

MINUTES OF THE MEETING OF THE STATE BOARD OF EDUCATION
November 12th and 13th, 1918.

Morning Session, November 12, 1918.

The State Board of Education met in regular session.

Members present: Hon. R. H. Wilson, Dr. F. B. Fite, Hon. John N. Shepler, Judge J. G. Ralls, Hon. Davis Hill, Rev. Theodore F. Brewer.

The minutes of the previous meeting were approved.

President G. W. Gable, of the Northeastern State Normal, Tahlequah, came before the Board and stated that he was unable to get the President's home at Tahlequah built; that war conditions and other circumstances made it practically impossible to make progress on the construction of the President's home at that place. He asked that the Board make some adjustment of this matter, inasmuch as the other presidents had homes already built and that he was having to pay house rent. The Board talked the matter over and took no action.

Mr. George Rainey, of Enid, Oklahoma, came before the Board and asked that he be allowed to increase the price of the Oklahoma Historical Chart from \$13.50, to \$17.50. The Board approved a maximum price of \$16.00 on this chart.

Mr. H. S. Nicholas, of Holdenville, Oklahoma, appeared before the Board and asked that his Company be allowed to increase the price of the Book of Knowledge, a set of books in twenty-four volumes arranged especially for schools, from the present price of \$42.00, a set, to \$52.00, without the case or \$56.00, with the case. The Board granted this request, after considering the high cost of materials and labor at the present time.

Mr. C. A. Norton appeared before the Board, representing Benjamin H. Sanborn and Company. Mr. Norton presented a Liberty Reader for use in the seventh and eighth grades. This book was quoted at 76 cents list or 57 cents f.o.b. Chicago. He asked that it be approved by the State Board of Education for use in Oklahoma.

On motion of Mr. Ralls, seconded by Mr. Hill, this reader was approved for use in the schools of Oklahoma.

The State Board of Education then adjourned until 1:30 P. M.

Afternoon Session, November 12, 1918.

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

Mr. John E. Rosser appeared before the State Board of Education in the question of exchange on the book entitled "The Story of the Old World." He asked the Board to set a limit on the time when the exchange should be made. The Board set the date of January 10, 1919, as the time when exchange on this book might cease. Mr. Rosser agreed that his Company would notify the dealers to this effect.

Mr. Rosser then presented two books for approval by the State Board of Education, one entitled "The American Spirit-A Basis of World Democracy," at a price of \$1.00; the other "A Child's Book of the Teeth," price 44 cents.

The Board approved the use of these books in the schools of Oklahoma.

JOINT RESOLUTION-RE FUND CENTRAL STATE NORMAL SCHOOL.

The following Joint Resolution was passed by the State Board of Public Affairs and the State Board of Education:

WHEREAS, Senate Bill No. 413, approved March 30th., 1917, appropriated in addition to all revenues made available from Section 13 Fund and New College Fund, for the Central State Normal, at Edmond, Oklahoma, for the fiscal year, ending June 30, 1918, for salaries, in the sum of Fifty Thousand Nine Hundred Twenty-one (\$50,921.00) Dollars.

Whereby, Section III of said Act provided that funds herein appropriated may be transferred from one fund to another, and may be used for purposes incidental to the conduct of said Institution, provided such use is authorized by a Joint Resolution of the STATE BOARD OF PUBLIC AFFAIRS and the STATE BOARD OF EDUCATION, which resolution shall be signed by two members of the State Board of Public Affairs and the President and Secretary of the State Board of Education.

Now, Therefore, it is resolved by the STATE BOARD OF PUBLIC AFFAIRS and the STATE BOARD OF EDUCATION, that the sum of Five Thousand Five Hundred (\$5,500.00) Dollars be transferred from Account 1-19 to Account 2-19, of the foregoing amount, which may be used by the STATE BOARD OF PUBLIC AFFAIRS for purposes incidental to the proper conduct and maintenance of the Central State Normal, Edmond, Oklahoma, as it is shown that this amount will not be needed for teachers' salaries.

Therefore, the Joint Resolution, as signed by the STATE BOARD OF PUBLIC AFFAIRS and the STATE BOARD OF EDUCATION, hereby transfers the above named amount,

Five Thousand Five Hundred (\$5,500.00) Dollars, to be used for the maintenance of the Central State Normal, at Edmond, Oklahoma.

STATE BOARD OF PUBLIC AFFAIRS,
J. M. Aydelotte, Chairman.
A. N. Wilcox, Member.

Dated at Oklahoma City, Oklahoma,
This the 28th day of October,
A. D., 1918.

STATE BOARD OF EDUCATION,
R. H. Wilson, President.
W. T. Dodson, Secretary.

UNIVERSITY OF OKLAHOMA

The recommendations of President Stratton D. Brooks, of the University of Oklahoma, were presented as follows:

1. (605) I desire to report the following appointments, previously approved as emergency appointments:

L. S. Stephens, Special Instructor in Mathematics, to date from October 14, 1918, \$150.00 per month.

N. E. Wolford, Special Instructor in Surveying, to date from October 14, 1918, \$150.00 per month.

Henry E. Weir, Special Instructor in Surveying, to date from October 14, 1918, \$150.00 per month.

Cliff R. Otto, Student Assistant in Mathematics, to date from October 14, 1918, \$60.00 per month.

Mrs. Eva Coughlan, Stenographer, Civil Engineering Department and Surveying, to date from October 14, 1918, \$80.00 per month.

Mary Grace Barnes, Assistant in the Library and Cataloger, to date from October 1, 1918, \$100.00 per month.

Grace A. Brown, Instructor in Piano, to date from October 1, 1918, \$133.33 per month.

2. (606) Subject to your approval, I have appointed the following named individuals to the positions and at the salaries specified and for the time indicated in each case.

Frederick W. Fischer, Special Instructor in Surveying, to date from November 4, 1918, at the rate of \$150.00 per month.

Eleanor Morgan, Instructor in English, to date from November 1, 1918, at the rate of \$133.33 per month.

Olive Searle, Assitant in Chemistry, to date from November 4, 1918, at the rate of \$111.11 per month.

Mac Cameron, Assitant in Shop Practice, to date from October 21, 1918, at the rate of \$6.00 per day.

Lola Clark, Assistant in the Bookbindery, to date from November 1, 1918, at the rate of \$65.00 per month.

W. C. Moverly, Janitory in the Fine Arts Building, to date from October 1, 1918, at the rate of \$3.00 per day.

Vanburen Endicott, Assitant in the Print Shop and Linotype Operator, to date from October 21, 1918, at the rate of \$100.00 per month.

The above appointments to continue for such time up to July 1, 1919, as the services of the respective appointees may be necessary and satisfactory.

3. (607) I recommend that the salary of George W. Fraysher, Nightwatch, be fixed at the rate of \$80.00 per month, to date from November 1, 1918; that the salary of James Houston, Teamster, including the furnishing of team, wagon, equipment, etc., be fixed at the rate of \$133.33 per month, to date from November 1, 1918:

The above to continue for such portion of the time up to July 1, 1919, as their services may be necessary and satisfactory.

4. (608) I recommend that leave of absence, without pay, be granted to the following named individuals:

Robert C. Terrell (military service) to date from November 16, 1918, and to continue indefinitely.

Florence Furman, Assistant in the Library, to date from September 1, 1918, to January 1, 1919.

Grace B. McClure, Cataloger, to date from October 1, 1918, to January 1, 1919.

5. (609) I desire to report that the following high schools have complied with all the conditions necessary to become fully accredited schools with the University of Oklahoma, and are therefore entitled to operate as independent districts:

Morris High School
 Fort Gibson High School
 Lone Wolf High School
 Ringling High School
 Alva High School
 Haskell High School
 Wainwright High School
 Wakita High School
 Moreland High School
 Fort Towson High School
 Apache, Broxton Cons. Dist.
 Choctaw High School
 Quinton High School

The above recommendations were unanimously approved.

Hon. W. D. Mathews, Commissioner of Charities and Corrections, appeared before the State Board of Education and made a statement relative to the various boards of the state conflicting with each other. He suggested that the different boards suggest to the Legislature that certain legislation be enacted which would draw the lines between these boards so that no confliction would occur.

RESOLUTION REGARDING CONTRACTS OF TEACHERS.

The following resolution was introduced:

WHEREAS, Section 71 of the 1917 School Law provides that-

"Whenever any person shall make and enter into a valid contract with such district board to teach school in such district, such contract shall be binding upon such teacher until he has been legally discharged therefrom according to law, or released therefrom by such district board in regular session; and until such person shall have been thus discharged or released, he shall not have the authority to make or enter into any valid contract with any other district board or board of education in the state of Oklahoma to perform services as teacher or instructor for a period of time covered by an existing valid contract which said person has made," and-

WHEREAS, on account of the scarcity of teachers, reports come that many teachers have given up their schools and have accepted positions in other schools without the consent of the board first employing them and without regard for the welfare of the school, and

WHEREAS, such conduct on the part of the teachers has caused great inconvenience and demoralization to the school system;

NOW, THEREFORE, BE IT RESOLVED by the State Board of Education that it is the sense of the Board that all persons holding state certificates and who are guilty of violating their contracts without the consent of the board first employing them should have their certificates to teach school revoked; and upon information filed by the superintendent and the board of education with the Secretary of the State Board of Education, giving proof that a teacher holding an Oklahoma State Certificate has violated his contract as above set forth, such teacher will be investigated by the State Board of Education in regular session, and if said teacher is found guilty of violating his contract the State Board of Education will proceed without delay to cancel said state certificates.

The State Board of Education further requests all County Superintendents and city examining boards to follow a like course with reference to certificates issued by them.

The above resolution was unanimously adopted by the State Board of Education.

The Board then adjourned, to meet 9 o'clock A. M., Wednesday, November 13th.

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Morning Session, Wednesday, November 13, 1918.

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

The State Board of Education took up the matter of charges for piano lessons in the various normal schools. It seemed that different institutions were charging different prices and the Board desired uniformity in this matter. On motion of Mr. Sandlin, seconded by Mr. Brewer, the Board fixed a maximum price of 75 cents per lesson where lessons are given in the normal schools. This motion was unanimously adopted.

CENTRAL STATE NORMAL SCHOOL

A communication from Maybelle Howard, asking for leave of absence for a period of time on half pay was presented, upon recommendation of President J. W. Graves. After ascertaining the facts in the matter, the Board recommended that this request be granted, provided Miss Howard furnishes bond, etc., as required under the rules of Sabbatical leave.

NORTHWESTERN STATE NORMAL SCHOOL

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

1. Inasmuch as school has been dismissed for the past five weeks, on account of influenza epidemic, I beg to suggest that from information I can gather, it seems best that the fall term be extended until December 20th., which is the close of the quarter for S. A. T. C., as designated by the Committee of Education of the War Department. It seems that the winter term should begin immediately after Christmas and continue for twelve weeks of five days each and that the spring term should be made to end at the time scheduled by teaching six days a week. My information from consultation with Superintendents of this section of the State, is that they expect to arrange their work so that their terms will close practically at the same time as they had contemplated.

Approved.

2. I beg to submit for your consideration at your next meeting, the recommendation of Miss Julia U. Charlton for the position of first and second grade Critic, to succeed Miss Rachel Robinson, whose resignation was accepted at your last meeting. Miss Charlton's

credentials have been sent for but have not yet arrived. I suggest that her appointment be made, subject of course to the filing of the credentials later.

Action deferred until credentials arrive.

3. I beg to submit for your consideration at your next meeting the recommendation of Miss Helen M. Schaul for the position of Librarian, to succeed Miss Lelah Price, whose resignation was accepted at your last meeting. Miss Schaul's credentials have been sent for, but have not yet arrived. I suggest that her appointment be made, subject of course to the filing of the credentials later.

Held for further information.

4. Some time ago, I was requested by the secretary of the Board of Education to report as to the fees charged by our teacher of piano. I beg to say that the fee charged for piano instruction is \$1.00 a lesson. As this is the price that has been charged here for years and as Mrs. Bogue is undoubtedly the leading teacher of piano in Alva, I feel that great injustice would be done our school by any action of the Board which would lower the rate. This is especially true just now, when prices are tending upward instead of downward. I therefore recommend that, unless in your judgment, the fee of \$1.00 can safely be made uniform for all Normal Schools of the State, you permit Mrs. Bogue to continue charging \$1.00, as has been her custom during the past years.

Disapproved.

OKLAHOMA STATE HOME, PRYOR

Superintendent Neil B. Gardner, of the Oklahoma State Home, presented the following recommendation:

I desire to recommend to your Honorable Board that I be authorized to increase the salaries of State Agent, Bookkeeper, Stenographer, Commissary Clerk, Matrons, Teachers, Physicians, Nurse, Seamstress and Laundress ten per cent above their present salaries. This increase, beginning the first of this month-November-would amount to \$940.00, for the remainder of the fiscal year.

I now have a balance, in my salary account, of \$16,474.95. If your Honorable Board should authorize that 10 per cent increase, as recommended, with the present corps of employees, their total salaries would amount to \$13,446.64. Deducting this amount from the present balance of \$16,474.95, would leave a balance of \$3,028.31. However, I expect to put back on the payroll immediately a Night Fireman and Dairyman, at a salary of \$50.00 each, per month, which, for the remainder of the fiscal year, would amount to \$800.00, and this would still leave a balance of \$2,228.31, which you see would be ample to take care of any necessity for employing other teachers and matrons, which will likely become necessary on account of an increase in inmates during the winter.

I have withheld this recommendation until this time, in order to avoid any possibility of creating a deficiency in the salary account. You are aware of the fact that my employees have never had any increase in their salaries since the abnormal conditions have arisen on account of the war.

I further recommend that the increase be allowed with the absolute understanding that no deficiency be allowed to accrue in the salary account. I do not deem it necessary to attempt to bring before your minds the numerous reasons that justify me in making the above recommendations.

I am sure your Honorable Board will be pleased to learn that, in addition to making liberal contributions to the Red Cross, etc., the Superintendent and Employees of the Oklahoma State Home hold in war securities an amount equal to more than half of one year's appropriation for salaries. When the drive for W. S. S. was put on, the Oklahoma State Home pledges amounted to \$27.48 per capita for every man, woman and child in the institution. We challenge any town or city in the United States to show a better record.

The above recommendation was referred to Mr. Hill, as a special committee of one, and he was asked to investigate and report at the next meeting of the State Board of Education.

COLORED DEAF, BLIND AND ORPHANS HOME

J. R. Johnson, Superintendent of the Colored Deaf, Blind and Orphans Home, presented the following recommendation:

The Board of Education at its annual election fixed the salary of Chief Engineer at this Institution, (M. A. McConnell), at \$80.00 per month. He has refused to work for less than \$100.00 and I am using S. H. Russell, former employee, in that capacity until a capable man can be found. Now that cold weather is here, two men are indispensable at the power house.

The State Department of Vocational Education, after careful examination here, has decided to assist in the work of training these children in Farm Mechanics, Agriculture and such vocations as will make them more valuable as citizens after they leave this Institute. They offer to pay one half as much as the State will give for a capable man for this service. If the State will pay \$80.00, the Vocational Department will pay \$40.00, making the total salary \$120.00. I respectfully ask that the Board of Education authorize me to install a Department of Vocational training, assuring you that I will endeavor to secure the services of the best man obtainable and that the salary offered will be reasonable and subject to your confirmation. The Board is further advised that our appropriation of \$25,000.00, is the same as we have had during four years past and that is not enough.

Salaries here are so much less than in the public schools that it is impossible to obtain capable teachers except on the promise that increases will be given later.

During the past year, \$700.00, was taken from our revolving fund to make up appropriation deficiency in order that salaries could be paid the help and at that we had only seven months school term.

I earnestly beg that the Board recommend our appropriation be increased to at least \$30,000.00, annually.

We were blessed in the fact that we had no case of influenza during the late epidemic, but as there is no physician at Taft, I respectfully ask that I be given authority, when possible, to employ trained nurses as matrons, that in case of epidemic first aid remedies may be quickly given.

No action was taken. The matter was laid over until the next meeting of the State Board of Education.

Mrs. Clingen, representing the Human Interest Library, appeared before the State Board of Education and asked that this set of books be approved for sale in the State of Oklahoma.

Mr. Ralls made a motion that it be the policy of the State Board of Education not to approve any more books until the time for the next adoption. This motion was seconded by Mr. Sandlin and unanimously carried.

The Board adjourned until 2 o'clock, P. M.

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Afternoon Session, November 13, 1918.

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

SOUTHWESTERN STATE NORMAL SCHOOL

President J. B. Eakridge, of the Southwestern State Normal School presented the following recommendations.

1. Since much more work has fallen to Mrs. J. S. Crosby, by virtue of the leave of Dr. Batson, I recommend that Mrs. Crosby's salary be increased from \$1320.00, to \$1500.00, for the present year.

Approved.

2. Dr. W. H. Batson, Head of Training Schools and Professor of Education, has been called to the Army and he requests a leave of absence until he can return, which seems now not longer than for this present school year.

I recommend that he be granted a leave of absence for the present year.

Approved.

3. I recommend that Prof. J. R. Campbell be made temporary head of the Department of Education, and that his salary be raised from \$1650.00 to \$1800.00, for the present year.

Approved.

NORTHEASTERN STATE NORMAL SCHOOL

President G. W. Gable, of the Northeastern State Normal School, presented the following recommendations:

1. I am handing to you herewith resignation of A. M. Bumann. Mr. Bumann secured a better paying position in Texas and left the first of October.

Accepted.

2. Permit me to use Claude Keena, former student of our Normal, to fill the place of A. M. Bumann, resigned, until such time as we may be able to find a man to fill his place permanently.

Approved--Superintendent Wilson to approve salary.

3. The resignation of Miss Lizzie Bird, as Librarian was presented as follows:

I did not understand when I left school that you were expecting me to return for work next year. I did not know of this until your recent letter was received. Fifty dollars is not sufficient salary for work that has to be done in your library, so it will be impossible for me to accept work with you for next year.

Accepted.

4. I wish to recommend Miss Geraldine Allison for the position made vacant by the resignation of Miss Lizzie Bird, librarian. Miss Allison is a trained librarian and will render us excellent service until she finishes two or three subjects which she has to complete in the normal before she can secure her diploma. She may be had at the rate of \$60.00 per month. She puts in her entire time in the library with the exception of one period which is given over to recitation work.

Approved.

EAST CENTRAL STATE NORMAL SCHOOL

The following communication was received from President J. M. Gordon, of the East Central State Normal School. No action was taken.

My dear Mr. Wilson:

I believe you and the other members of the Board of Education will be interested to know something of the Government's attitude with reference to the unit of the Student Army Training Corps since the armistice has been signed and

the War seemingly brought to a close. The following telegram received this morning from Col. Rees, in answer to one I sent him yesterday, will explain this:

"S. A. T. C. units will continue military and academic work without interruption regardless of armistice. Plans have been prepared for the future of the S. A. T. C. under conditions brought about by armistice which will be sent you and college authorities as soon as authorized. Inform college authorities of this wire."

(Signed) Committee on Education--Rees.

I sent you, yesterday, an invitation from the Rice Institute together with a program to be rendered beginning November 25th. I have a feeling that that meeting will be exceedingly worth while and should like to attend it. I could leave there Wednesday afternoon and get back to the State Teachers' Association in Oklahoma. When you have time read the program carefully and see what you think about the advisability of my going.

OKLAHOMA SCHOOL FOR THE DEAF

Superintendent J. W. Blattner, of the Oklahoma School for the Deaf, submitted the following recommendation:

There is another matter that I wish to place before the Board for their consideration at their present meeting, that of the position of assistant engineer and electrician. This position you will find down on the roster allowed by the Board last summer at \$60.00, per month for six months. I employed a man by the name of Boland who was no more than a novice in this work. He stayed less than a month and on the strength of the training he got here, he was offered a position by the city at \$100.00, a month and left me. It is impossible to get such a man as we need for \$60.00 and hold him. I should like for the Board to make a maximum of \$75.00 per month and I shall secure a man for less than that, if I can.

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

Other recommendations of Mr. Blattner were read, but not being in due form, the Board asked the Secretary to return them to him for further consideration.

SOUTHEASTERN STATE NORMAL SCHOOL

A communication from President T. D. Brooks, of the Southeastern State Normal School, was presented as follows:

A misunderstanding exists between Mr. W. H. Echols and me, relative to the salary that he should receive for the coming year. The difference is entirely a friendly one, and it seems best simply to submit it to the Board for adjustment. I desire that you reach a decision based entirely on the facts and equity, and wish to waive in this instance any claim to your support of my presidential authority in so doing.

Mr. Echols has occupied the position of Assistant in Education and for 1917-18 received a salary of \$1400.00. He is a graduate of Columbia College, of Texas, but it has been held that the Board's regulation, that only graduates of standard colleges were eligible to positions in the State Normals as heads of Departments, barred him from such promotion. Last spring, he was re-elected as Assistant at a salary of \$1540.00, but he expressed an unwillingness to sign an acceptance at that salary. I did not understand that he reached a final decision to decline the position, but expressed a hope that a way might be found to make the position more attractive to him. Mr. Echols, however, states that he intended definitely to decline the position.

A little after the middle of July, Mr. Echols approached me, concerning the position of Head of the Department of Education and Director of the Training School, which was then open. I advised him that I had tendered the position to Mr. A. Linscheid, and would submit the recommendation to the Board in the immediate future. I thought at that time that Mr. Wilson's offer to recommend Mr. Dodson's appointment to the position of Secretary to the State Board of Education would likely be renewed in the event of Mr. Wilson's renomination, and that the work of the Registrar here would need new disposition. I told Mr. Echols that it had occurred to me that his appointment as Registrar and Assistant in Education would free him from the difficulty attaching to his promotion to the Headship of a Department, and would put him on a parity with the other men of the institution, and that it was my expectation to make him that offer.

He then asked if Mr. Dodson's present salary was not greater than that paid the Heads of Departments, other than that of Education, and I replied that Mr. Dodson's salary for 1918-19 had been fixed at \$1760.00, but that the difference between his salary and that of his associates had existed since his connection with the faculty, at which time he had been vice-president of the institution. Mr. Echols asked if the salary, in the event of his appointment, might not be the same as that fixed for Mr. Dodson. I replied that his salary would not be less than that paid the heads of departments, \$1650.00, but that I did not know whether the larger salary could obtain, that the Board no longer approved of the election of vice-presidents. This conversation occurred on the street, and reached no more definite conclusion than indicated.

On the day of the primary, August 6th., I left with my wife for the Mayo Clinic, at Rochester, Minnesota. I allowed the secretary a vacation, beginning before my return and arranged with Mr. Echols to open the mail coming to the Institution two or three times a week and to mail a form letter, previously prepared, to inquiries and requests for catalogs. This he did.

On my return from Minnesota, I became immediately engaged in the campaign for the establishment and recruiting of a unit of the Students' Army Training Corps. Without further conference, I gave Mr. Echols direction concerning the work of the registrar, which he has since been performing, and submitted my recent recommendation to the Board.

The question of salary has not been discussed between us further until within the last few days, when the matter of the September payroll has brought it up.

Mr. Echols feels that in the absence of a definite agreement of the question of salary, he was warranted in expecting the same salary that Mr. Dodson would have received, that on that expectation he has rendered services, which he understands to be proper to the new position for nearly sixty days, that he feels that his pride would make him unwilling to accept the position at a smaller salary than has been formerly fixed for it, and that the fact that the election in accordance with my recommendation is a promotion in rank and salary over his former position creates no presumption, since he had declined to accept that former position.

My feeling is that our talk on the street concerning salary, in which it was understood that the salary would not be less than \$1650.00, and the possibility of a larger salary merely discussed, did not so warrant the expectation of the larger salary as to relieve Mr. Echols from the responsibility of asking a more definite statement of terms before assuming his new duties, if he were unwilling to accept the position at the salary now fixed.

My decision to recommend that Mr. Echols be elected as Registrar and Assistant in Education was prompted by my desire to have him given a merited promotion and put on parity in rank and salary with the other men of the institution, and to free him from the difficulty occasioned him by the regulation of the Board requiring degrees from standard colleges as a qualification for heads of departments.

I have not felt that in so doing he should be placed above, either in rank or salary, the several heads of departments, most of whom have been connected with the institution for a longer time than he. If the position were made more attractive either in rank or salary than those held by these men, I could not properly fail to give consideration to their fitness for and desire of the position, which probably would have prevented my accomplishing my purpose for Mr. Echols.

The fact that Mr. Dodson's salary was in excess of that of the other heads of academic departments, I have thought was explained by the salary originally allowed him upon his accepting a place in the Normal. I have not therefore felt that to tender the position to another man at a lower salary was in any way an indication that I held him in less esteem.

Mr. Echols and I agree that one of at least three decisions may be made:

First, that the salary should be \$1760.00, as fixed in the case of Mr. Dodson, instead of \$1650.00, as fixed by action on my recommendation.

Second, that in the failure of a definite understanding to the contrary, the salary should be \$1760.00 for 1918-19, thereafter to be the same allowed the heads of the academic departments.

Third, that the salary and rank determined by action on my recommendation is correct and should remain as fixed. Still some other bases may present itself to you.

There will be enclosed with this a letter from Mr. Echols, joining in the request for your decision in this case. Your decision will, naturally, be final, but beyond that it will be accepted in good faith and spirit by both of us.

Requesting your action on this at your next meeting, I am,

Very respectfully,

(Signed) T. D. Brooks.

The third proposition made by President Brooks was approved by the Board.

President Brooks presented the following communication from Hon. W. F. Doughty, State Superintendent of Public Instruction of Texas:

President T. D. Brooks,
Southeastern State Normal School,
Durant, Oklahoma.

Dear Sir:

The State Board of Examiners presented to me today the following recommendation:

The application, dated February 8, 1917, of the Southeastern State Normal School, at Durant, Oklahoma, for recognition as an approved normal school in Texas has been reconsidered and we now recommend its approval to the State Superintendent of Public Instruction.

(Signed) State Board of Examiners.

I have approved this recommendation and am now glad to inform you that your normal school has been placed on the list of approved normal schools in Texas. You are at liberty to inform any of your graduates of this action on my part.

Sincerely,

W. F. Doughty,
State Superintendent.

This communication was very gratifying to the State Board of Education.

The following recommendation from President Brooks was presented:

The attached payroll has allowed salary to J. H. Green, as janitor and to L. F. Johnson, as engineer and campus man, at the rate of \$75.00 per month. I have re-allotted the work of these men and am attempting to eliminate the employment of an additional man to serve as engineer during the six months of the year from October 1st to May 1st., as has been heretofore. This will explain the change in in the salary rates of these men.

Approved.

MISCELLANEOUS

A communication from Emil R. Kraettli, referring to the matter of the records for the School of Mines, at Wilburton, was read and the Secretary was instructed to communicate with Leslie T. Huffman and ascertain as to whether or not the records of this institution could be found.

President T. D. Brooks, of the Southeastern State Normal School, presented a form for the financial report which the presidents of the State institutions are asked to make monthly. The following form was suggested by him:

FINANCIAL REPORT

I. Salary Accounts:

1. Total of appropriations.....\$
2. Total of salary claims approved.....\$
3. Reserve on Appropriations.....\$
4. Contracted salaries still to accrue..\$
5. Available balance.....\$

II. Maintenance Accounts:

1. Total of Appropriations.....\$
2. Total of maintenance claims approved.\$
3. Reserve on Appropriations.....\$
4. Total of contracts (orders) on which claims have not been approved.....\$
5. Available balance.....\$

III. Summer School Accounts:

1. Total of Appropriations.....\$
2. Total of claims approved.....\$
3. Reserve on Appropriations.....\$
4. Contracted summer school salaries still to accrue.....\$
5. Total of contracts (orders) on which claims have not been approved.....\$
6. Available balance.....\$

The Board approved this form as the financial part of the monthly report, the other portion of the report to remain in the present form.

A communication from W. W. Earnest, asking the Board to approve a pamphlet, called "A War Catechism" was read but no action was taken on the part of the Board.

A communication was read from Sybil L. Hammond, Langston, and the Secretary was asked to refer this letter to J. M. Marquess, President of the C. A. & N. University.

A requisition drawn by President J. M. Marquess of the C. A. & N. University, asking the State Board of Education to authorize him to spend \$475.00, during the month of October and which had been held up by the Secretary of the Board, was referred to President Marquess with the instruction that he accompany this requisition with the receipts for the money which he claims to have paid out.

A claim from the University of Oklahoma for the amount of \$500.00, to be used in paying wages for certain work done in connection with the correspondence study, which has been held by the Secretary of the Board, for further information, was read and no action taken by the Board.

Superintendent E. H. Wilson then brought up the question of conscientious objectors to signing the Teachers' Oath of Office. A few letters were read and the matter was explained. Rev. Brewer made the motion that the matter of these objectors be referred to their respective superintendents with the instruction that these people be required to sign this oath as it was originally sent to them or quit the teaching profession. The motion was seconded by Mr. Sandlin and unanimously adopted.

The matter of the School Methods Company's dealings with certain teachers in Caddo County was then brought to the attention of the State Board of Education and the letters which had passed between their representative, Mr. F. J. Mackey, and the Secretary of the Board were read and the whole matter was reviewed by the Board. On motion of Mr. Sandlin, seconded by Mr. Ralls, the Secretary was instructed to write to this Company for the attention of Mr. Mackey, notifying him of the passage of the following motion:

Moved by Mr. Sandlin, seconded by Mr. Ralls, that Mr. F. J. Mackey, representing the School Methods Company, be notified to appear before the State Board of Education on the 4th day of December, 1918, to show cause, if any, it has why the Board's approval of the Public School Methods sold by this Company should not be withdrawn, revoked and set aside.

This motion was unanimously carried by the State Board of Education.

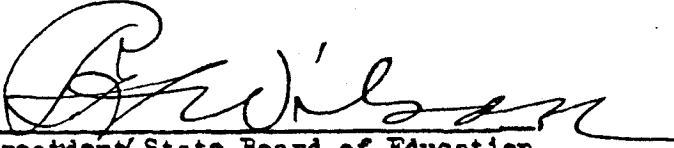
The matter of affidavits and various testimonials regarding the case of Mr. C. H. Simpson was then brought to the attention of the State Board of Education and the matter was laid over until the next meeting for further consideration, no action being taken.

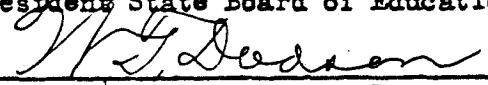
A statement was read from Mr. W. T. Ford, making a proposition relative to some lots, at Edmond, Oklahoma.

On motion of Mr. Ralls, seconded by Mr. Hill, the matter was referred to President J. W. Graves, of Edmond, for further recommendation to the Board in this matter.

The Board then discussed briefly the matter of budgets from the various state institutions and on motion of Mr. Sandlin, seconded by Mr. Ralls, the President was asked to appoint a committee of three with himself as chairman, whose duty it should be to consider the budgets submitted by the presidents of the various institutions and report to the Board at its next meeting, December 4th., 1918. This motion carried and Mr. Wilson appointed Mr. Sandlin and Mr. Hill as the other two members of the committee. This committee decided to meet on November 25th., at which time they will investigate the budgets submitted and be ready to report at the meeting of the State Board of Education, on December 4th. The Secretary was asked to write the various presidents of the institutions and ask that they submit these budgets at their earliest possible convenience and to send four copies in each case, in order that each member of the committee might have a copy for reference.

The Board adjourned to meet December 4th., 1918.


President State Board of Education


Secretary State Board of Education.