

MINUTES OF THE MEETING OF THE VIRGINIA NORMAL SCHOOL  
BOARD, held at the Farmville School, Farmville, Va. Apr. 23, 1915.

at 11 o'clock, pursuant to the call of the President <sup>after</sup>  
to the notices sent to <sup>each</sup> members of the Board.

(See copy of notice hereto attached)

The meeting was opened with prayer by Dr. Russell of Fredericksburg.

The roll call showed the following members present:  
Hon. R. B. Davis, President, presiding,  
Messrs. Hull, White, King, Price, Preston, Russell and  
Shackelford.

The presidents of all the schools were also present.  
President Davis called for reports from all of the committees  
of the Board.

Mr. R. B. Davis reported that he had asked the Attorney  
General for an opinion as to the right of the Board to buy  
additional real estate for school purposes, but he had not  
yet received such opinion. He made an oral report of the  
situation, and stated that a full report would be made at the  
next meeting of the Board.

In this connection Mr. E. H. Russell of the Fredericks-  
burg school stated that he had bought ten or twelve lots on  
the ridge adjoining the school property at Fredericksburg,  
which he was ready to turn over to the school at any time at  
the price he had paid for them plus interest on his money and  
the cost of recording the deeds. Answering a question of  
Judge Price, Mr. Russell stated that he considered that he had  
bought and held these lots as a trustee for the school, but  
that if the school did not want them he would be glad to  
retain them himself as they have enhanced greatly in value  
since he purchased them. He requested that the minutes of  
the meeting show his proposition in regard to the lots.

There followed a general discussion of the right  
of the Board to purchase real estate with the profits of the  
home departments in the several schools. In view of the un-  
certainty as to the rights of the Board in the premises,  
Judge Price suggested that steps be taken to have the act  
creating the Normal School Board so amended as to clarify its  
meaning, and leave no doubt as to the intent of the Legisla-  
ture with reference to the purchase of real estate for school  
purposes.

On motion of Mr. Russell, duly seconded the Board went  
into executive session to receive the reports of the presidents  
of the several schools.

Dr. J. L. Jarman, President of the Farmville School,  
read his report. Mr. Hull moved that said report be received  
and filed, and that its recommendations be referred to a  
committee of two to make a report thereon to this meeting of  
the Board, which motion, being duly seconded, was unanimously  
carried.

As members of the committee provided for in the foregoing  
resolution, the Chair appointed Messrs. W. W. King and Jno. W. Price.

Judge Price moved That the president of the several schools be requested to make their reports on letter-size paper, typewritten on one side, so that their reports may be uniform and may be bound, which motion, having been duly seconded, was unanimously carried.

On motion, duly seconded, the Board took a recess for dinner and to inspect the buildings, until 3:30 P.M.

#### AFTERNOON SESSION.

The Board reconvened at 3:30 P.M. with Messrs. Shewmake, Locker and Mears present in addition to the members of the Board who were present at the morning session.

President Russell of the Fredericksburg School, having made a report to the meeting held in Fredericksburg on March 20th, it was on motion duly seconded and carried, ordered that the reading of his report be dispensed with, and that his oral and written recommendations be referred to a special committee for a report to this meeting. The Chair then appointed Messrs. Hull and Preston as such committee.

Dr. J. P. McConnell, president of the Radford School, presented a report of the financial condition of his school, dated April 20th, 1915, and a statement showing the estimated receipts and expenditures for the year ending Feb. 29th, 1916, and his recommendations for the ensuing year. On motion of Judge Price, duly seconded and unanimously carried it was ordered that said reports be received and filed and the recommendations therein contained be referred to a committee of two for a report to this meeting of the Board. The Chair appointed as such committee, Messrs. Shewmake and Locker.

Mr. Burruss, President of the Harrisonburg School, presented a comprehensive report of the history and work of the Harrisonburg School, and briefly called the attention of the Board to the matters treated in his report. He also presented a budget for the ensuing year. It was moved and carried that this report and budget be received and filed, and that the budget and recommendations contained in said report be referred to a committee of two for a report to this meeting of the Board. The Chair appointed Messrs. Shackelford and Russell as such committee.

Mr. Hull reported that he was working on the matter of lower insurance rates for Normal School properties under a resolution of the Board passed March 20th, 1915, and that he would be able to make a complete report at the next meeting of the Board. On motion duly seconded and carried the committee was continued and given further time for a report.

Judge Price reported that the committee appointed to investigate the relations existing between the architect of the Harrisonburg, Radford and Fredericksburg Schools would be ready to make a report at the next meeting of the Board. On motion the meeting took a recess until 8:30 P.M.

The Board reconvened at 8:30 P.M. in open session with the same members present, and also the presidents of the schools. Mr King reported for the committee to which the recommendations of Dr. Jarman's report had been referred and offered the following resolution which, being duly seconded, was unanimously carried:

RESOLVED That the officers, teachers and employes of the Farmville Normal School be employed as recommended in the President's report, and at the salaries therein recommended.

Mr. King offered the following resolution which was duly seconded and unanimously carried.

RESOLVED: That Dr. Jarman, President of the Farmville School be authorized to purchase the Dr. Baker property at a cost not to exceed \$1500.00, provided this can be done without incurring any obligation on the part of the Virginia Normal School Board.

Mr. Shackelford reported for the committee to which was referred the recommendations contained in Mr. Burruss' report, and offered the following resolution, which was duly seconded and unanimously carried:

RESOLVED: That the officers, teachers and employes of the Harrisonburg Normal School be employed as recommended in the President's report and at the salaries stated in said report.

Mr. Shackelford also reported on the extremely poor condition of the plastering and cement work in the buildings at the Harrisonburg School, and suggested that the Board investigate as to whether the contractor or the architect, between whom the fault seems to lie, is liable to the Board for the unsatisfactory work done at the Harrisonburg School.

Mr. Shackelford moved that the Chair appoint a committee to investigate this matter and report on the whole situation at the next meeting of this Board, which motion, being duly seconded, was unanimously carried.

As such Committee, the Chair appointed Messrs. Shackelford, King and White.

In view of the fact that President Russell of the Fredericksburg School recommended the election of a brother of Mr. Showmake as a member of the Fredericksburg faculty, Mr. Showmake was, at his request, excused from the meeting while the report of the committee appointed to consider the recommendation of President Russell was before the meeting.

Mr. Hull reported for the committee to which had been referred the recommendations of President Russell, and offered the following resolution, which, being duly seconded, was unanimously carried.

RESOLVED: That the officers, teachers and employes of the Fredericksburg Normal School be appointed as recommended in the President's report, and at the salaries stated in said report.

Mr. Hull moved that a committee of two be appointed to co-operate with President Russell in inspecting the building now nearing completion at the Fredericksburg School, to accept said building when completed, and to authorize the president of said school to make the final payment to the contractor when said building is so accepted. On motion of Mr. Russell, duly seconded and carried, Messrs. Locker and Davis were appointed as members of said Committee.

President Russell reported that the school had selected as the names for the two dormitories at the Fredericksburg School, "Virginia Hall" and "Frances E. Willard Hall", instead of the names "Dormitory No. 1" and "Dormitory No. 2". On motion, duly seconded and carried, the Board approved and adopted the names for the two dormitory buildings as reported by President Russell.

Mr. Hull reported that the committee to whom President Russell's report had been referred recommends that the Board do not at this time accept the option on the lots owned by President Russell adjoining the school property. On motion, duly seconded, the recommendation of the committee was adopted.

Mr. Shackelford moved that President Russell of the Fredericksburg School be authorized to expend an amount not exceeding \$500.00 to lay a granolithic side walk along Cornell Avenue approaching the school property from Washington Avenue, provided the City of Fredericksburg will improve the road bed and lay a curb and gutter along said street, but none of said \$500.00 is to be paid out of any money appropriated by the State for any specific purpose. This motion, duly seconded, was unanimously carried.

Mr. Shewmake reported for the committee to which Dr. McConnell's report and recommendations had been referred, and offered the following resolution, which being duly seconded was unanimously carried.

RESOLVED: That the officers, teachers and employees of the Radford School be appointed as recommended in the President's report, and at the salaries stated in said report. It was moved, seconded and carried that the building committee for the Radford School be continued and requested to co-operate with the President of the school in inspecting the building nearing completion, to accept the building when completed, and to authorize the President of said school to make the final payment when the building is so accepted.

President Russell presented the report of the Executive Council and special committee appointed to co-operate with the executive council, and on motion of Mr. Hull, it was ordered that the report be received and filed.

Mr. Hull offered the following resolution, which was duly seconded and unanimously carried:

BE IT RESOLVED, That in consideration of the present limited high school facilities in Virginia, the educational needs of the state will be best served and the purposes of the State Normal Schools for Women will be best carried out by the continuing in the said Normal Schools of so much high school work as is necessary to meet their present needs; provided that no pupil shall be admitted to the high school department in any of the said Normal Schools until she shall first have exhausted the high school facilities in her own home community except upon the recommendation of the Division Superintendent of schools of her own county in which recommendation shall be set forth the peculiar circumstances of her particular case on which such recommendation is based, and then only in the discretion of the President of the Normal School to which she applies for admission.

Mr. Hull then offered the following resolution which was seconded and unanimously carried.

WHEREAS, there is a great and increasing need in the public school system of Virginia for the services of women teachers specially trained and equipped for teaching in the high school grades of the public schools of this State; and

WHEREAS, the educational system of Virginia as at present constituted makes no adequate provision for the training of women for the work of teaching those subjects required to be taught in the high school grades of the public high schools of this State; and,

WHEREAS, it is the belief of this, The Virginia Normal School Board, that provision should be made for the training of such teachers in the schools now under the direction of this Board; and

WHEREAS, this Board considers that these four Normal Schools were created for a common purpose and that in our judgment the interests of the State will be best served by developing the respective schools uniformly and keeping them co-ordinate in name, and in kind and standard of work offered the faculties employed and the general development of the respective schools, and that we understand that it is the duty of the State Normal Schools to prepare teachers for all grades of the public school system including the primary, grammar and high school departments; and,

WHEREAS, under all circumstances surrounding the matter, it is deemed advisable to make immediate provisions for the training of such teachers at all of the Normal Schools now under the direction of this Board;

THEREFORE, Be it RESOLVED, first, that the training of women teachers for work in the first and second years of the public high schools of Virginia be ~~xx~~ offered at the State Normal Schools for Women at Harrisonburg, Fredericksburg and Radford with the beginning of the next ensuing session of these schools and that the training of women teachers for work in the first, second and third years of the public high schools of Virginia be offered at the State Normal School for Women at Farmville with the beginning of the next ensuing session of that school, and that the Presidents of said schools be and they are hereby authorized and directed to each prepare a plan of the work so to be undertaken and lay the same before this Board, or such committee thereof as may be designated, for approval.

Second, that the training of women teachers for work in all of the grades of the public high schools of Virginia be done at each of the schools now under the direction of <sup>the</sup> Board at such time or times in such order and to such extent in each case as to this Board shall seem practical and expedient.

Judge Price moved that the suggestions and recommendations in said report and not covered by the two ~~proceedings~~ resolutions be approved and adopted. This motion was duly seconded and unanimously carried.

The following resolution was offered, duly seconded and unanimously carried:

RESOLVED, That the Presidents of the several schools be requested to prepare ~~and cause~~ the courses of study as recommended in said report, and as soon as approved by the committee acting with the executive council, publish the same in their catalogues.

Dr Jarman requested some action of the Board with reference to the use of the school plants for the purpose of holding Summer Institutes. A general discussion of the use of the school buildings for the Summer Normals and the compensation of the Directors of the Summer Schools ensued. Mr. Burruss stated that he had never ~~xx~~ been paid anything in addition to his regular salary for conducting the Harrisonburg Normal School. Dr. McConnell stated that he operated the Radford Summer School under the same plan as the Harrisonburg School, and had received no compensation. Mr. Russell stated that last summer under a resolution of the old Fredericksburg Board, he was required to guarantee the Board against any loss that might be incurred in the conduct of the summer school, and was to be entitled to any profits that might be made as compensation for conducting the summer school.

Mr. Jarman stated that he, as director, and Mr. Cox, as Business Manager, had, under resolution of the old Board, shared in the profits of the Farmville Summer School; that he had guaranteed the Board against the loss, but that the school had always been run at a profit.

After a lengthy discussion the Board adjourned at 1 o'clock A.M. to meet again

Pursuant to adjournment, the Board met at 10 A.M. April 28th, 1915, with the same members present as on yesterday except Mr. Mears.

The meeting was opened with prayer by the President of the Board.

The reading of the minutes of yesterday's session was, on motion, dispensed with. On motion, duly seconded and carried, the meeting went into executive session.

Mr. Shackelford moved that the Secretary-Auditor be authorized to draw on the treasurer of each school immediately after each meeting for enough money to pay the expenses of the meeting. This motion was duly seconded and unanimously carried.

It was moved by Mr. Locker that the salary of the Secretary-Auditor be fixed at \$100.00 per month, plus traveling expenses unlimited, and that A. Stuart Robertson be re-elected as Secretary-Auditor for ~~xx~~ a term of one year from date. This motion was seconded by Mr. White and unanimously carried.

On motion of Mr. Locker, the Board proceeded to the election of officers for the ensuing year. On motion of Mr. Hull seconded by Mr. Locker, Mr. Richard B. Davis was unanimously elected President of the Board. On motion of Mr. Russell, duly seconded, Judge Jno. W. Price was unanimously elected Vice-President.

It appearing that the By-laws required the election of two members ~~xxx~~ of the Executive Committee for one year and two members for two years at the organization meeting of the Board, and that when the Executive Committee was originally elected, the Board failed to designate which members should serve two years and which one year, Mr. Hull moved that the Board consider Mr. King and Judge Price as the members of the executive committee elected for one year. This motion was duly seconded and carried.

On motion of Mr. Hull, duly seconded Mr. King was unanimously elected as a member of the Executive Committee to succeed himself for a term of two years.

On motion of Mr. Preston, duly seconded, Judge Price was unanimously elected to succeed himself as a member of the Executive Committee for a term of two years.

The President of the Board re-appointed as members of the Finance Committee, Messrs. Shewmake, White, Russell and Shackelford. Mr. Shewmake reported that the finance committee considered it advisable not to make up the budgets at this time, but would make a report at a subsequent meeting of the Board.

Mr. Hull offered the following resolution which was duly seconded and unanimously carried:

WHEREAS, The State Board of Education, has requested the use of the Normal School properties for the purpose of conducting therein the Summer Institute, and desires that the Boarding Laundry, and Dormitory Department of the Normal Schools be open for the accommodation of those attending said Summer Institutes, and

WHEREAS this Board approves of such use of the Normal School, plants for the promotion of the educational interests of the State,

NOW THEREFORE, be it RESOLVED that the Presidents of the several Normal Schools be, and they are hereby authorized to tender to the State Board of Education the use of their respective plants for Summer Institute purposes under such regulation and restrictions as they may deem proper; and each of such Presidents is authorized, if he so elects, to operate for the account of the Normal Schools, and for the accommodation of those attending the Summer Institute, the boarding, laundry and dormitory departments of his school, provided the profits, if any, of such operation returned into the treasury of such school.

The report of the Secretary-Auditor, dated April 15, 1915, was read and ordered to be filed.

~~Mr. President~~ Russell offered the following resolution, which was duly seconded and carried.

RESOLVED That none of the funds coming under the control of this Board, whether as appropriations by the General Assembly or from the ~~appropriations~~ operations of any of the schools or from any other source shall be paid out of the treasury of the schools except on the order of this Board; Provided, however, that ~~this~~ resolution shall not apply to the payment of the ordinary current operating expenses of the school.

Mr. Hull moved that a committee of four, including the Secretary-Auditor, be appointed to confer with the presidents of the several schools, and prepare a report and schedule of salaries toward which the Board can work systematically for the future. This motion was duly seconded and carried, and the President of the Board thereupon named Messrs. King, Hull and Locker, and the Secretary-Auditor as the members of the said Committee.

It was moved and carried that the several reports of the Secretary-Auditor be referred to the last named special committee for report on the recommendations therein contained.

Mr. White reported that he and Mr. Mears had audited the accounts of the Secretary-Auditor, and found the same correct, and on motion, duly seconded and carried, the report of said auditing committee was accepted and adopted.

The Secretary-Auditor read a report embodying the suggestions of the special committee appointed to prepare a uniform system of books for the several schools. On motion duly seconded, and carried, said report was referred back to the same committee ~~xx~~ with directions to confer with the presidents of the several schools, and with power to adopt and put into effect the system of books determined upon by said committee.

On motion the meeting adjourned .

Secretary-Auditor.

Approved:

---