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1914

## Proceedings of the Board of Education of the State of Illinois, 1914

Illinois State Board of Education

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**PROCEEDINGS**

**OF THE**

**BOARD OF EDUCATION**

**OF THE**

**STATE OF ILLINOIS**

**At a Regular Annual Meeting Held at Normal  
June 3, 1914**



SCHNEPP & BARNES, STATE PRINTERS  
SPRINGFIELD, ILL.

1914

## BOARD OF EDUCATION OF THE STATE OF ILLINOIS.

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### OFFICERS AND MEMBERS.

CHARLES L. CAPEN, *President*, Bloomington.  
F. G. BLAIR, *ex officio member and Secretary*, Springfield.  
E. R. E. KIMBROUGH, Danville.  
J. STANLEY BROWN, Joliet.  
F. B. STITT, El Paso.  
C. W. MUNDELL, Benton.  
WILLIAM P. WALL, Staunton.  
A. R. SMITH, Quincy.  
SILAS ECHOLS, Mt. Vernon.  
ADRIAN M. DOOLIN, Chicago.  
JOHN J. AMSLER, East Peoria.  
HENRY HOFF, Germantown.  
JOHN L. BRUMMERSTEDT, Altamont.  
GEORGE W. HUGHES, Hume.  
HENRY OAKES, Bluffs.

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### STANDING COMMITTEES.

*Auditing and Finance,*  
WALL, BRUMMERSTEDT, SMITH.

*Building and Grounds,*  
STITT, HUGHES, AMSLER.

*Course of Instruction,*  
ECHOLS, MUNDELL, SMITH.

*Teachers and Salaries,*  
BROWN, BLAIR, DOOLIN.

*Practice Department,*  
DOOLIN, ECHOLS, OAKES.

*Library and Museum,*  
KIMBROUGH, HOFF, OAKES.

*Agricultural Department,*  
HUGHES, HOFF, MUNDELL.



## ORDER OF BUSINESS.

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1. Reading, amending and adopting minutes.
  2. Election of officers.
  3. Report of President of Normal University.
  4. Treasurer's report.
  5. Report of special committees.
  6. Report of standing committees, in order.
  7. Communications.
  8. Motions and resolutions.
  9. Unfinished business.
  10. General business.
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## THE CALENDAR.

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### Summer Session, 1914:

- Monday, June 8—First term begins.
- Monday, July 20—Second term begins.
- Wednesday, August 26—Second term ends.

### Fall Term, 1914:

- Monday, September 7—Opening of Elementary Training School.
- Monday, September 14—Fall term begins.
- Friday, December 4—Fall term ends.

### Winter Term, 1914-15:

- Monday, December 7—Winter term begins.
- Wednesday, December 16—Semi-annual meeting of Board of Education.
- Friday, December 18—Vacation of two weeks.
- Monday, January 4, 1915—Winter term resumes.
- Thursday, February 18—Founders' Day Celebration.
- Saturday, March 6—Annual contest in oratory.
- Friday, March 12—End of winter term.
- Vacation of nine days.

### Spring Term, 1915:

- Monday, March 22—Spring term begins.
- Monday, May 3—Mid-Spring term of six weeks begins.
- Wednesday, June 9—Annual meeting of Board of Education.
- Thursday, June 10—Annual commencement exercises.

### Summer Session, 1915:

- Monday, June 14—First Summer term begins.
- Monday, July 26—Second Summer term begins.
- Wednesday, September 2—Second Summer term ends.
- Monday, September 13—Beginning of Fall term 1915-16.



**PROCEEDINGS OF THE BOARD OF EDUCATION OF THE  
STATE OF ILLINOIS.**

REGULAR ANNUAL MEETING.

NORMAL, ILL., *June 3, 1914.*

The Board of Education met in the office of the president of the Normal University at 9:00 a. m.

Present: Amsler, Blair, Brown, Brummerstedt, Capen, Doolin, Echols, Hoff, Oakes, Smith, Stitt, Wall.

The minutes of the meeting of December 17, 1913, were approved as printed.

The president of the University presented the following annual report and the various items were referred to the various committees:

PRESIDENT'S REPORT.

*To the Board of Education of the State of Illinois:*

MR. PRESIDENT AND MEMBERS OF THE BOARD: I have the honor to submit the following report of the work of the Illinois State Normal University for the six months ending June 4, 1914.

The attendance in the normal department and high school since your last meeting is as follows:

	Winter.	Spring.
Normal Department.		
Men .....	146	139
Women .....	434	485
		<u>624</u>
University High School.		
Boys .....	102	92
Girls .....	100	98
Total .....	<u>782</u>	<u>814</u>

The attendance is 6 less in the winter, and 114 greater in the spring than in the corresponding terms last year.

New students were admitted to the normal department during the term as follows:

	Winter.	Spring.
Men .....	19	25
Women .....	37	75
Total .....	<u>56</u>	<u>100</u>
The corresponding totals last year were.....	74	32



The following table exhibits the attendance for the past nine months and for the past twelve months compared with the corresponding totals of the preceding year:

	1913-14.	Gain.	per cent.
Total attendance—fall, winter and spring terms...	1,513	.....	10
Attendance in the Teachers' College.....	60	22	58
Attendance in Normal School.....	721	12	2
Attendance in the University High School.....	217	36	20
Attendance in the Elementary Training School.....	515	62	14
Total attendance for the twelve months.....	3,123	101	3
In the Normal School and Teachers' College...	2,391	3	.....
In the Summer School.....	1,800	41	2

## ATTENDANCE BY COUNTIES.

Adams .....	29	Henry .....	18	Perry .....	1
Alexander .....	3	Iroquois .....	49	Piatt .....	58
Bond .....	4	Jackson .....	6	Pike .....	41
Boone .....	1	Jasper .....	10	Pope .....	10
Brown .....	20	Jefferson .....	3	Pulaski .....	3
Bureau .....	33	Jersey .....	8	Putnam .....	10
Calhoun .....	14	JoDaviess .....	2	Randolph .....	4
Carroll .....	4	Kane .....	3	Richland .....	32
Cass .....	14	Kankakee .....	28	Rock Island.....	7
Champaign .....	40	Knox .....	13	Saline .....	4
Christian .....	39	Lake .....	11	Sangamon .....	79
Clark .....	1	LaSalle .....	30	Schuyler .....	5
Clay .....	3	Lawrence .....	49	Scott .....	9
Clinton .....	16	Lee .....	8	Shelby .....	5
Coles .....	3	Livingston .....	58	Stark .....	8
Cook .....	8	Logan .....	40	St. Clair.....	51
Crawford .....	5	Macon .....	62	Stephenson .....	11
Cumberland .....	6	Macoupin .....	110	Tazewell .....	71
DeWitt .....	53	Madison .....	48	Union .....	1
Douglas .....	8	Marion .....	35	Vermilion .....	60
Edgar .....	11	Marshall .....	41	Wabash .....	13
Edwards .....	3	Mason .....	21	Warren .....	7
Effingham .....	8	Massac .....	1	Washington .....	4
Fayette .....	6	McDonough .....	1	Wayne .....	12
Ford .....	58	McHenry .....	1	White .....	4
Franklin .....	6	McLean .....	423	Whiteside .....	4
Fulton .....	11	Menard .....	14	Will .....	19
Gallatin .....	5	Monroe .....	2	Williamson .....	2
Greene .....	27	Montgomery .....	19	Woodford .....	84
Grundy .....	35	Morgan .....	27	21 other states.....	35
Hamilton .....	5	Moultrie .....	7		
Hancock .....	8	Ogle .....	2	Total .....	2,391
Henderson .....	4	Peoria .....	97		

Ninety-five Illinois counties and 21 other states were represented.

The following 154 persons are recommended by the faculty for graduation:

Ten from the Teachers' College:

Bostick, Daisy June	Fritter, Mary Estella
Crewes, Frances	Lathrop, Harry
Felmley, Mildred Helen	Lightbody, Howard D.
Freeman, Edward S.	Petty, DeWitt Talmage
Fritter, Enoch Marion	Staker, Moses Roy

Twenty-seven from the Junior Teachers' College:

Adams, Walter Scott	Baker, Simon Peyton
Austin, Ralph	Brand, Marjorie

## Graduates from Junior Teachers' College—Concluded.

Buzzard, Robert Guy	Ross, Mildred
Clippert, Edith Virginia	Schneider, Gussie Pauline
Cohenour, Ethel Almira	Sheets, Caony Frenzy
Collins, Grace	Smith, Charles Wilson
Garrett, Ralph Elwood	Smith, Mary Emily
Holmes, Grover Edward	Smith, Willard Carl
Huxtable, Mamie Gertrude	Stevens, Martha Ellen
Kuse, Mabel Violet	Stewart, Mary Louise
Mitchell, Zulieka Pearl	Tammen, Thomas Peter
Mutchmann, Magdalene E.	White, Lois Mabel
Peadro, Bernice F.	Whiteman, Mary Clare
Reynolds, Ora Edgar	

## Fifteen from the Two-Year Upper Grade Program:

Bahnsen, Martha Louise	Holmes, Ruth Jeanette
Barnard, Margaret Ethel	Mitchell, Beulah Vernon
Barr, Catherine Margaret	Mueller, Viola
Bateman, Martha	Murray, Alice Cecilia
Bear, Mae Adora	Rademacher, Lydia Barbara
Bear, Maple Alice	Twomey, Margie
Daugherty, Charlotte Olive	Walkup, Eunice Earle
Gottschalk, Louise	

## Ten from the Two-Year Primary Program:

Albright, Ethel Isabelle	Johnson, Pearl
Anderson, Rosalie Anna	Kenney, Margaret Catherine
Cooney, Lucille	Lutz, Edna Marcella
Doyle, Bertha Burbridge	Schaeffer, Idella Jeannette
Hennessy, Lillian Marguerite	Skinner, Isa

## One from the Two-Year Music Program:

Swarm, Geraldine

## Eight from the Regular Two-Year Program:

Davis, Roberta Lee	Starkes, Ardella
Fuller, Lucius King	Swarm, Paula
Groves, Mabel	White, Harvey Trimble
Pollock, Mae Etta	Wysong, Coleman G

## Fourteen from the Three-Year Program:

Baker, Louvena L.	Lancaster, Thomas Jesse
Blevins, Olive May	Lightbody, Ernest
Brandenburger, Julius Philip	Livingston, Samuel William
Downs, Mrs. Nellye M.	Loehr, Margaret Edelia
Dowty, Edith M.	Mayo, Gertrude
Harr, Thomas Leonodus	Thomas, Grace
Lake, Edna Genevieve	Wirth, Fremont Philip

## Thirteen from the Four-Year Program:

Arseneau, Stanislas	Little, Alice Edith
Brian, Gladys Irene	Petty, Alvin French
Cooper, Christopher Leonard	Pond, Frances Alice
Farrell, Arthur Eugene	Reeves, Bert
Gibbs, Ella Beatrice	Walden, Oliver Carl
Harrison, Kate	Whisnant, Boyd Ernest
Lambird, Clifford David	

## One from the Special Program of Art and Design:

Keys, Eda Irma

## Four from the Special Program in Manual Training:

Nutty, Carl Arthur	Wheeler, Emmett Franklin
Scout, Sam C.	Wirth, Erwin D.

## Four from the Special Program in Household Art:

Cooper, Flossie Fay	Pumphrey, Eunice Wells
Henry, Jean Marion	White, Irma Dell

## Nine from the Special Program in Household Science:

Carroll, Mae	Huff, Melinda
Catterlin, Elsie Mae	Middleton, Clare Frances
Davis, Abigail Ruth	Renshaw, Elizabeth
Dean, Ella Ross	Salmon, Anna
Duvall, Fae	

## Four from the Special Three-Year Program in Home Economics:

Boundy, Lottie Viola	Reeder, Sally Mary
Hart, Elizabeth Sweet	Sullivan, Mary Frances

## Five from the Special Program in Kindergarten Training:

Boulware, Lois Irene	Quinn, Alice M.
Cherry, Clara Millicent	Stevenson, Mary Adeline
Hedge, Florence Josephine	

## Four from the Two-Year Agriculture Program:

Clinebell, Howard John	Van Petten, Harold E.
Kimmel, Levett	Zehren, Karl Chester

## Twenty-five from the University High School:

Blair, Hazel Oneta	Johnson, Esther Louise
Brand, Dorothy Mildred	Johnson, Marian March
Brusch, Anna Sarah	Little, Joseph Allen
Carrithers, Henry Havens	Little, Charles Leslie
Courtright, Russell A.	McMurry, Willis
Cox, Carroll Downey	Macy, Cecil Wengert
Felmley, John Benjamin	Manchester, Miriam Flora
Gasaway, Alice Elizabeth	Martin, Paul Howard
Gildersleeve, Gladys Rowena	Mikel, Eleanore Emeline
Grubb, Robert Willis	Sadler, Orella Lewis
Harrison, Phil Tecumseh	Wilson, Lyndon Rutledge
Holmes, Parker Manfred	Young, Marjory M.
Howard, William Nelson	

It is recommended that certificates for the completion of the short courses in the country-school department be awarded to the following twenty-nine persons:

Anderson, Stella	Klein, Emma Caroline
Caldwell, Anna Jane	McDonald, Ina
Carberry, Margaret	McIntyre, Viva Cecil
Conner, Elizabeth	Mammen, Marie
Cook, Beulah Cecil	Manus, Dora
Custer, Hazel M.	Pannier, Augusta
Fleckenstein, Charles A.	Plankenhorn, Gladys Mae
Gathman, Lizzie May	Scott, Jennie May
Grant, Hilda Marie	Shirck, Florence M.
Hammel, Lottie	Speaker, William Arthur
Harper, Minnietta	Sprague, Alberta
Hertel, Louis	Tomlin, Maude L.
Holley, Esther	Youngblood, Mabel C.
Jurdensen, Alice Millicent	Zimmerman, Elsie F.
Jurdensen, Ena May	

## THE SUMMER SESSION.

We expect the attendance at the summer session to equal that of the past two years. We have added teachers of art and of education where classes were very large in 1913. Misses Jessie Lummis, Jessie Dillon, Margaret Lee, Mabel Cummings, Marie Clendenin and Emma Ghering of the regular faculty

will not teach during the summer. Thirty-eight additional teachers have been engaged as follows, each for six weeks of service:

Eula Atkinson, Montgomery, Ala., Education.....	\$200
Florence Bullock, A. B., New York, History and Civics.....	200
Antonio Cirino, Providence, R. I., Art.....	225
Florence Allen Crocker, A. B., LaSalle, Literature.....	200
Hatty Rosella Dahlberg, New York, Household Science.....	225
Anthouette Durant, A. B., Platteville, Wis., Grammar.....	200
Henry Hugh Edmunds, Clinton, Mathematics.....	200
Carlton Durward Garlough, A. M., Jerseyville, Mathematics.....	200
Myrtle Grace Gentry, Kansas, Grammar.....	200
Leonide Girault, St. Louis, Mo., Primary Instruction.....	200
Helen McCord Hampson, A. B., Faribault, Minn., Literature.....	200
Daniel Hannon, Oak Park, Arithmetic.....	200
William Hawkes, A. B., Litchfield, Arithmetic.....	200
Katherine Healy, A. M., Ft. Dodge, Iowa, Latin.....	200
Harold Francis James, Birmingham, Ala., Art.....	180
Guna C. Kelley, Clinton, Music.....	150
Frances Russell Lindsay, Chicago, Elementary Design.....	175
Myrta Lisle McClellan, B. S., Los Angeles, Calif., Geography.....	200
William Wright McCulloch, Pontiac, Arithmetic.....	200
Ruth Ellen Moore, A. B., Bloomington, Grammar.....	200
Grace Arlington Owen, A. M., New York, Reading.....	200
Harry Ambrose Perrin, Lincoln, Education.....	200
Maud S. Robinson, Peoria, Physical Training.....	200
John Lee Scott, A. B., Springfield, History and Civics.....	200
Ruth Virginia Simpson, Menomonie, Wis., Household Economics.....	200
James Henry Smith, Lexington, Physics.....	200
John Elbert Stout, Ph. M., Mt. Vernon, Iowa, Education.....	250
John Arthur Strong, B. E., Oak Park, Civics.....	225
George Sype, A. M., Austin, Physics.....	200
Joseph Edward Teder, Ph. B., Chicago, Mathematics.....	200
Ruth Upham, Aurora, Art.....	225
Harley Jones Van Cleve, A. M., Urbana, Biology.....	200
Laura Van Pappelendam, Chicago, Elementary Design.....	250
Harry Dwight Waggoner, A. B., Urbana, Zoology and Physiology.....	200
Isaac Newton Warner, B. S., Platteville, Wis., Mathematics.....	225
John Hamilton Whitten, A. B., Zoology and Botany.....	200
Susan Elma Wilcox, A. B., Springfield, Literature.....	200
Bristol Emerson Wing, LaSalle, Manual Training.....	200

#### THE MID-SPRING TERM.

The new students enrolled in the mid-spring term, for which we offered eight special courses to begin April 27, number 64. No courses were offered in the natural sciences, yet the correspondence indicated that the greatest demand is in this field.

It is recommended that a similar term be arranged for, to begin May 3, 1915, and that the Committee on Teachers and Salaries be empowered to employ not to exceed five additional teachers to instruct classes in this term if it be thought advisable.

The enrollment of pupils in the training school within the past twelve months is as follows, no pupil counted twice:

Grade.	Enrollment 1913-14.	
	Boys.	Girls.
Kindergarten.....	36	47
First Grade.....	35	33
Second Grade.....	36	32
Third Grade.....	30	21
Fourth Grade.....	23	20
Fifth Grade.....	25	18
Sixth Grade.....	27	29
Seventh Grade.....	30	20
Eighth Grade.....	30	23
Total in Grades.....	272	243

This includes some who were enrolled in the summer term, others of our transient population, who have gone elsewhere. The actual number belonging on May 7, 1914, was as follows:

Grade.	Enrollment May 7, 1914.	
	Boys.	Girls.
Kindergarten.....	28	34
First Grade.....	24	22
Second Grade.....	19	22

## Enrollment—Concluded.

Grade.	Enrollment May 7, 1914.	
	Boys.	Girls.
Third Grade.....	27	18
Fourth Grade.....	23	19
Fifth Grade.....	23	15
Sixth Grade.....	20	24
Seventh Grade.....	21	16
Eighth Grade.....	18	19
Total in Grades.....	203	189

The number of student teachers in the Elementary Training School has averaged about 100 per term.

## THE UNIVERSITY HIGH SCHOOL.

The enrollment in the University High School for the year is as follows:

	Boys.	Girls.	Total.
Graduates .....	11	14	25
Juniors .....	30	27	57
Sophomores .....	33	33	66
Freshmen .....	34	35	69
Total .....	108	109	217

The attendance during the fall and winter averaged 200, in the spring it has fallen to 186.

It is recommended that there be added to the four programs of study now offered in the University High School, a fifth, to be known as the Commercial Course. In this program about one-third of the student's time should be devoted to Commercial Arithmetic, Commercial Geography, Commercial Law, Business Correspondence, Book Keeping, Advertising, Salesmanship, Stenography and Typewriting. The rest of the program should be made up of such studies in Science, Literature, English, History, Drawing, Music, etc., as should find a place in the curriculum of every high school student.

## THE COUNTRY-SCHOOL DEPARTMENT.

Miss Mabel Carney, who for the past three years has been the very efficient head of the Country-School Department, has accepted a position as Supervisor of Training Departments for Country Teachers in the High Schools of Minnesota. Her new field of labor will afford her not only a much larger remuneration than she has obtained in this institution, but a much better field for her extraordinary powers as a public speaker in the cause of a better rural life.

The alteration proposed in our course of study will increase the number of students in the Country-School Department and will diminish somewhat the amount of time that may be devoted by the head of this department to field work.

The cooperative relation maintained between this institution and the Walker School south of Bloomington has been of great value to the students in the Country-School Department, and, we believe, also of some value to the Walker School.

We recommend, however, that, for the coming year, this relation be suspended and that no appropriation be made for the salary of the teacher in that school.

## THE ILLINOIS SCHOOL SURVEY.

The Illinois State Teachers' Association, in cooperation with the Superintendent of Public Instruction, and several educational institutions in the state, has planned a survey of the school system of the state to be carried on under the directorship of Professor L. D. Coffman of the University of Illinois, now secretary of the State Teachers' Association.

It is recommended that the new director of the Country-School Department be authorized to spend his entire time during the fall term under the joint direction of the Director of the Survey and the president of the Normal University in visiting country schools, he to receive his regular salary while

engaged in this work. It is also recommended that his expenses shall be paid by this institution unless they are, in whole or in part, provided for by other funds under the control of the committee in charge of the survey.

#### THE NEW COMMERCIAL DEPARTMENT.

As elsewhere reported, the fitting up of the old library department into the commercial department is under way. It will be necessary to purchase furniture, typewriters, and other supplies for the department. It is recommended that your Committee on Buildings and Grounds be authorized to make the necessary expenditure.

The course of study, proposed for this department, includes accounting, stenography and typewriting, penmanship and business correspondence, office methods and appliances, commercial arithmetic, commercial law, salesmanship and advertising, commercial geography and economics, psychology, pedagogy and practice teaching.

#### COURSE OF STUDY.

The faculty has made a revision of the course of study, which it submits to you for consideration and approval. It abolishes the four-year and five-year normal-school programs heretofore offered to students having two years or less of high-school preparation, and will give to such students hereafter their option of taking the special programs offered to those who expect to teach in country schools, or a preparatory program consisting of the elementary high-school branches. In this program a term's work in more than half the subjects will contain about fifty per cent more matter than corresponding courses as taught in ordinary high schools. It is believed that students who are sixteen or seventeen years old when they begin upon this work, who are away from home, can accomplish the equivalent of the ordinary high-school course in three years.

The regular programs of study are:

- A. A two-year program (26 credits) to prepare teachers of upper grades.
- B. A two-year program for teachers of lower grades.
- C. A two-year Kindergarten-primary program for teachers of the Kindergarten and of the first two primary grades.

D-J. Two-year programs to prepare special teachers of Manual Training, Agriculture, Domestic Science, Household Art, Music, Art and Design, and Commercial subjects.

K. A four-year Teachers' College program to prepare high-school teachers, principals, supervisors, and superintendents.

Graduates of four-year high-school courses, having the specific preparation set forth on page 17, and other students of equal preparation are admitted to the foregoing programs without condition.

Graduates of four-year courses in non-accredited high schools are admitted on the same terms and may continue through their program so long as they make an average standing of not less than 75 per cent. If their standing falls below this average they must arrange with the President or Dean for additional work where needed.

Mature students whose preparation falls below four years of high-school work and who wish to enter upon the foregoing programs may arrange with the President or Dean to take from the preparatory program (program P on page 14) such courses as are needed to complete the entrance requirements.

L. A three-year normal-school program for graduates of three-year high schools and others of equivalent preparation who propose to teach in the elementary school.

M. A one-year program for students who have completed the tenth grade and wish to engage in teaching country schools after a year's study.

N. A similar two-year program for graduates of the eighth grade. Students who complete M or N are recommended for third-grade teachers' certificates under the new certificating law.

O. A three-year program to follow M or N for students who wish to secure the normal-school diploma. Students without full high-school prep-

aration who expect to graduate before teaching should take Program L or Program P, followed by one of the special Programs A-K.

Holders of first-grade certificates originally granted before July 1, 1914, if without full high-school preparation, may enter upon Program L. They may, however, be required to take additional courses in English, History, or other branches, according to the deficiency of their high-school preparation.

Holders of second-grade teachers' certificates, who have taught two years, may enter upon Program L on the same terms.

Other holders of second-grade certificates and holders of third-grade certificates who have taught one year may be admitted to Section M or Section P.

Students are designated by the program they are pursuing as belonging to Section C, Section D, etc. The year in the program in which most of their work lies is designated by an exponent as A<sup>1</sup>, A<sup>2</sup>, etc.

#### P. THE PREPARATORY PROGRAM.

The preparatory program is intended for students old enough to enter the normal school, who, because of their maturity and diligence, are able to complete the equivalent of a high-school course in less than four school years.

It is not intended for students who expect to engage in teaching after one or two years' attendance in the normal school. Such students should take Programs M or N.

It is intended for mature students who wish to take the special programs A to K but lack the high-school preparation required.

Experienced teachers who wish to begin at once upon any of the Programs A to K may arrange with the President or Dean to select part of their work from the preparatory program, part of it from the special program.

Preparatory credit is reckoned in units, a unit being the equivalent of 36 weeks of high-school work with daily recitations requiring preparation. The numerals after the various term course indicate the fraction of a unit covered by the term's work.

The starred courses are elective. Each student is required to take one starred subject each term in addition to the required subjects at the top of the list.

Public speaking is required daily for one term, weekly throughout the entire program. The total credit is one unit.

Students of the required age who have completed the eighth grade and have had no high-school work must complete 16 units of preparatory work. Students who have completed a partial high-school course may, in consultation with the President or Dean, select from the preparatory program the units to be taken to complete the 16.

Holders of first-grade teachers' certificates originally granted before July 1, 1914, may make similar arrangements for the completion of the preparatory program.

Holders of second-grade teachers' certificates without high-school work to their credit may shorten this program by passing an examination in such subjects as they are prepared to pass.

#### BUILDINGS AND GROUNDS.

To care for our grounds and give instruction in horticulture we have secured the services of Mr. Thomas Billings, a competent florist and gardener.

Mr. Billings is a native of England and learned the practical duties of his profession in that country. At the age of twenty he came to America. He served two years as florist in Canada, four years in Purdue University as assistant in plant culture to the Botanical Department, two years in the Missouri Botanical Garden.

Mr. Billings has entered upon his work with intelligence and zeal, and we believe he will render very acceptable service.

Since your last meeting concrete walks have been built along the north and east sides of the Thomas Metcalf Building and along the streets of the

grounds at a total cost of \$960. The grading is nearly completed. The large area affected by the grading operations will be seeded in August.

In order to preserve the large Norway maple at the southeast corner of the Thomas Metcalf Building, we have built a concrete ring thirty feet in diameter around the tree. This will serve as a seat and the interior depression will preserve the roots from smothering.

The conversion of the old training school into a library building has been completed with the exception of the basement, where some work upon the walls is still to be done. New wall cases, tables, chairs, and other furniture have been bought, cork carpet and rubber treads have been put down in the hallways and reading room, the water meter has been brought into the basement of this building and a standpipe and fire hose on each floor has been installed.

The roof, guttering, and exterior woodwork has been repaired and painted. The interior changes have been made according to the plan previously adopted by the Board. The steel bookstack installed in the southwest corner contains 4,860 linear feet of shelving with a capacity for approximately 50,000 volumes.

The total cost of all these items to date is \$13,500, of which \$12,000 was covered by the special appropriation of the legislature.

The conversion of the old library into quarters for the commercial department has already been begun. Mr. R. M. Huffington has agreed to build the required partitions to divide the old library into school rooms for the commercial department for the sum of \$235.

#### THE FARM.

Mr. V. D. Brickey of Roodhouse, whose employment as farm manager was reported at your last meeting, began his duties on March 1. Our farm operations this spring thus far have been very successful and the greater part of the farm has been planted in oats and corn, all of which is in fine growing condition.

We shall find it necessary, during the coming months, to put a good deal of extra labor on the place in removing trees and stumps left on the property by the nursery company that formerly leased it, and to clean up the old fence rows and to restore a productive soil in the roadways and gullies that careless farming had developed.

Our farm house is now completed at a cost of \$7,660. This includes window screens, interior shades, furnace, cistern, and soft water supply as well as city water in every part of the house. We have endeavored to put into this farm house conveniences that will lighten the labor of the farmer's wife.

The cost of making the barn on the plan submitted to you in December, including one silo as ordered by the Board, will be \$6,384. We shall need two silos almost from the start, and since the expenditure is far below the limit of \$8,000 set by the Board, we recommend that the building of the second silo be approved.

We have purchased stock for the farm to the amount of \$7,000, harness and implements \$603.05.

#### THE FACULTY.

Miss Carney, as stated elsewhere in this report, has resigned her position with us to accept the supervisorship of training classes for rural teachers in the schools of Minnesota.

Miss Jean Stewart, who, for the past three years has served as assistant in Household Science, has resigned to accept a position as head of this department in Rockford College, Rockford, Illinois.

Miss Marie Clendenin, who has rendered very efficient service during the past year as assistant in physical education for women, tenders her resignation because of her desire to spend the year at home.

The three positions, which the Committee on Teachers and Salaries were authorized to fill last year, viz., Head of the Department for the training of Commercial Teachers, Assistant in the same, and Head of the Art Department



were not filled, the first two because it was impossible to get the rooms ready for the Commercial Department.

## LIBRARY REPORT.

*Circulation.*

	Books.	Pictures.	Slides.	Exhibits.	Steno-graphs.
Winter vacation and term.....	8,401	981	889	25	297
Spring vacation and term.....	10,682	489	47	43	93
Total .....	19,083	1,470	936	68	390

*Additions to the Library.*

By purchase.	Vols.	By purchase.	Vols.
Agriculture .....	14	Psychology .....	15
Art .....	3	Public speaking.....	8
Chemistry .....	1	Sociology, including civics and economics .....	26
Ethics .....	7	General reference.....	12
Geography .....	73	U. S. public documents.....	63
History .....	35	Illinois public documents.....	29
Household science and art.....	4	Gifts .....	68
Juveniles .....	2	Turned in by Geography Department.....	94
Language .....	5		
Literature .....	9	Total bound volumes.....	534
Mathematics .....	12	Pamphlets .....	403
Music .....	7		
Pedagogy .....	34	Total number of pieces.....	937
Physiology and hygiene.....	13		

This does not account for a quantity of government publications and miscellaneous pamphlets that have been received but not yet listed.

## INTEREST ON DEPOSITS.

One year ago you authorized that the interest to be paid on our daily balances in the Peoples' Bank and the First National Bank of Normal be expended in the purchase of pictures and other works of art. This appropriation was to apply only to such interest as should be received during the year 1913, inasmuch as the funds now in the hands of these banks is very small including only receipts from tuition and term fees, and the funds derived from the farm. Only \$285.03 has been received from this source during the first thirteen months. It is recommended that all the money received from this source be devoted to the purchase of works of art until further action by the Board. The interest is not likely to exceed \$150 per year.

## FINANCIAL REPORT.

The following bills have been certified to the Auditor for payment since my last report.

*From Ordinary Expense Fund.*

December payroll, officers and teachers.....	\$8,111 65
J. B. Will Co., rugs and linoleum.....	193 25
Illinois State Reformatory, printing.....	151 55
T. E. Davis, electrical repairs.....	37 12
The Keiser Van Leer Co., repairs on steam plant.....	46 60
December payroll, employees.....	1,233 33
David Felmley, student labor employed on grounds.....	328 42
McKnight & McKnight, dictionaries and supplies.....	53 50
C. W. Klemm, toweling and other supplies.....	130 45
A. J. Dodson, hire of horse.....	20 37
The Vidette, 115 copies and advertisement.....	79 00
Baker, Gilliam Commission Co., toilet paper.....	32 25
Charles Scribners' Sons, 24 Howe Seventh Reader.....	11 52
Fred Medart Manufacturing Co., mat hangers for gymnasium.....	10 88
Lincoln Mining Co., 788 tons of coal.....	1,615 42
The Johnson Transfer and Fuel Co., teams, etc.....	108 00
Bloomington and Normal Railway and Light Co., electric current December.....	206 75
Kinloch-Bloomington Telephone Co., service to April, 1914.....	20 20
Dr. Edwin M. Rodenburger, Auzoux Models eyes and ear.....	43 00
A. Washburn & Sons, tulip bulbs.....	14 00
The Prang Co., drawing books.....	10 10

## From Ordinary Expense Fund—Continued.

J. S. Courtright, P. M., postage and stamped envelopes.....	\$ 86 32
Regular January payroll, officers and teachers.....	8,124 20
January payroll, employees.....	1,233 34
B. & N. Railway & Light Co., January current.....	151 82
Holder Hardware Co., repairs tower roof and tile floors.....	122 90
A. B. Dick Co., mimeograph supplies.....	13 63
Henry F. Michell Co., garden seeds and greenhouse stock.....	55 76
E. W. A. Rowles, ten steel door mats.....	18 00
B. & N. Railway & Light Co., Emerson motor for greenhouse.....	20 00
February payroll, officers and teachers.....	8,099 16
February payroll, employees.....	1,226 53
H. J. Calkins, repairs on pottery kiln.....	7 10
J. F. Humphreys & Co., soap.....	8 00
Voland & Son, analytical balance.....	54 80
Nesenger & Co., hardware and petty repairs.....	27 51
Illinois State Reformatory, printed envelopes and blanks.....	71 95
Sears, Roebuck & Co., crayons.....	21 75
Thomas Charles Co., supplies for handwork.....	36 35
Central Electric Co., electrical receptacles.....	9 66
Keiser Van Leer Co., repairs on steam plant.....	57 25
W. A. Schnebly, repairs on plumbing.....	11 25
Pantagraph Printing and Stationery Co., printing and stationery.....	298 49
E. J. Metcalf, repairs and saw filing.....	23 00
C. W. Klemm, toweling and sundry supplies.....	63 83
C. W. Klemm, linoleum for main office.....	139 23
Orr & Lockett Hardware Co., tools for manual training.....	42 84
B. & N. Railway & Light Co., February current.....	263 53
Town of Normal, arc light on grounds July 1-Jan. 1.....	25 00
W. H. Gilman, lantern slides.....	22 50
Town of Normal, water rent for year 1913.....	218 00
Ross-Johnston Co., plumbing and fire protection.....	748 32
Central Union Telephone Co., service Dec. 1-March 31.....	14 55
Brunswick-Balke-Collender Co., bowling alley supplies.....	16 50
T. E. Davis, electrical repairs and material.....	134 85
John C. Moninger Co., greenhouse repairs.....	16 95
Ange, V. Milner, student labor moving library.....	302 82
March payroll, officers and teachers.....	8,158 44
March payroll, employees.....	1,213 33
E. W. A. Rowles, coco door mats.....	11 60
Phoenix Nursery Co., trees, seedlings and scions.....	8 23
Irving G. Banghart & Co., supplies for art department.....	19 00
O. B. Dawson, hire of horse and team.....	22 37
R. M. Huffington, changing counter for library.....	200 94
Garden City Educational Co., supplies for art department.....	8 85
Peter Henderson & Co., horse hoe.....	6 75
The Ionia Pottery Co., flower pots.....	7 41
B. F. Drakenfield & Co., glazes for pottery.....	8 88
Guy Carlton, electrical supplies.....	18 00
W. B. Read & Co., stationery and supplies.....	97 90
The Town of Normal, water rent.....	54 75
The Globe Wernicke Co., filing cabinets.....	97 50
The Central Scientific Co., chemical apparatus and supplies.....	311 75
Pantagraph Printing and Stationery Co., printed blanks and stationery.....	60 50
The Creamery Package Manufacturing Co., testing apparatus.....	57 33
J. S. Courtright, P. M., box rent and postage.....	73 47
Kinloch-Bloomington Telephone Co., service until June 30, 1914.....	21 40
B. & N. Railway & Light Co., current for March.....	112 76
Lewis Institute, Potter's wheel and supplies.....	22 80
Ross-Johnston Co., plumbing in library and fire hose.....	93 81
Thoma & Son, cork carpet.....	889 23
April payroll, officers and teachers.....	8,139 20
April payroll, employees.....	1,227 59
Zona McDowell, express charges paid.....	26 66
Lincoln Mining Co., 846 tons coal.....	1,733 62
Illinois State Reformatory, printed letter heads.....	36 25
F. S. Webster Co., typewriter ribbons.....	9 00
Western Electric Co., electric shades.....	12 57
Thomas Billings, teams and extra labor grading.....	191 46
McKnight & McKnight, stationery and supplies.....	192 20
The John Church Co., music for choral club.....	9 30
R. M. Huffington, repairing tables and fire damage.....	88 79
Royal Typewriter Co., exchange on two typewriters.....	40 00
A. C. McClurg & Co., books for library.....	52 31
Illinois State Penitentiary, chairs and tables.....	79 98
E. J. Metcalf, cases for geography department.....	59 40
A. T. Fagerburg, window shades.....	87 75
Standard Oil Co., oil.....	15 29
Union Gas and Electric Co., gas stove and fixtures.....	9 35
A. J. Nystrom & Co., maps.....	41 80
Nesenger & Co., hardware and supplies.....	36 06
Ross-Johnston Co., repairing water meter.....	21 31
Glidden Varnish Co., barrel floor dressing.....	76 41

## From Ordinary Expense Fund—Concluded.

Central Scientific Co., apparatus.....	\$ 22 55
Pantagraph Printing and Stationery Co., stationery and supplies.....	33 50
T. E. Davis, electric wiring and supplies.....	219 91
B. & N. Railway & Light Co., April current.....	167 55
Michigan Desk Co., four desks.....	92 14
Standard Electric Time Co., program clocks.....	25 00
A. C. McClurg, books.....	14 47
The Paltridge Metal Equipment Co., battery for Munic. Ex-h.....	20 00
The Paltridge Metal Equipment Co., balance on shelving.....	171 98
Thomas Billings, paid for labor on grounds.....	100 22
William Hemmer and others, labor in library.....	106 79
May payroll, officers and teachers.....	8,574 85
May payroll, employees.....	1,802 29

## From Special Appropriations.

Valley City Desk Co., office desk.....	\$ 60 00
Michigan Desk Co., desks and table.....	88 32
Union Gas and Electric Co., gas ranges.....	87 49
T. E. Davis, electric installation.....	369 21
Bruno Nehrling, cash paid laborers.....	333 95
Chicago Gas and Electric Fixture Co., electric fixtures.....	438 32
Bloomington Store Fixture Co., cases and tables.....	1,459 00
Kewanee Manufacturing Co., laboratory tables.....	225 00
Holder Hardware Co., wire window guards.....	68 00
George Brand & Sons, cheval mirror.....	24 00
Oliver Machinery Co., lathes and grinder.....	636 50
Central Scientific Co., apparatus.....	81 39
Carson, Pirie, Scott & Co., utensils.....	23 71
Illinois State Penitentiary, furniture.....	90 50
Albarene Store Co., laboratory tables.....	215 60
Western Electric Co., shades, electric lamps.....	64 60
Chicago Gas and Electric Fixture Mfg. Co., electrical fixtures (Library).....	73 60
Town of Normal, water taps.....	25 00
Ross-Johnston Co., plumbing.....	509 55
R. M. Huffington, remodeling contract.....	8,514 92
R. W. Paltridge & Co., library stacks.....	3,346 82
G. H. Read & Bro., kitchen equipment.....	399 32
G. H. Read & Bro., hot air furnace.....	230 00
Frank Huffington, payment on farm house.....	6,750 00
Samson Electric Co., system of 51 telephones.....	900 00
R. M. Huffington, Ag. Lab. equipment.....	977 90
Standard Electric Time Co., programs clocks and bells.....	465 00
Western Electric Co., shades for electric fixtures.....	217 11
The Burgess Stock Farm, 2 imported Percheron mares.....	1,200 00
Alfred Heylander, team of grade Percherons.....	420 00
W. G. Griffith, 2 Duroc-Jersey gilts.....	80 00
T. E. Strong, harness.....	107 07
Martens-Leary Co., farm implements.....	470 98
James Manufacturing Co., iron parts for dairy barn.....	834 41
Ross-Johnston Co., water supply for farm house.....	285 28
Town of Normal, water main assessment against farm.....	552 00
R. M. Huffington, payment on barn contract.....	1,700 00
Fairbanks, Morse & Co., platform scales.....	115 00
T. E. Strong, 1 set heavy harness.....	25 00
B. & N. Railway & Light Co., electric irons.....	19 00
R. M. Huffington, repairs main building, etc.....	91 06

## The balances still in the hands of the State Treasurer are:

Ordinary expenses.....	\$14,874 93	
Grading and walks.....	242 66	
Commercial equipment.....	1,000 00	
Apparatus.....	388 50	
Heating plant.....	30,000 00	
Furnishing Training School.....	741 01	
Painting and repairs.....	84 47	
Farm building and equipment.....	9,757 26	
		\$57,088 33
Since your last meeting I have deposited with your treasurer.....	\$2,909 93	
Orders have been drawn to the amount of.....	6,038 69	
Leaving in his hands.....		2,806 31
The balances in my hands are:		
Contingent Fund.....	1,428 95	
Library Fund.....	777 35	
Household Science Fund.....	351 52	
Farm Fund.....	150 75	
Tuition.....	2,226 40	
		4,934 97

Total cash assets of I. S. N. U. June 1, 1914.....

\$64,829 61

My accounts with the Special Funds, viz: Contingent, Library, Household Arts, Farm, have been placed in the hands of the Committee on Auditing and Finance.

Respectfully submitted,

DAVID FELMLEY.

Mr. Blair moved that the three special committees be continued until the December meeting, with the request that they report at that time. Carried.

Mr. F. D. Marquis, treasurer of the board, made the following report which, on motion was referred to the Committee on Auditing and Finance:

*Mr. President and Members of the Board:*

The last statement of your treasurer included December 15, 1913, and showed a balance on hand of \$6,035.07. The receipts since have been:

Term Fees and Tuition.....	\$2,534.00
Library Fines.....	220.00
Petty Sales.....	97.85
Peoples Bank, interest on account.....	19.18
Normal Bank, interest on account.....	43.50
Total .....	\$2,914.53

The disbursement has been \$6,038.39, as shown by sixteen vouchers which are returned herewith, together with a statement of account in detail.

The balance on hand at this time is \$2,911.21.

Respectfully submitted,

F. D. MARQUIS, *Treasurer.*

F. D. MARQUIS, TREASURER, IN ACCOUNT WITH THE BOARD OF EDUCATION OF THE STATE OF ILLINOIS.

*Dr.*

1913			
Dec. 15	To balance.....		\$6,035 07
1914			
Jan. 2	Peoples Bank, December interest.....	\$ 6 25	
5	Felmley, David, petty sales.....	39 25	
	Felmley, David, library fines.....	166 00	
Feb. 5	Peoples Bank, January interest.....	44	
March 5	Peoples Bank, February interest.....	44	
March 17	Felmley, David—		
	Normal Bank, interest for Dec., Jan., Feb.....	25 50	
	Winter term fees and tuition.....	2,534 00	
April 2	Peoples Bank, March interest.....	2 52	
May 1	Peoples Bank, April interest.....	4 60	
2J	Felmley, David—		
	Normal Bank, interest for March and April.....	18 00	
27	Felmley, David—		
	Library fines.....	54 00	
	Petty sales.....	58 60	
June 1	Peoples Bank, interest for May.....	4 60	
			2,914 53
			8,949 60
June 1	To balance .....		\$2,911 21

*Credit by Vouchers.*

No.		
4355	Blair, F. G.....	\$ 6 50
4356	Stitt, F. B.....	4 15
4357	Amsler, J. J.....	22 50
4358	Brown, J. Stanley.....	8 50
4359	Echols, Silas.....	8 65
4360	Hughes, George.....	47 90
4361	Smith, A. R.....	16 50
4362	Kimbrough, E. R. E.....	14 80
4363	Hoff, Henry.....	15 00
4364	Mundell, C. W.....	15 00
4365	Wall, W. P.....	10 80

## TREASURER'S REPORT—Concluded.

No.	<i>Credit of Vouchers—Concluded.</i>		
4366	Felmley, David, contingent fund.....	\$2,000	00
4367	Felmley, David, library fund.....	1,400	00
4368	Felmley, David, household arts fund.....	2,000	00
4369	Felmley, David, farm fund.....	353	34
4370	Busse, George.....	114	75
	Balance .....		
		\$6,038	39
		2,911	21
		\$8,949	60

President Felmley presented the four following reports: (1) Account with the contingent fund; (2) account with the library fund; (3) account with the household science fund; (4) account with the Normal University farm fund, which were received and, on motion, referred to the Committee on Auditing and Finance.

## ILLINOIS STATE NORMAL UNIVERSITY.

## DAVID FELMLEY, PRESIDENT, IN ACCOUNT WITH THE CONTINGENT FUND.

## RECEIPTS.

1918			
Dec. 15	Balance on hand.....	\$	161 63
Dec. 29	Contingent order deposited.....		2,000 00
			\$2,161 63

## EXPENDITURES.

Vouchers.			
1	M. E. Lee, postage and duty on Madonna.....	\$	1 18
2	Houghton, Mifflin & Co., 24 fifth readers.....	10	96
3	Guy Carlton, batteries.....	1	60
4	F. J. Ward, 24 mop heads.....	7	50
5	John Church Co., music.....	2	80
6	C. H. Stoelting, psychology supplies.....	5	50
7	American Book Co., Tomlin's Christmas Carols.....	1	09
8	J. B. Adams, glass, etc., for pictures.....	6	00
9	Cudahy Packing Co., soap polish.....	12	00
10	A. B. Dick Co., mimeograph supplies.....	24	53
11	Jenkins Bros., air valves and discs.....	4	05
12	F. J. Ward, cleaner supplies.....	8	70
13	McKnight & McKnight, training school supplies.....	16	10
14	W. D. Alexander, labor grading.....	2	50
15	Phoenix Nursery Co., 3 Christmas trees.....	2	50
16	L. Kimmel, collecting soil for agricultural dept.....	6	88
17	J. E. Will & Co., curtain rods for kindergarten.....	2	20
18	Nimrod Mace, printing programs.....	5	00
19	Whitehall Pottery Works, 1 barrel clay.....	3	00
20	R. C. Merryman, repairing typewriters.....	3	50
21	M. L. Cummings, supplies for physiol. dept.....	15	42
22	Atkinson Mentzer & Co., drawing books.....	2	04
23	C. H. Stoelting, psychological laboratory supplies.....	3	25
24	A. A. Sphung, crawfish for zoological laboratory.....	2	50
25	L. E. Knott Apparatus Co., eye models.....	27	92
26	Orr & Lockett, jewelers, saw blades.....	1	82
27	G. W. Thomas, blacksmith repairs.....	3	90
28	Standard Oil Co., Atlantic red oil.....	7	86
29	Louis Dejonge Co., supplies for handwork dept.....	9	69
30	G. A. Ensberger, 1 office chair.....	6	75
31	Prest-O-Lite Co., refilling tanks.....	1	80
32	Mrs. E. C. Hewett, 1 walnut table.....	5	00
33	R. W. Arnold, photographs.....	13	00
34	Irene Handlin, repairing and firing kiln.....	10	00
35	Mabel Carney, expenses.....	10	80
36	White-Smith Music Pub. Co., music.....	1	64
37	A. C. Newell, expenses, trip to Grand Rapids.....	10	00
38	H. M. Gallagher, blacksmith repairs.....	5	60
39	White-Smith Music Pub. Co., music.....	5	10
40	J. B. Adam, caning chairs.....	5	90
41	D. P. Warner, painting in gymnasium.....	10	50
42	Keuffel & Esser Co., columbia cloth.....	2	08
43	R. C. Merryman, repairing typewriter.....	3	00
44	Ginn & Co., music.....	4	16
45	W. B. Read & Co., 2 foot balls.....	10	00
46	Bradley Polytechnic Institute, M. Arts Conf. Reports.....	9	00
47	Standard Oil Co., oil and tank.....	8	80
48	Scott, Foresman & Co., drawing books.....	1	43

## CONTINGENT FUND—Concluded.

## EXPENDITURES—Concluded.

## Vouchers.

49	Charles De Garmo, address Founders' Day.....	\$ 100 00
50	T. R. Rankin, 3 days' firing.....	6 92
51	H. H. Richards, freight and drayage.....	88 86
52	Burrell's Press Clipping Bureau, clippings.....	1 00
53	Arda Jones, playing piano in gymnasium.....	2 10
54	Beulah Pierce, playing piano in gymnasium.....	17 70
55	Robert Thompson, janitor service.....	16 50
56	F. J. Ward, supplies for departments.....	2 40
57	Paul F. Beich, flags.....	2 34
58	L. G. Banghart & Co., music.....	5 72
59	China Store, dishes.....	2 25
60	H. J. Clinebell, asst. in chemical department.....	15 00
61	Charles E. Kammann, expenses board meeting.....	4 50
62	American Book Co., 16 music books.....	6 39
63	The Bulletin, notice to contractors.....	5 90
64	The Pantagraph, advertising.....	10 50
65	Pantagraph Prtg. & Sta. Co., supplies Ind. Arts Dept.....	4 00
66	R. W. Arnold, negative T. Metcalf Bldg.....	1 75
67	McIntosh Stereopticon Co., 1 screen.....	7 20
68	Henry A. Dreer, seeds.....	2 14
69	Henry F. Michell, bone meal, etc.....	3 00
70	Henry Field Seed Co., seeds.....	2 00
71	Standard Oil Co., 1 barrel oil.....	4 80
72	Atkinson Mentzer Co., weaving mats.....	1 69
73	Thomas Charles Co., supplies.....	7 84
74	Louis Dejonge Co., book binding paste.....	2 40
75	H. A. Peterson, psychologic supplies.....	2 75
76	Lilian Serogin, piano playing.....	6 60
77	R. M. Kellogg Co., strawberry plants.....	1 30
78	A. A. Spuhng, frogs.....	1 00
79	H. M. Gallagher, repair work.....	1 90
80	R. W. Pringle, supplies for high school.....	3 90
81	Irving Banghart Co., supplies for handwork.....	5 15
82	D. C. Ridgley, supplies for department.....	5 15
83	Whitehall Pottery Works, 1 barrel clay.....	2 75
84	McKnight & McKnight, supplies for third grade.....	3 24
85	Joseph Baylor, sharpening mowers, etc.....	3 25
86	W. D. Alexander, lime and cement.....	1 50
87	The Pantagraph, advertisements to contractors.....	4 20
88	O. L. Manchester, trip to Terre Haute.....	9 59
89	David Felmley, expenses business trips, etc.....	24 79
90	G. M. Pelton, expense trip to Normal.....	5 50
	Balance on hand June 3, 1914.....	\$ 732 68
		1,428 95
		<u>\$2,161 63</u>

An appropriation of \$1,000 is requested for next six months.

DAVID FELMLEY.

## ILLINOIS STATE NORMAL UNIVERSITY.

DAVID FELMLEY, PRESIDENT, IN ACCOUNT WITH THE LIBRARY FUND.

## RECEIPTS.

1913		
Dec. 15	Balance on hand.....	\$ 213 28
Dec. 29	Library order deposited.....	1,400 00
		<u>\$1,613 28</u>

## EXPENDITURES.

## Vouchers.

1	University of Chicago Press, books.....	\$ 18 90
2	Democratic Printing Co., set catalog rules.....	2 67
3	McKnight & McKnight, periodicals.....	168 66
4	Frances Pond, services in library.....	10 00
5	Frances Pond, services in library.....	22 55
6	Library Bureau, perforating stamp.....	27 05
7	Daisy Bostick, services in library.....	5 34
8	Roy L. Moore, Geog. and Hist. of Woodford Co.....	2 00
9	Rngberg Holmberg Co., books.....	3 50
10	Paul F. Beich, pamphlet boxes.....	32 20
11	American Political Science Assn., dues and proceedings.....	5 40
12	A. C. McClurg & Co., books.....	105 95
13	Am. Assn. for Labor Legislation, review.....	1 00
14	Nat. Soc. for Promotion of Ind. Education, dues.....	2 00
15	Henry Holt & Co., "Unpopular Review".....	2 50
16	The Pantagraph, 6 mos. subscription.....	2 50

## LIBRARY FUND—Concluded.

EXPENDITURES—Concluded.		
Vouchers.		
17	Gaylord Bros., pamphlet binders.....	\$ 10 51
18	Nat. Conf. of Charities, 1913 proceedings.....	1 60
19	R. R. Bowker Co., index to dates 1914.....	2 00
20	A. C. McClurg & Co., books.....	35 70
21	William Hemmer, services in library.....	61 34
22	Charles Herling, services in library.....	15 23
23	Bertha Farnam, services in library.....	10 35
24	Helen Smith, services in library.....	17 50
25	A. C. McClurg & Co., books.....	13 83
26	E. B. Lewis, 20 subs. Practical School Journal.....	8 00
27	H. W. Wilson, binding.....	1 70
28	Nat. Educ. Co., dues to July 1, 1914.....	2 00
29	National Consumers' League, fee.....	1 10
30	American Prison Association, proceedings.....	1 50
31	A. C. McClurg & Co., books.....	94 77
32	Funk & Wagnalls, new Standard dictionary.....	16 25
33	National Consumers' League, brief.....	1 00
34	Library of Congress, cards.....	10 00
35	Music Teachers' Nat. Assn., proceedings.....	1 60
36	Superintendent of Documents, State Publ.....	1 00
37	Boston Book Co., Mag. subj. index.....	7 00
38	McKnight & McKnight, periodicals.....	72 64
39	A. V. Milner, paid student help.....	30 00
40	A. V. Milner, library sundries.....	9 00
		<hr/>
	Balance on hand June 3, 1914.....	\$835 93
		777 35
		<hr/>
		\$1,613 28

An appropriation of \$1,000 is asked for next six months.

DAVID FELMLEY.

## ILLINOIS STATE NORMAL UNIVERSITY.

DAVID FELMLEY, PRPRESIDENT, IN ACCOUNT WITH THE HOUSEHOLD ARTS FUND.

RECEIPTS.		
1913		
Dec. 29	Household Arts order deposited.....	\$2,000 00
1914		
Jan. 10	D. S. fees, recipes, systems deposited.....	121 60
Feb. 10	D. S. receipts, recipes, lunches.....	71 08
March 10	D. S. recipes, handwork receipts.....	104 33
March 26	D. S. recipes, fees, handwork.....	197 28
April 3	D. S. recipes, fees, handwork.....	15 00
April 3	Snow's system deposited.....	3 10
April 7	Handwork, recipes.....	30 65
April 27	Domestic receipts deposited.....	92 00
May 26	D. S. fees, handwork, recipes, etc.....	45 00
		<hr/>
		\$2,680 04

EXPENDITURES.		
Vouchers.		
	Dec. 15, 1913, deficit.....	\$611 17
1	C. A. Burner, payment on recipes.....	125 00
2	L. J. Snow, 34 systems and express.....	103 00
3	Wilcox Brothers, scrim.....	2 85
4	Model Laundry Co., November laundry.....	15 89
5	Singer Sewing Machine Co., needles, repairs, etc.....	4 70
6	Mrs. Youngblood, laundering linen.....	7 31
7	Marshall Field, rucning for caps.....	9 98
8	Union Gas Co., gas December.....	3 20
9	Model Laundry Co., laundry December.....	11 38
10	F. J. Ward, groceries fall term.....	386 97
11	W. O. Reed & Son, meat fall term.....	95 21
12	Manufactured Ice Co., 2 coupon books.....	32 00
13	C. A. Lyford, paid dishwashers.....	7 65
14	Nellie Phillips, hemming towels.....	15 40
15	Mrs. Crawford, services in kitchen.....	1 00
16	Mrs. Youngblood, laundering linen.....	7 56
17	Union Gas and Electric Co., gas January.....	11 80
18	L. J. Snow Publishing Co., systems.....	6 28
19	Model Laundry Co., January laundry.....	13 55
20	C. A. Burner, balance on printing recipes.....	283 40
21	C. A. Burner, payment on printing.....	200 00
22	Mrs. Crawford, service in D. S. kitchen.....	1 00
23	Model Laundry, February laundry.....	13 69
24	W. O. Reed & Son, meat winter term.....	33 18
25	Janet Cation, supplies for department.....	2 65

## HOUSEHOLD ARTS FUND—Concluded.

## EXPENDITURES—Concluded.

Vouchers.			
26	Union Gas and Electric Co., February gas.....	\$ 15 00	
27	Ethel Haynes, sewing supplies.....	89	
28	McKnight & McKnight, supplies.....	15 74	
29	Model Laundry, March laundry.....	6 45	
30	L. J. Snow, 25 systems and supplies.....	7 14	
31	Union Gas and Electric Co., March gas.....	11 05	
32	Ruth Cook, laboratory fees refunded.....	4 00	
33	Union Gas and Electric Co., April gas.....	12 40	
34	F. J. Ward, groceries winter term.....	184 19	
35	Model Laundry Co., April laundry.....	15 59	
36	Verneil Swigart, service in kitchen.....	5 25	
			\$2,283 52
	Balance on hand June 3, 1914.....		396 52
			<u>\$2,680 04</u>

An appropriation of \$400 is requested for the next six months.

DAVID FELMLEY.

## ILLINOIS STATE NORMAL UNIVERSITY.

DAVID FELMLEY, PRESIDENT, IN ACCOUNT WITH THE FARM FUND.

## RECEIPTS.

1913			
Dec. 15	Balance on hand.....	\$145 99	
Dec. 29	Farm fund deposited.....	353 34	
			<u>\$499 33</u>

## EXPENDITURES.

Vouchers.			
1	Nesenger & Co., fence, repairs, etc.....	\$15 40	
2	L. Appel, grubbing pear trees.....	14 00	
3	L. Appel, grubbing pear trees.....	18 00	
4	Julius Oesch, grubbing pear trees.....	17 00	
5	I. C. R. R., freight on mares, sows, oats.....	17 11	
6	W. G. Griffith, oats, clover, corn.....	83 00	
7	W. D. Brickey, wages for March.....	60 00	
8	E. P. Mohr, work on farm.....	44 80	
9	George Karcher, corn.....	24 51	
10	Allen Little, labor on farm.....	13 85	
11	McKnight's, account book.....	1 00	
12	Nesenger & Co., fence and supplies.....	31 88	
13	Chicago & Alton Railroad, freight.....	3 78	
14	T. H. Keys, city clerk, water on farm.....	4 25	
			\$348 58
	Balance on hand June 3, 1914.....		150 75
			<u>\$499 33</u>

An appropriation of \$1,000 is asked as loan to serve as working capital for next six months.

DAVID FELMLEY.

## REPORT OF STANDING COMMITTEES.

## COMMITTEE ON AUDITING AND FINANCE.

The Committee on Auditing and Finance presented the following five reports, upon each of which the roll being called and all members present voting in the affirmative, the recommendations in each of them for the expenditure of money were adopted:

*To the Board of Education of the State of Illinois:*

Your committee on auditing and finance, to whom was referred the report of F. D. Marquis, treasurer, with its sixteen accompanying vouchers, and showing balance on hand of \$2,911.21, begs leave to report that it has examined the same, finds it correct, and recommends that it be approved.

W. P. WALL,

A. R. SMITH,

J. L. BRUMMERSTEDT.

*Committee on Auditing and Finance.*

June 3, 1914.



*To the Board of Education of the State of Illinois:*

Your committee on auditing and finance, to whom was referred the report of David Felmley, president, in account with the contingent fund with its ninety accompanying vouchers and showing balance on hand of \$1,428.95, begs leave to report that it has examined the same, finds it correct, and recommends that it be approved. It recommends that an appropriation of \$1,000 be made to this fund for the ensuing six months as asked for.

W. P. WALL,  
A. R. SMITH,  
J. L. BRUMMERSTEDT,  
*Committee on Auditing and Finance.*

June 3, 1914.

*To the Board of Education of the State of Illinois:*

Your committee on auditing and finance to whom was referred the report of David Felmley, president, in account with the farm fund with its fourteen accompanying vouchers and showing balance on hand of \$150.75, begs leave to report that it has examined the same, finds it correct and recommends that it be approved. It recommends an appropriation of \$1,000 for the ensuing six months as asked for, with the understanding that this appropriation be regarded as a loan to be repaid to the treasury of the institution as soon as practicable.

W. P. WALL,  
A. R. SMITH,  
J. L. BRUMMERSTEDT,  
*Committee on Auditing and Finance.*

June 3, 1914.

*To the Board of Education of the State of Illinois:*

Your committee on auditing and finance, to whom was referred the report of David Felmley, president, in account with the household science fund with its thirty-six accompanying vouchers and showing balance on hand of \$396.52, begs leave to report that it has examined the same, finds it correct, and recommends that it be approved. It recommends an appropriation of \$400 to this fund for the ensuing six months as asked for.

W. P. WALL,  
A. R. SMITH,  
J. L. BRUMMERSTEDT,  
*Committee on Auditing and Finance.*

June 3, 1914.

*To the Board of Education of the State of Illinois:*

Your committee on auditing and finance, to whom was referred the report of David Felmley, president, in account with the library fund with its forty accompanying vouchers and showing balance on hand of \$777.35, begs leave to report that it has examined the same, finds it correct, and recommends that it be approved. It recommends an appropriation to this fund of \$1,000 for the ensuing six months as asked for.

W. P. WALL,  
A. R. SMITH,  
J. L. BRUMMERSTEDT,  
*Committee on Auditing and Finance.*

June 3, 1914.

## COMMITTEE ON BUILDINGS AND GROUNDS.

*To the Board of Education of the State of Illinois:*

Your committee on buildings and grounds move the adoption of the following report:

MINUTES OF THE MEETING OF THE COMMITTEE ON BUILDINGS AND GROUNDS OF THE  
STATE BOARD OF EDUCATION, NORMAL, ILL., MARCH, 5, 1914.

The Committee met at 1:15 p. m. Present, Messrs. Stitt and Amsler and President Capen and President Felmley. Five bidders were present in person to submit bids according to the terms of the advertisement.

After a preliminary statement by President Felmley setting forth the changes that had been made in the original plans for the dairy barn the bids were opened and were found to be as follows:

R. M. Huffington.....	\$4,900
Porter-McCully Construction Co.....	5,630
F. A. Huffington & Sons.....	5,950
T. T. Hunter.....	5,533
R. W. Evans.....	6,366

Since the bid of Mr. R. M. Huffington was the lowest and quite within the limit set by the resolution of the board at its last meeting it was unanimously voted, on motion of President Felmley, that the contract be awarded to Mr. R. M. Huffington on condition that he present a bond for \$5,000 for faithful performance of the work. Mr. Huffington further stated he expected to finish the barn before June 1.

F. B. STITT,  
J. J. AMSLER.

It recommends also the building of a second silo not to exceed in cost \$350.

J. J. AMSLER,  
F. B. STITT,

*Committee on Buildings and Grounds.*

It was moved that hereafter all farm affairs, including buildings, shall be under the supervision of the Agriculture Department Committee. Carried.

COMMITTEE ON COURSE OF INSTRUCTION.

Mr. Echols moved the adoption of the recommendations made by the president with reference to the establishment of the new course in commercial education and the modification of the existing programs of study to adapt the work of the normal school to the new law for the certificating of teachers. Carried.

COMMITTEE ON TEACHERS AND SALARIES.

The committee on teachers and salaries recommended the following report, on which, the roll being called, all members present voted in the affirmative:

For the directorship of the Country School Department we recommend the employment of Edgar Packard, of Berlin, Wis., for the past five years Principal of the Green Lake County Training School. Mr. Packard was brought up on a farm, receiving his elementary education in rural schools; was graduated at the Indiana State Normal School, and afterwards studied Education and English in the University of Chicago, and Agriculture in the University of Wisconsin. His experience as a teacher consists of four years in rural schools, twelve years in the graded and high schools of Indiana, two years in charge of the normal department at Grand Prairie Seminary, Onarga, three years as head of the English Department in the State Normal School at River Falls, Wis., five years as Principal of the County Training School in Berlin, Wis.

We recommend that his salary for the first year be \$2,000 for forty-two weeks of service.

As assistant in the Department of Domestic Science we recommend Miss Edna F. Coith, of Manhattan, Kansas, at a salary of \$1,000 for forty-two weeks. Miss Coith received her early education in the model school connected with the Illinois State Normal University, from which she entered the Normal University itself, graduating in the class of 1906. The next two years she served as instructor in English in the Carrollton high school, the next four years she lived on a Kansas farm assisting in the work of the home, having entire charge of the household for two years. For the past two years she has been a student in Home Economics in the Kansas State Agricultural College from which she expects to graduate this summer with a degree of B. S. in Home Economics. Miss Coith is twenty-eight years of age.

As assistant in Physical Education for Women we recommend Miss Lydia Clark, of Wellesley, Mass., at a salary of \$1,350 for forty-two weeks. Miss Clark is a graduate of the Boston Normal School of Gymnastics, has spent five years in New Jersey as a teacher of Physical Education, and during the past year has been doing graduate work in Wellesley.

We recommend also the following increases in salary:

Mr. H. H. Schroeder, Professor of Education, from.....	\$2,280 to	\$2,400
Mr. W. A. L. Beyer, Department of History, from.....	2,160 to	2,400
Mr. John L. Pricer, Professor of Biology, from.....	2,160 to	2,280
Mr. Irwin A. Madden, Professor of Agriculture, from.....	2,300 to	2,500

For 12 months—

Mr. M. J. Lyon, Teacher of Mechanical Drawing, from.....	1,620 to	1,800
Miss Laura F. Hayes, Teacher of Grammar, from.....	1,500 to	1,620
Miss Anna Swainson, Teacher of Design, from.....	1,400 to	1,500
Miss Edith I. Atkin, Assistant in Mathematics, from.....	1,440 to	1,500
Mr. Ralph W. Pringle, Principal of the High School, from..	2,500 to	2,600
Mr. H. A. McGill, Professor of Political Science, from.....	2,100 to	2,200
Mr. George N. Cade, Principal Training School, from.....	1,440 to	1,500
Miss Agnes Storie, Training Teacher Seventh Grade, from..	1,320 to	1,400
Miss Emma Ghering, Assistant in the Kindergarten, from...	800 to	900
Mr. E. B. Evans, Teacher of Public Speaking, from.....	1,800 to	1,920
Miss Lottie L. Hayes, Stenographer, from June 8.....	720 to	780
Miss Lillian Havenhill, Assistant Librarian, from.....	\$15 to	\$18 per week
Miss Gertrude Andrews, Assistant Librarian, from.....	15 to	18 per week
Miss Edna Kelley, Assistant Librarian, from.....	10 to	12 per week

List of summer session teachers approved.

STANLEY BROWN,  
F. G. BLAIR,  
A. M. DOOLIN.

June 3, 1914.

Mr. Blair called the attention of the board to the fact that the absence of Mr. Hughes was due to the marriage of his daughter which was to take place today. Accordingly the board ordered that a telegram be sent to Mr. Hughes, expressing the congratulations of the board. Mr. Brown was commissioned to send the telegram.

#### COMMITTEE ON AGRICULTURE.

Mr. Hoff, for the Committee on Agriculture, reported a series of items still needed for the completion of the farm equipment, amounting, in the aggregate, to \$8,767. It was moved that these articles be purchased as indicated, that a dairy house be built, and that such money be spent upon tiling and grading as was necessary for our needs.

The Committee further recommended that a conservative policy be pursued with reference to our expenditures in this department.

#### COMMUNICATIONS.

The Women's Improvement League of Normal presented, through Mr. Felmley, a request to the board that they be permitted to erect, at the east entrance to the grounds, a suitable gateway commemorative of the services of Jessie W. Fell to the Illinois State Normal University and to the town of Normal. On motion of Mr. Blair the matter was referred to the Committee on Buildings and Grounds with full power to act in the premises.

#### MOTIONS AND RESOLUTIONS.

Mr. Doolin moved that the diplomas be awarded to the graduating class as recommended by the faculty, to the graduates of the teachers college, the normal department and the university high school. Carried.

On motion of Mr. Doolin it was voted that certificates be granted to the thirty-three students who are completing the program of study for the country school department.

President Felmley called the attention of the Board to the State School Survey, now being carried on under the auspices of the State Teachers' Association and various educational institutions of the State, and requested that, during the fall term, the newly elected director of the Country School Department might be assigned to visiting and inspecting rural schools in the various counties of Central Illinois and that his traveling expenses be paid from the treasury of the institution.

Mr. Blair moved that the president be authorized to assign the director of Country School Education to such duties as, in his judgment, might seem expedient and for the interests of the State Normal University.

Upon roll call the vote stood as follows: aye, 9; no, 3.

Mr. Blair moved that the Board concur in the recommendation of president Felmley upon the subject of using the interest accumulated upon funds in the bank in the purchase of works of art for the institution. Carried.

Upon motion of Mr. Blair it was unanimously voted that the sum of \$500 be appropriated for the purchase of band and orchestral instruments, to belong to the institution, and that the president of the University be authorized to employ an assistant in music, qualified to give proper instruction in the use of such instruments.

It was voted that the Committee on Buildings and Grounds be authorized to arrange with committees of the faculty and alumni with reference to the putting of art glass windows in place of the plain glass windows in the auditorium.

It was voted that, in the judgment of the board, no rooming houses should be designated as an approved rooming house unless

the prices charged for rooms are, in the judgment of the faculty of the institution, reasonable.

Adjournment was moved: Carried.

C. L. CAPEN, *President.*

F. G. BLAIR, *Secretary.*