehr, was approved for sale to Oklahoma schools at a maximum price of sixty cents, (60¢), per copy.

On motion by Ralls, seconded by Doctor Brewer, the rules were temporarily suspended and the resignations of Miss Geneva May, Assistant in Physical Education in the Oklahoma College for Women, and Miss Marguerite Brown, Head of the Department of Piano at Central State Normal School were accepted.

On motion by Mr. Ralls, seconded by Mr. Sandlin, the appointment of Miss Pearl Reece as Head of the Department of Piano at Central State Normal School, Edmond, Oklahoma, was approved.

THE SCHOOL METHODS COMPANY, INC.

On motion the Secretary of the State Board of Education was directed to take up the matter of the sale of sets of books "Public School Methods" in Caddo County, Oklahoma, and write a letter to each of the twenty-six subscribers in that county asking if they were mistreated by this Company and if any misrepresentations were made by the agent at the time of the sale of books.

EAST CENTRAL STATE NORMAL

President J. M. Gordon of the East Central State Normal School presented the following recommendations:

1. Critic Teachers:

It so happens that the three critic teachers who have been with us during the past year are resigning their positions. Miss Graham gives up her work because she does not wish to teach during the summer. Misses Pepoon and Rucker are resigning in order to work nearer their homes. Miss Rucker goes to the Kansas City schools and Miss Pepoon to a ward school principalship at Jonesboro, Arkansas.

To take Miss Graham's place I am recommending Miss Anna C. Paxton who for the past seven years has been teaching in the Okmulgee schools and who has taught two summers with us. She has had considerable work in Teachers College, Columbia University, at which place she is now studying.

I will file Miss Paxton's papers with the Secretary of the State Board of Education.

For the other two positions I cannot at this time make a recommendation as I have not found suitable people who are available. I am asking the privilege of employing these teachers, the selection to be approved by the President of the Board of Education. I am anxious, if it is possible, to get teachers who are not only normal school graduates but who are college graduates as well.

E.C.N.S.

2. Professor Roddie:

At a previous meeting of the Board it was suggested that I take up with Mr. W. L. Roddie the question of his work and pay for another year, with the feeling that perhaps he could be given a leave of absence from active work on half pay. I did this but found that he had invested in Liberty Loan Bonds, War Savings Stamps and other war activities so that he would be considerably embarrassed if any curtailment of his salary should be made.

Professor Roddie has taught in the Normal for nine years and has never had a leave of absence as I understand it. Furthermore, it is a very short time until his connection with the school will be automatically severed because of the age limit. My suggestion is that he be given a leave of absence for the school year 1918-1919 on full pay. I will arrange to take care of his class work.

3. Secretary for part of August:

My secretary is away on vacation during the month of August. I am asking for permission to spend not more than sixty dollars for a substitute to do whatever work is necessary.

4. Trip to Fort Sheridan:

A conference of the school men interested in the Students' Army Training Corps is called to meet at Fort Sheridan, Ill., on August 30th and 31st. If it seems advisable for me to attend the conference I should like to have authorization from the Board to make the trip.

On motion by Mr. Hill, seconded by Mr. Shepler, President Gordon's recommendations were approved, except as to the Secretary and Professor Roddie.

Morning Session, August 16, 1918.

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

The following resolution was introduced by Mr. Ralls:

WHEREAS, the appropriation for the construction and equipment of a dormitory for the College for Women at Chickasha, Oklahoma, has been exhausted in building the dormitory and there remains no money with which to furnish and equip such dormitory; and

WHEREAS, if said dormitory is furnished and equipped it will accommodate one hundred and fourteen additional women who desire to enter the school this coming year and have signed up the necessary applications for entrance; and

WHEREAS, it has been stated by the foreman in charge of the construction of said dormitory that said building will be ready for occupancy by the 15th of September, 1918; and

WHEREAS, said school does not open until the 2nd of September, 1918; and

WHEREAS, it is deemed necessary to have said building equipped and furnished so as to accommodate said one hundred and fourteen women that they may prepare themselves to teach in the schools of the state;

BE IT THEREFORE RESOLVED BY THE STATE BOARD OF EDUCATION that there exists an urgent necessity for a deficiency appropriation in the sum of \$6,000.00 to furnish and equip said dormitory; and

BE IT THEREFORE RESOLVED that the Governor of the State of Oklahoma is hereby requested, in accordance with the law in such cases made and provided to execute the necessary certificate and authorization for such deficiency in the sum of \$6,000.00.

Motion by Mr. Hill, seconded by Doctor Brewer, that the resolution of Ralls be tabled. Roll call: Hill, aye; Brewer, aye; Shepler, aye; Sandlin, aye; Ralls, no; Wilson, no. Motion to table the resolution carried.

On motion by Mr. Sandlin, seconded by Dr. Brewer, the cost of board to students of the Oklahoma College for Women was fixed at \$21.00 per month, payable in advance. All members voting aye.

According to the recommendations of President G. W. Austin of the Oklahoma College for Women, the opening of the Oklahoma College for Women was deferred until September 21st, 1918, all members voting aye.

NORTHEASTERN STATE NORMAL SCHOOL

The following resolution was introduced by Hill, seconded by Shepler:

WHEREAS, it is by the State Board of Education of Oklahoma deemed necessary and proper that the following improvements be made at Northeastern State Normal School at Tahlequah, to-wit: a President's residence and home for said institution; and

WHEREAS, said improvements should be made immediately; and

WHEREAS, there is no sufficient fund or appropriation available with which to construct said improvements;

THEREFORE BE IT RESOLVED BY THE STATE BOARD OF EDUCATION OF OKLAHOMA that the Governor be requested to make and issue his certificate authorizing the expenditure of the sum of \$7,500.00 with which to make said improvements and that he authorize a deficiency in said amount for the aforesaid purpose.

Roll call: Shepler, aye; Hill, aye; Brewer, aye; Ralls, no; Wilson, aye; the motion carried.

The Board adjourned until two o'clock P. M.

Afternoon session, August 16th, 1918.

President G. W. Gable of the Northeastern State Normal School, Tahlequah, Oklahoma, presented the following recommendation:

Professor E. L. Bradley, of our commercial department having left for the army some weeks ago, I am asking that you endorse my action in placing Miss Helen Gallagher, assistant in commercial department, in charge of this department, she to receive a salary of \$1200.00 per year.

Approved.

SOUTHWESTERN STATE NORMAL SCHOOL

The following recommendations of President J. B. Eskridge of the Southwestern State Normal School were presented:

1. I hereby recommend that Professor A. H. Neff be given the work in the Department of Agriculture in the Southwestern State Normal School for the scholastic year 1918-1919. He had charge of this work during the summer term, to the satisfaction of all concerned, and is now taking a course at Ames, Iowa. This will save the salary of one teacher and I recommend that his salary be raised to \$1,650.00. He was retained as an assistant in Agriculture and History for next year at a salary of \$1430.00.



Approved on motion of Ralls, seconded by Hill, subject to President Eskridge's filing credentials and recommendations of Professor A. H. Neff.

2. I hereby recommend Mr. John F. Lance, B. S., for the Head of Manual Training Department in Southwestern State Normal School for the scholastic year 1918-1919, at a salary of \$1650.00. He is a graduate of the Pittsburg Normal School, of which W. A. Brandenburg is President. He has taught one year in the schools of Oklahoma, was acting-head of the Department here this summer, and his work was very satisfactory. I therefore commend him most cordially.

Approved on motion of Mr. Ralls, seconded by Mr. Hill.

3. I hereby present the name of Arta Clarence Goff for the Department of Shorthand and Typewriting in Southwestern State Normal School for the scholastic year 1918-1919, at a salary of \$1200.00. He is a graduate of the Chickasha Business College, taught violin here last year, and is a most excellent young man and a splendid teacher.

Rejected on motion of Mr. Sandlin, seconded by Mr. Ralls, for the reason that the understanding was when the commercial departments were established in the state normal schools that one person was to have charge of all the work of the commercial department of each institution. All members voting aye.

4. I hereby recommend that Miss Myrle E. Kelly be made teacher of Penmanship and Registrar at Southwestern State Normal School for the scholastic year 1918-1919 at a salary of \$1,000.00 a year. She is a graduate of Professor Creamer's, has been teaching in the public schools of Weatherford, and is well known to me. I commend her as a most excellent person for the position in question.

Rejected on motion of Mr. Sandlin, seconded by Mr. Ralls.

5. I recommend that the salary of Frank C. Stubbs, Head Janitor and Engineer, be made \$100.00 per month for the scholastic year of 1918-1919; that the salary of W. W. Ayres be made \$75; and that of P. B. Hidlebaugh be made \$75.

Mr. Stubbs is an expert plumber and I chance to know that the City of Weatherford is angling for him. His work in plumbing alone, in my judgment, will more than offset the increase in salary. These increases, together with that of Professor Neff, can be made at a saving of \$1,000.00, in the case of Professor Neff's transfer, and the consequent saving of one man's salary.

On motion by Mr. Sandlin, the salary of Frank C. Stubbs was fixed at \$90.00 per month, the salary of W. W. Ayres at \$75.00 per month and the salary of P.B. Hidlebaugh at \$75.00 per month.

6. I hereby recommend Mrs. Olive Day for re-election as teacher of Piano in the Southwestern State Normal School for the scholastic year 1918-1919, salary contingent upon the fees of the Department.

Approved.

C. H. SIMPSON

Motion by Hill, seconded by Sandlin, that C. H. Simpson be permitted to come before the State Board of Education and make a statement.

The motion carried, all members voting aye.

Motion by Mr. Ralls, seconded by Mr. Sandlin, that C. H. Simpson be permitted to file a petition to reopen the matter of his dismissal from the Southwestern State Normal School and file any documents he may have or procure as evidence in his case.

The motion carried.

The following recommendations of Superintendent J. W. Blattner of the Oklahoma School for the Deaf were presented:

I hereby recommend the following persons at the salaries named for literary and industrial teachers and employees, at the School for the Deaf, for the year 1918-1919. --

Literary Teachers

W. A. Scott (Principal Teacher)	\$1650.00
J. W. Thomas	1170.00
O. G. Carrell (Also Physical Director for Boys)	1170.00
Yetta Baggerman	945.00
Frances Hockensmith	945.00
Mrs. Birdie Scott	945.00
Mrs. Ida L. Mashburn	945.00
M. S. Hayes	945.00
Grover Farquhar (Also Asst. Physical Director for Boys)	945.00
Guard S. Price	900.00
Mrs. Ethel M. Perry	900.00
Mrs. Etta B. Ryals	\$900.00
Laura Armstrong	900.00
Mrs. Edith B. Hayes	900.00
Elizabeth B. Kellogg	855.00
Clyde King	810.00
Grace Myers	810.00
Mrs. Ethel M. Farquhar	765.00
Mrs. Anna M. L. DeVore	765.00
Hunt Robertson	765.00
Mildred Neal	675.00
To be filled	675.00

INDUSTRIAL TEACHERS

Inis Hall (Art)	810.00
Mary McDaniel (Teacher of Cooking & Housekeeper)	495.00
Ida Blatti (Dressmaking and Fancy Needlework)	405.00
Joseph Carmack (Shoe and Harness making)	855.00
W. W. Sayles (Printing)	855.00
Manual Training and Carpentry (To be filled)	1125.00

EMPLOYEES

Frank E. Moore, Steward and Accountant	1260.00
Mrs. E. M. Moore, Asst. Acct. & Stenographer	600.00
J. T. Slover, Physician	450.00
Mrs. Lillie Wilson, Nurse	450.00
Clay Riggins, Boys' Supervisor	450.00
Jane Susman, Girls' Supervisor and Asst. Physical Dir.	360.00
Mrs. T. E. Cate, Small Boys' Supervisor	315.00
Curtis Dawkins (pupil) Asst. Small Boys' Supervisor	45.00
Mrs. A. Goode, Small Girls' Supervisor	360.00
Nora Nanney (pupil) Asst. Small Girls' Supervisor	45.00
Samuel V. Moreland, Engineer & Electrician	960.00
Engineer and Electrician	960.00
Assistant Engineer and Electrician (to be filled)	360.00
Ivan Jenkins, Janitor and Asst. Plumber	720.00
S. J. Cowart, General Night Watch	660.00
Mrs. J. D. Stewart, Night Watch in Girls' Dorm.	270.00
Tom DeShazo, First Cook	630.00
Mrs. Nannie Jennings, Second Cook	270.00
E.N. Swenson, Baker	540.00
Josa Potter, Hall Girl and Cleaner	240.00
Mrs. Martha Ash, Hall Girl and Cleaner	180.00
Pansy Ewell, Dining-room Girl	180.00
Dining Room and General House Girl (to be filled)	180.00
Mary McMIndes, Laundress	300.00
E. L. Brown (with team & machinery) Farmer and Gardener	1020.00

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

The appointment of Mr. W. T. Dodson as Secretary of the State Board of Education, to become effective September 1, 1918, is confirmed. All members voting aye.

Motion by Mr. Wilson, seconded by Mr. Ralls, that Coach Charles Wantland of the Central State Normal School be requested to write to the athletic directors of the State Normal Schools and work out plans, rules and regulations governing military tests and give the same as much publicity as possible.

Approved, all members voting aye.

C. A. & N. UNIVERSITY-LANGSTON

The following recommendations of President J. M. Marquess of the C. A. & N. University at Langston were presented:

1. I recommend the transfer of Miss Janette Pierson to the Head of the Department of Domestic Art at a salary of \$1100.00 on a twelve month basis. This is in accord with tentative schedule adopted by your honorable body at your meeting about April 16th.

C.A. & N.

2. I recommend the appointment of Mrs. Robertha C. Atwood, whose credentials are herein enclosed, for Assistant in Domestic Art, at a salary of \$840.00, on a twelve month basis.

3. The position of Head of the Music Department will be difficult to fill. In fact, it will be necessary to have two people for this job for the reason that Mrs. Breaux handled the band, orchestra and piano. Attached hereto you will find the credentials of Fred D. Gray of Lawrenceville, Virginia, who is a band and orchestra leader, and can also teach shoe and harness repairing. This will serve the purpose of adding another trade to our work, which can be done with very little expense, and I thus recommend his appointment at a salary of \$80 per month on a twelve month basis.

4. I recommend a transfer of Mrs. Stella B. Wright from position as Teacher of Drawing to that of Lady Principal, at same salary of \$70 per month on a twelve month basis.

Inadvertently, we overlooked submitting the name for re-appointment of Mr. Lafayette Shawnee of our Agricultural Department at your April meeting. Mr. Shawnee has done very acceptable work and I thus recommend his re-appointment at a salary of \$1100.00 on a twelve month basis.

5. I am submitting herewith a letter filed with me under date of July 31st by Mr. H. F. Mitchell of the Department of Mathematics. I might say in passing that for some reason or other, Mr. Mitchell has become very much disgruntled. When I received notice from your honorable body advising the adoption of our salary schedule, etc., I notified Mr. Mitchell that the Board had very generously raised his salary from \$1100.00 to \$1200.00. His reply at the time was that they have done about as little as they can. Since that time he has appeared very dissatisfied, culminating under date of July 31st with this letter in which he asks for a raise of twenty per cent, which would make about \$1500.00. My personal opinion is, because Mr. Mitchell has displayed such a peculiar humor in declining to surrender the records of the University he claims to have in his possession, and for the further reason that it appears that he is very much dissatisfied with his present salary, and which carries with it the suggestion that his work during the year will not be pleasant, and for the further reason that I believe I can get somebody who will do better teaching at less pay, I respectfully recommend that the Board of Education reconsider its action with regard to him at its April meeting and dispense with his services with the University, effective September 1st.

6. Lastly, because of the fact that the Board will probably not meet again before the fall term begins, I respectfully request that the President of the Board of Education be empowered to approve or disapprove of my recommendation for the position of Matron of the Girls' Old Dormitory; Head of the Department of Industries; Head of the Department of Music; Instructor in Machine Shop Practice; Stenographer and Registrar in the Office; and Assistant in the Department of Domestic Science. My best judgment prompts me to believe that it will be impossible to get a satisfactory Head of the Industrial Department under \$1500. per year.

Approved on motion by Mr. Hill, seconded by Mr. Ralls. All members voting aye.

On motion, the Secretary was directed to notify Superintendent A. K. Gossom that Governor R. L. Williams had declined to permit a deficit for the State Training School at Pauls Valley, Oklahoma.

The following proposal of the Jasper Sipes Company of Oklahoma City, Oklahoma, for the sale of maps, was presented:

We very respectfully present for your consideration and ask for the privilege to sell to the Public Schools of Oklahoma the New History Maps as follows:

Breasted's Ancient Series, 16 Maps  
Harding's European Series, 23 Maps  
Hart's American Series, 24 Maps

The same to be sold singly or in sets at prices named on the revised price list attached herewith.

New History Maps

Revised Price List

Net Prices to-Schools

Complete sets with Tripod Stand

	Loose-leaf Steel Chart Head	Loose-leaf Wood Chart Head	Solid Chart Head
Breasted Ancient Series, 16 Maps	\$40.00	\$37.00	\$32.00
Harding European Series, 23 Maps	52.00	49.00	44.00
Extra Loose-leaf Steel Holders, complete with stand	12.00	-	-
Extra Loose-leaf Wood Holders, complete with stand	-	9.00	-

Complete Sets in Spring Roller Wall Cabinets.

Maps mounted two on a roller, one above the other, saving wall space and reducing cost.

	Price
Breasted Ancient Series, 16 Maps, -Roller Front Case.....	\$51.00
Costello Automatic Case....	48.50
Ordinary Drop Front Case...	45.00
Harding European Series, 23 Maps, -Roller Front Case.....	66.00
Costello Automatic Case....	63.50
Ordinary Drop Front Case...	60.00
Hart American Series, 24 Maps, ----Roller Front Case.....	67.00
Costello Automatic Case....	64.50
Ordinary Drop Front Case...	61.00

<u>Mounted Separately</u>		Each
(Any Map in any Series)		
Mounting No. 00-E	On cloth with three brass eyelets.....	\$ 1.75
Mounting No. 58	On cloth, dissected in four sections to fold, with eyelets.....	2.00
Mounting No. 00	With rollers at top and bottom.....	2.00
Mounting No. 02	On spring roller and board, dust-proof cover	3.50
Mounting No. 05	In steel spring roller case	4.50

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

Motion by Mr. Ralls that the outline submitted by The Macmillan Company as to spelling be placed in the course of study.

Approved.

The following proposal of W. P. Stewart, representing Rand McNally & Company, was presented:

I am herein presenting to you a patriotic reader, called "The Spirit of Democracy", for an approval for the seventh and eighth grades as a supplementary reader. List Price 80 cents. Many of the schools have already decided to use this book as a supplementary reader, but I have had some requests to have the Board to approve it.

On motion by Mr. Ralls, seconded by Mr. Hill, "The Spirit of Democracy" published by Rand, McNally & Company, was approved for the seventh and eighth grades as a supplementary reader, to be sold at a price not exceeding 80 cents per copy.

On motion by Mr. Ralls, seconded by Mr. Hill, Superintendent R. H. Wilson was requested to confer with President Graves of the Central State Normal School relative to the correspondence of Miss Margaret Doolittle, County Superintendent of Logan County.

On motion by Mr. Brewer, seconded by Mr. Ralls, the President and Secretary of the State Board of Education were authorized to print the State Course of Study.

The following proposal of S. M. Barrett for printing the State Course of Study was presented:

We, the Oklahoma Home and School Herald Publishing Company, agree to publish the State Course of Study for Common Schools and to give a copy of the same to every subscriber to the Oklahoma School Herald free. We also agree to give for the use of the State Board of Education for comments and added directions on the use of the State Course of Study each month, in the Oklahoma School Herald, space not to exceed two thousand words, without cost. We agree to sell said course of study to teachers, not subscribers to the Oklahoma School Herald, at a price of 35 cents.

Accepted on motion of Mr. Ralls, seconded by Mr. Hill; all members voting aye.

On motion by Mr. Hill, seconded by Mr. Ralls, the hospital plan suggested by Dr. Tucker was rejected and President Brooks and the Dean of the University Medical School were requested to work out a plan for the services of the State Hospital in Oklahoma City, either by the students paying the usual hospital fee of \$10.00 per week or on the cooperative plan, as they think best, and submit the same at the next meeting of the State Board of Education.

The complaint of the McBrayer Drugg Company, Haworth, McCurtain County, Oklahoma, was read and on motion by Mr. Ralls, seconded by Mr. Hill, the secretary was directed to refer the matter to the Oklahoma Book Company with the request that if there is any cause for complaint it be adjusted and a report made at the next meeting of the State Board of Education.

The following resolution was introduced:

The State Board of Education, realizing the difficulty that all publishers are having to furnish their books at the contract price on account of the scarcity and high price of paper, are desirous of aiding them in every way possible, but at the same time desiring to be assured that the school children of Oklahoma shall have sufficient quantity of the State adopted books, are willing to waive the printing of the contract price on the back of each book so that the publishers may feel easy regarding the loss that they may have in these stamped books in case they are not readopted.

Be it Resolved that the publishers be allowed to ship any stock into the State to the Depositories without any stamped prices on the books whatever.

The State Board of Education requests that the Oklahoma Book Company and the Jasper Sipes Company report the names of all companies that do not furnish an adequate supply of books.

Adopted, on motion by Mr. Ralls, seconded by Mr. Shepler; all members voting aye.

SOUTHEASTERN STATE NORMAL

The following recommendations of President T. D. Brooks, of the Southeastern State Normal School, were presented:

1. That Mr. Allen Berger, Head of our Manual Training Department, be granted a leave of absence on full pay for the fall term of 1918-1919. I recommend this because Mr. Berger has served in the faculty of this institution for several years without such recognition, and because he will spend the time in doing graduate study in Manual Training, probably in Stout Institute, to the profit of the school.

Approved on motion by Mr. Ralls, seconded by Dr. Brewer.

2. I am writing to nominate Mrs. Floy Perkinson Gates for election as acting head of the Department of English in the Southeastern State Normal School, at a salary of \$1210.00 per annum. I desire that Mrs. Gates be designated as Acting Head of the English Department, to prevent a disparity between her salary and that of other women in our faculty who have served the institution for a number of years.

Approved on motion of Mr. Hill, seconded by Mr. Ralls.

CENTRAL STATE NORMAL SCHOOL

The following recommendations of President J. W. Graves, of the Central State Normal School, were presented:

1. I have the honor to recommend the appointment of Miss Rosa Colegrove for the position as instructor in commercial branches in Central State Normal School at a salary of \$1500.00 per year, service to begin September 1st, 1918.

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

2. I am presenting the resignation of Dawes Lavers, who was employed as printer at Central State Normal School, and recommend that his resignation be accepted to take effect the first day of August, 1918.

Approved, on motion by Mr. Ralls, seconded by Mr. Sandlin, all members voting aye.

OKLAHOMA SCHOOL FOR THE BLIND

The recommendations of O. W. Stewart, Superintendent of the Oklahoma School for the Blind, were presented as follows:

Continuing my recommendations made April 16, 1918, that my faculty list may be completed for the approaching school year, I respectfully submit and request your consideration of the following:

Teachers,--Fifth, Sixth, Seventh and Eighth grades. I recommend Mr. James M. Monroe for the position of teacher for the seventh and eighth grades at \$80.00 a month, nine months' service, total \$720.00, and his wife, Mrs. Rose A. Monroe, for the position of teacher of fifth and sixth grades at \$70.00 per month, nine months' service, total \$630.00.

Mr. and Mrs. Monroe are experienced teachers and have been attending the Northeastern State Normal at Tahlequah during the summer months. Upon a statement from me made early in June that I would recommend them for positions in our school, both received embossed alphabet sheets and kindred materials that they might especially prepare themselves for the technical work of instructing the blind. For the past month both have been in Muskogee and in touch with the school apparatus with the view of becoming even more ready for their new undertaking. It was absolutely necessary to have a sighted male instructor among the resident teachers and to secure a young man who would be able to remain with us throughout the school year was a difficult undertaking. But in employing Mr. and Mrs. Monroe, I have secured such a man; have economized in space; and have improved our corps of workers, as married people are very efficient in the work in this institution. All references filed with me relative to character and special qualifications of these teachers have been satisfactory.

Teacher,--Home Economics: Sewing, Cooking and Weaving. I recommend Miss Sallie A. Gregory of Colorado Springs, Colorado, for the position of teacher of Home Economics.



I met Miss Gregory while attending the convention of workers for the Blind at Colorado Springs early in July, and am convinced that she is the person I need to teach our girls practical domestic science and art. She has been studying under the direction of teachers at the Colorado School for the Blind with the view of becoming better prepared for the work she will enter upon when our school opens in September.

Substitute teacher,-- It has happened every year that we have on account of sickness or unavoidable resignations of teachers been temporarily without an instructor in a class room. Since I have no authority to appoint any member of my family in this institution, and since Mrs. Virginia Stewart, my wife, is both qualified and immediately available when such embarrassments arise, I recommend to the Board that she be elected substitute teacher for the institution, her compensation to be the rate of pay received by the instructor she may relieve. This recommendation is made in order to make sure of having an instructor at all times, and in order that I may be within the limits of the law.

Approved on motion by Dr. Brewer, seconded by Mr. Balls.

#### NORTHWESTERN STATE NORMAL SCHOOL

The recommendations of President A. S. Faulkner of the Northwestern State Normal School at Alva, Oklahoma, were presented as follows:

1. You will find enclosed a copy of the resignation of Mrs. Ruby Williams Sheldon, as physical director for girls, to take effect September 1st. I recommend that this resignation be accepted and that the position be not filled at present. I believe that Military Drill will furnish a sufficient amount of physical education for both boys and girls at present.

Approved.

2. I enclose also a copy of a letter from Miss Reed Loving Watt asking for leave of absence during the winter term on full pay. I recommend that this be granted.

Approved.

3. The last of May, Mr. Sabin C. Percefull, Head of the Department of Physics and Chemistry, was called to service in the army. I recommend that a leave of absence be granted him during the period of the war, and that his salary be paid until September 1st, 1918.

Approved.

4. Your records will show that early in the spring Mr. Guy M. Lisk was elected Head of the Department of English. Mr. Lisk desires to be transferred to the Department of Physics and Chemistry made vacant by Mr. Percefull's withdrawal from this school. As Physics and Chemistry is the Department in which Mr. Lisk has made special preparation, I

recommend that the transfer be made and that Mr. I. S. Hinshaw, Principal of the High School at Checotah, Oklahoma, be appointed Head of the Department of English, at a salary of \$1650.00.

The transfer of Guy M. Lisk from the Department of English to the Department of Physics and Chemistry was approved. The appointment of I. S. Hinshaw as Head of the Department of English was also approved, subject to the filing of his credentials, as provided by the rules of the State Board of Education.

5. Mr. Frank S. Wyatt, Head of the Department of History and Physical Education for Men, has received an appointment for some kind of work in the army in connection with Y. M. C. A. and asks for leave of absence for a year on full pay. Our funds are not sufficiently large to admit of paying an extra salary for the year, and I believe it would not be good policy to pay his salary when we have three other men in the army, Messrs. Cleckler, Sheldon and Percefull, who have received no pay from the state.

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

6. I recommend for Head of the Department of History, during Mr. Wyatt's absence, Mr. Moses E. Wood, formerly of the Normal School at Edmond and later at Kendall College and Phillips University. Mr. Wood is an A. B. from Lebanon University and A. M. from Clark University, besides having done much other graduate work. He has been a member of our extra summer faculty this summer and I am highly pleased with the work he has done and feel that we should if possible offer him some extra inducement to accept this position. I expect to use him for some special work in the Department of Education in addition to his history work and feel that we would be warranted in paying him the same salary that Mr. Wyatt was to receive, \$1800.00 per year. However, if this does not seem advisable to you I believe that under the circumstances he would perhaps accept \$1650.00.

Approved, on motion by Mr. Sandlin, seconded by Mr. Ralls, Mr. Wood's salary being placed at \$1650.00 per year.

7. For several years Mr. and Mrs. Oscar E. Bogue of this city have been associated with this school as teachers of violin and piano, respectively. I believe that it would be an advantage to us if they were officially designated as members of the faculty, upon a purely tuition basis, and so recommend.

On motion by Mr. Falls, seconded by Mr. Hill, Mr. and Mrs. Oscar E. Bogue were elected as members of the faculty of Northwestern State Normal School, their salaries contingent upon fees.

On motion the Board adjourned to meet on September 24th, 1918, at nine o'clock A. M.

*R. H. Wilson*  
.....  
President State Board of Education.

*W. G. Dodson*  
.....  
Secretary State Board of Education.