

MINUTES OF THE MEETING OF THE STATE BOARD OF EDUCATION  
September 24th and 25th, 1918.

Morning Session, September 24th, 1918.

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

The minutes of the meeting of the State Board of Education on August 15th and 16th were approved as previously corrected.

At the request of W. T. Stewart the following resolution was unanimously adopted:

That the adopted register and records published by the Webb Publishing Company, Oklahoma City, Oklahoma, be sold either in packages or in separate items, the choice to be left to the purchaser, at the schedule of prices as follows:

Teachers Register, both loose leaf and bound forms...	\$ 0.65
Covers .....	.35
Pocket Class Record.....	.30
Teachers Monthly Reports.....	.15
Register Sheets per Hundred.....	.75
Pupils Grade Cards, each.....	.01

That any person or company who sells any of the above mentioned registers or records in the State of Oklahoma not published by the Webb Publishing Company will be in violation of the law on state adoptions.

Mr. Anderson, Mayor of Weatherford, and President of Commercial Club, appeared before the Board of Education asking information on S. A. T. C. and President Stratton D. Brooks, of the Oklahoma University, being present, was called before the Board and he explained all matters concerning the S. A. T. C. Doctor Brooks outlined in a general way the two phases of the S. A. T. C., the vocational and the collegiate.

UNIVERSITY OF OKLAHOMA

Doctor Stratton D. Brooks then presented a number of recommendations for the approval of the Board as follows:

- (594) Subject to your approval I have appointed Gladys Anne Renshaw to the position of instructor in French in the University of Oklahoma, from September 1, 1918, to July 1, 1919, at the rate of \$133.33 per month.
- (595) Subject to your approval I have appointed the following named individuals to the position and at the salary indicated, and for the time specified in each case:
  - William A. Kitchen, Electrician, September 15, 1918,  
to July 1, 1919, per hour.....\$0.50

D. A. Green, Electrician, September 15, 1918, to  
 July 1, 1919, per hour.....\$0.40  
 R. M. Proffit, General Assistant, September 1, 1918,  
 to July 1, 1919, per month.....\$80.00

3. (596) In order to adjust the University to the requirements of the War Department it has been necessary to arrange the work into four quarters of three months each and to provide for class instruction six days per week. Under this arrangement it will be necessary to change the plan of payment of salaries from a yearly to a monthly basis.
- I recommend, therefore, that the salaries as provided in the regular schedule be in each case divided into nine payments instead of twelve, and that the advances in accordance with the salary schedule date from July 1 in each year instead of from September 1, and that payment of salaries be made only for such months in the year as each teacher is employed in giving instruction.
4. (597) I recommend that the following named individuals be granted leave of absence, without pay, to date from September 1, 1918:
- W. A. Smith, Professor of Educational Administration
  - Randall Stewart, Instructor in English, (for military service)
  - Lawrence Nelson Morgan, Assistant Professor of English (for military service)
  - Charles F. Giard, Professor of Piano and Theory of Music, from September 1, 1918, to July 1, 1919, (for war service)
  - Errett R. Newby, Secretary-Registrar, from September 15, 1918, (for war service)
  - J. W. Bridges, Professor of Agricultural Education, from September 15, 1918, (for war service).
5. (598) Subject to your approval I have appointed Dorothy Fry to the position of acting registrar to date from September 1, 1918, at a salary of \$100.00 per month.
6. (599) I recommend that the salary of Fern Payne, Stenographer in the Registry Office, be fixed at the rate of \$100.00 per month from September 1, 1918;
- that the salary of Maude Shrum, Stenographer in the Financial Clerk's office, be fixed at the rate of \$91.66 per month from September 1, 1918;
  - that Mary Burke be appointed Stenographer for the Vocational Section of the Students' Army Training Corps, from October 1, 1918, to July 1, 1919, at \$100.00 per month;
  - that Sarah LeForce be appointed Assistant in the Extension Department from September 19 to December 19, 1918, at \$120.00 per month.
7. (600) I recommend that H. H. Foster be given indefinite leave of absence from his position as Professor of Law and that he be made Director of War Aims Courses, to date from September 1, 1918, without change of salary.

8. (601) Subject to your approval I have designated Frank G. Tappan, Associate Professor of Electrical Engineering, as Acting Director of the School of Electrical Engineering, to date from September 1, 1918; and  
A. J. Williams, Assistant Professor of Geology, as Acting Head of the Geology Department, to date from September 1, 1917.
9. (602) Owing to the change in payment of salaries to the monthly basis it will be necessary to revise the order of August 13th, with reference to the additional payments made for military service during the summer. I recommend, therefore, that for the month of September, the salaries of the following named persons be fixed as indicated:

S. W. Reaves.....	\$388.88
Guy Y. Williams.....	377.77
R. G. Soutar.....	344.44
James C. Davis.....	333.33
A. J. Williams.....	288.88

10. (603) I desire to report that the following named persons failed to accept the positions to which they were appointed.

Filomena Plaza, Instructor in Modern Languages  
Alice Feytens, Instructor in French

On motion by Mr. Sandlin, seconded by Mr. Hill, all of the foregoing recommendations of Doctor Brooks were unanimously adopted.

#### STATE TRAINING SCHOOL, PAULS VALLEY

Superintendent A. K. Gossom of the State Training School at Pauls Valley appeared before the Board of Education and presented the following recommendation relative to salaries:

I recommend that the following schedule of salaries be adopted as the maximum salaries for the employees of the State Training School for the year ending June 30, 1919.

Superintendent.....	\$208.33
Secretary.....	90.00
Farmer.....	75.00
Dairyman.....	75.00
Engineer.....	75.00
Cook.....	75.00
Co. Officer.....	60.00
Co. Officer.....	60.00
Co. Officer.....	60.00
Co. Officer.....	60.00
Night Guard.....	50.00
Night Guard.....	50.00
Night Guard...;	50.00

Night Guard.....	50.00	
Dining Room Man.....	60.00	
Shoe Maker.....	60.00	
Laundry Man.....	60.00	
School Principal.....	75.00	
School Assistant.....	50.00	
Playground Man.....	60.00	
Doctor.....	50.00	
Nurse.....	50.00	
Matron.....	25.00	
Tailor Shop.....	60.00	
Minister.....	20.00	
Relief Officer.....	60.00	\$1668.33

I further recommend that the Superintendent be permitted to use a sliding scale of salaries for the new and inexperienced employees, that he be permitted to employ help at salaries at less than indicated in the schedule and advance the same as the employee becomes more proficient in the work, but in no case shall a salary exceed the amount indicated in the above schedule except with the advice and consent of the State Board of Education.

At the suggestion of President R. H. Wilson, Superintendent Gossom and Dr. Fite were appointed to see the Governor, hon. R. L. Williams, relative to the recommendation mentioned above.

The Board then adjourned to meet at 2:00 P. M.

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Afternoon Session, September 24th, 1918.

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

On motion of Mr. Hill, seconded by Mr. Shepler, the Secretary of the State Board of Education was asked to write each of the individuals to whom the School Methods Company had sold books in Caddo County, asking them whether or not their agent had used undue pressure in anyway to secure their orders for books; their replies to be kept on file for the further consideration of the Board. The Board also asked the Secretary to communicate with this Company, informing them as to the general sentiment of the letters received from the Caddo County teachers to whom they had sold books. The Board requested the Secretary to say to this Company that they desired them to file with the Secretary of the State Board of Education a receipt from all people who had paid for these books in Caddo County and were dissatisfied, and a release from all those who had contracted for the books but had not paid for same.

President R. H. Wilson called attention to the shortage of books. He read several communications from teachers and book dealers. After considerable discussion the State Board of Education decided that no action be taken but that the Secretary be requested to notify the book companies to supply the

books to the best of their ability under the present war conditions. The Board found that in many cases these had been supplied but suggested that in making complaints in the future to get a written statement from the local depository before sending in complaints, because it is found that in a large number of cases the statements of the local depository and those making complaints do not correspond.

The matter of "The Story of the Old World" was brought up. The Secretary reported that the new edition had been printed and offered for sale but that no provision had been made for exchange. The State Board of Education therefore passed the following resolution:

The State Board of Education finds upon investigation that the World Book Company has made the correction required by the Board last spring with reference to its Pro-German features, but they have failed to make arrangements for an even exchange for old books as provided by the Board. The State Board of Education therefore requests that "The Story of the Old World" be not used until this order is complied with.

Superintendent A. K. Gosson and Dr. Fite appeared before the Board and reported that the Governor was not in his office.

Doctor Charles Evans then came before the State Board of Education with two books entitled "The American Patriotic Reader", price eighty-five cents per copy and "Beaver, the Pawnee Indian", price forty cents per copy. Doctor Evans gave a thorough outline of the field covered by these books.

On motion by Dr. Fite, seconded by Mr. Sandlin, the State Board of Education approved both books at the prices mentioned.

Mr. W. W. Robertson, representing the Charles E. Merrill Company, exhibited two bindings of readers now in use. The red binding had been made for use in other states. He asked the Board of Education for permission to use the red binding in Oklahoma instead of the yellow. After being convinced that the two different bindings had the same reading matter, upon motion of Doctor Brewer, seconded by Mr. Sandlin, the Charles E. Merrill Company was authorized to ship the books with the red binding instead of the yellow.

#### CENTRAL STATE NORMAL SCHOOL, EDMOND

President J. W. Graves of the Central State Normal School, Edmond, Oklahoma, appeared before the Board and presented the following recommendations:

1. It is respectfully recommended that J. C. Adamson be retained as teacher of Geography and Mathematics in Central State Normal at a salary of \$1650.00, beginning September 1, 1918. Mr. Adamson was not retained for the current school year when the appointments of the other teachers were made, because of the threatened prospective decrease in attendance over that of previous years. The fall enrollment at present shows a

total of 741 to date as against 542 for the last of September, 1917. The extra teacher is needed in order to handle the increase in enrollment. The salary of \$1650.00 represents a 10% increase over the salary paid him last year, which increase was granted to all other faculty members who were retained.

2. It is respectfully recommended that Mrs. J. C. Davis be appointed as assistant in the Science Department of Central State Normal. Mrs. Davis was temporarily employed in this capacity during the last year, the appointment not being permanent because her husband was the head of the Department. It is recommended that she now be made a regular member of the faculty, in view of the fact that her husband has resigned to accept a position in Texas Christian University at Fort Worth, and at a salary of \$1200.00, which is the salary authorized for the position.
3. It is respectfully recommended that the position of instructor in band and orchestra be created here at a salary of \$1500., the appointment to be made later when recommendation of suitable instructor can be made. Central is beginning the fifth term of successful military instruction, and the military work with students in the normal courses is at the point where a military band is needed if success is to be continued satisfactorily. The condition of this appointment would be that the instructor must give free lessons to all members of the band or orchestra.
4. Following the procedure suggested in Sec. 3, Chap. 60, Session Laws of 1917, I hereby make application for the transfer of \$5,500. from the 1-19 General Revenue Fund, \$50,921, for salaries at Central State Normal, to the fund entitled 2-19 General Revenue, Support and Maintenance other than salaries, changing this total from \$8,099 to \$13,599. This money will not be needed for salaries at Central State Normal, and it will be needed for support and maintenance, at least in part. A similar letter is this date being addressed to the State Board of Public Affairs.
5. It is respectfully recommended that the resignation of Mr. John Davis, Head of the Science Department of Central State Normal, to take effect August 31st, 1918, be accepted and that E. L. Howell, a graduate of Oklahoma University, be appointed in the place of Mr. Davis, effective beginning September 6th, the date on which Mr. Howell began duties in this position.
6. It is respectfully recommended that the resignation of Alvin L. Babb, Head of the Commercial Department at Central State Normal School, be accepted and that P. E. Leavenworth be appointed to the position, beginning September 16th, at a salary of \$1500 per year, the established salary for Mr. Babb. The credentials of Mr. Leavenworth are hereto attached.

On motion the above recommendations were unanimously approved.

President Graves asked for some action on the part of the State Board of Education relative to the Students Army Training Corps. On motion of Mr. Hill, seconded by Mr. Shepler, the Normal School Presidents were authorized to enter into contracts with the Government for everything necessary for carrying on the S. A. T. C., provided that the State Board of Education be not bound in any way financially.

## SOUTHWESTERN STATE NORMAL SCHOOL, WEATHERFORD.

President J. B. Eskridge, of the Southwestern State Normal School, appeared before the State Board of Education and presented the following recommendations:

1. That the resignation of Samuel D. Burton, Instructor in Athletics and Mathematics, be accepted.

Approved.

2. I ask permission to use Milo Remond temporarily for two classes in lower mathematics taught by S. D. Burton, former Athletic Director, until a suitable teacher can be found, and that he be given \$50.00 a month for his services.

Approved.

3. I further request permission to use Mrs. M. E. Ballard in the Commercial Department, and Mrs. Edna Miller Harris as Assistant in English, until suitable successors can be found.

Approved.

4. I am presenting the name of Clarence McCormick, A. B., University of Kansas, and M. A. of Clark University, for the Department of Mathematics made vacant by the resignation of A. C. Maddox.

Approved, Mr. Wilson voting no.

H. F. Mitchell (colored) appeared before the State Board of Education and made a verbal statement, asking for exoneration on the charges for which he was dismissed from the faculty of the Colored Agricultural and Normal University.

The Board took no action in this matter except to request the Secretary to write Mr. Mitchell that the fact of his dismissal from the institution at Langston, Oklahoma, was not because of any incompetence or disloyalty, but because the Board felt that on account of friction which existed between Mitchell and President J. M. Marquess, it was to the best interest of the institution that his services be dispensed with. They hold no charge against Mitchell for any of the matters which President Marquess brought before the Board.

The Board recessed until Wednesday, September 25th, 1918, at 10:00 A. M.

Mrning Session, September 25th, 1918.

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

The Secretary presented a communication from C. H. Simpson requesting the reopening of his case of charges of disloyalty.

The Board took no action except to request the Secretary to write Mr. Simpson to file with him any papers, documents, affidavits, etc., which he might see fit to file and that if the Board of Education thought these documents justified a reopening of his case they would do so.

The Secretary presented an outline for military training in the public schools prepared by Mr. W. F. Schultz, of Kingfisher, Oklahoma. The Board of Education requested the Secretary to write Mr. Wantland of Edmond, sending him the material submitted by Mr. Schultz for his consideration and ask that he take up the matter with Mr. Schultz if he thought advisable.

COLORED A. & M. UNIVERSITY, LANGSTON.

The recommendations of President J. M. Marquess of the C. A. & N. University were presented for the consideration of the State Board of Education as follows:

1. That Eben S. Lowe be appointed Assistant in the Department of Domestic Science, salary \$240.00 on a twelve month basis.  
Approved.
2. That T. W. Maddux be appointed Superintendent of Mechanical Industries, Salary \$1350.00 on a twelve month basis.  
Approved.
3. That Artie B. Kraft be appointed Registrar and Assistant in the Office, salary \$900 a year on a twelve month basis.  
Disapproved. This action of the Board of Education sustained the action of President R. E. Wilson on a previous date, wherein he refused to allow the appointment.

OKLAHOMA STATE HOME, PRYOR

The recommendation of Superintendent Neil B. Gardner, asking for a claim for \$65.00 salary for A. W. Page, this being \$5.00 more than the salary allowed on the regular schedule, was rejected on motion of Mr. Hill, seconded by Mr. Shepler, and the Secretary was requested to write Superintendent Gardner to recommend the increase of salary for the consideration of the State Board of Education at its next meeting.

OKLAHOMA COLLEGE FOR WOMEN, CHICKASHA.

The recommendations of President G. W. Austin, of the Oklahoma College for Women, were presented as follows:

1. We need room very much in both the college building and in the dormitory. No provisions have yet been made to take out the old boilers in these two buildings. I have had \$50.00 worth of work (plumbing) done by the contractor who is putting in our heating plant. He proposes to take the boilers out for them and to place the buildings back in as good condition as he found them and will give us the \$50.00 that we owe him for work. I recommend that this proposition be accepted.  
Approved. The Secretary was asked to present this matter to the State Board of Affairs for their disposition.



2. I recommend that Miss Marian Taylor be elected to the position made vacant in the Physical Education Department by the resignation of Miss Geneva May and that her salary be placed at \$780.00.

Approved.

3. I recommend that Miss Henshaw be elected to the position made vacant in the piano department by the resignation of Miss Richter and that her salary be placed at \$800.00

Approved.

4. I ask permission to pay some younglady \$100.00 out of our salary fund to play the piano in the Physical Education Department during this next session. The salary of Miss Richter who resigned from the Piano Department was fixed at \$900.00 and Miss Henshaw has been engaged to take this place at \$800.00. This arrangement provides the \$100.00 for the work in the Physical Education Department.

Approved.

5. Miss Inez Nelson was elected to a place in the Domestic Art Department at a salary of \$1000.00. She has accepted another position. I have been able to get Miss Hazel Frost for \$675.00, who was dropped from my recommendation of April 15th. This leaves us a balance of \$325.00. I have been able to get Miss Grace Threadgill in the place of Miss Lillian Penquite, the latter having accepted a position in another place. I agreed to pay Miss Threadgill \$833.00 for her year's work which is \$53.00 more than the salary given to Miss Penquite. This would leave a net balance of \$272.00 out of the Nelson salary and I recommend that \$72.00 be added to the salary of James Ballew, Bookkeeper, and \$100.00 to the salary of Miss Maxie N. Woodring, and \$100.00 to the salary of Miss Frances D. Davis, making them the same as the heads of other departments.

Approved.

#### NORTHEASTERN STATE NORMAL SCHOOL, TAHLQUAH.

The recommendations of President G. W. Gable, of the Northeastern State Normal School, were presented as follows:

1. That Professor J. N. Clark be made Professor and Head of the Department of Education and Assistant in the Department of English, he to teach History of Education, Philosophy of Education, Rural Methods, Grammar, and Elementary Composition and that he receive a salary of \$1650.00 per year, being \$110.00 per year more than he is receiving at the present time.

Approved.

2. That Miss Marguerite Mueller be placed in charge of the History Department, Professor I. T. Ballenger being on leave of absence on army service.

Approved.

3. Miss Helen Gallagher, teacher of commercial subjects, having resigned a few days before the opening of the fall term, I am asking that you indorse my action in the placing of Miss Lillie Lincke of Lincoln, Nebraska, in the position thus made vacant. Miss Lincke was especially recommended for this position by Miss Beers of the famous commercial school of Lincoln.

Approved.

4. That the resignation of Professor E. L. Johnson, Teacher of English, be accepted, to take effect October 1st.

Approved.

5. That Doctor T. M. Hartman, of Tahlequah, Oklahoma, be placed in charge of E. L. Johnson's classes temporarily until such time as we may be able to secure a good man to fill the position permanently.

Approved.

The Secretary was requested to ask President Gable to get the resignation of Miss Helen Gallagher and the credentials of those teachers who have not yet filed same.

#### SOUTHEASTERN STATE NORMAL SCHOOL, DURANT

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

1. In adjusting my faculty organization, after the resignation of Mr. Dodson, as head of the Department of History and Government and Registrar, I desire to recommend that Mr. W. H. Echols, now assistant in the Department of Education, be designated as Registrar and Assistant in Education and that his salary for the school year of 1918-19 be fixed at \$1650.00, salary and rank to be that of a department head.

2. That Mr. J. L. German be placed at the Head of the Department of History at a salary of \$1650.00 per annum, effective September 1, 1918.

3. I submit a proposition to buy a strip of ground on the West side of the Campus at a price of \$623.15, and I request that permission be given me to enter into a contract with the Government for the purpose of carrying on a Students Army Training Corps.

On motion of Mr. Hill, seconded by Mr. Sandlin, the foregoing recommendations were unanimously approved.

#### EAST CENTRAL STATE NORMAL SCHOOL, ADA

The recommendations of President J. M. Gordon of the East Central State Normal School were presented as follows:

1. That the resignations of Miss Lucy Pepon and Miss Mabyll Rucker, as Critic Teachers, in East Central State Normal School, be accepted.

Approved.

2. That Mrs. Lola Harris-Holmes and Miss Stella Watson be elected to the training school department to fill the vacancy created by the resignations of Misses Pepon and Rucker.

Approved.

3. That the salary of Professor R. S. Newcomb be made the same as that of the other heads of departments, beginning September 1, 1918.

Approved.

NORTHWESTERN STATE NORMAL SCHOOL, ALVA

The following recommendation of President A. S. Faulkner of the Northwestern State Normal School was presented:

That the resignations of Miss Rachel C. Robinson and Miss Lelia C. Price be accepted and that President Faulkner be given permission to select their successors and present these names to the Board at a future date.

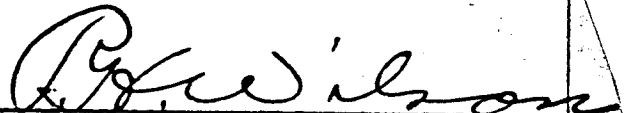
Approved.

The Secretary was asked to write the Normal School Presidents for a uniform price on Piano lessons, some now charging fifty cents per lesson and some seventy-five cents.

The Secretary was instructed to write to the heads of the various institutions under the control of the State Board of Education, asking them to prepare for presentation at the next meeting of the Board a budget of requirements for the institutions for the next biennium, to be used in President Wilson's recommendations to the legislature.

President R. H. Wilson then brought up the matter of the course of study and after some discussion the Board recommended that since the Course of Study had been printed by the Oklahoma School Herald under the direction of S. M. Barrett, all applications for course of study should be made to Mr. Barrett and that he be required to furnish the Course of Study to all who desired same for the period of one year.

On motion by Mr. Hill, seconded by Mr. Sandlin, the State Board of Education adjourned to meet November 12th, 1918, unless sooner called by the President of the Board.



President State Board of Education



Secretary, State Board of Education