

MINUTES OF THE REGULAR ANNUAL MEETING OF THE VIRGINIA NORMAL SCHOOL BOARD held at Radford, Va. April 15th, 1916, after notice to all members of the Board.

Present, Judge Jno. W. Price, Vice-President, presiding.  
Messrs. Hull, Locker, King, Preston, Shewmake, White, Cooke and Russell.

The minutes of the Board meeting held January 15, 1916 were read and approved. The minutes of the meeting of the Legislative Committee of January 27th were read and approved. The minutes of the Executive Committee Meeting held March 25th were read and approved.

On motion of Mr. Hull and by an affirmative vote of a majority of the entire Board, Article X of the By-Laws was amended so as to read as follows:

ARTICLE X.

There shall be four regular meetings of the Board in each calendar year, one of which meetings shall be held at each of the four schools, if practicable.

One of the said meetings shall be held in the month of July, which shall be designated as the Annual meeting of the Board. This annual meeting as far as practicable and convenient shall be held at the several schools in rotation. The other meetings shall be held at such times and places during the year as the President may direct.

Notice in writing of the time and place for holding all such meetings shall be forwarded by the Secretary, through the mails, to each member of the Board, at least ten days before the time of meeting, unless, for some special reason, the President shall otherwise direct, in which case a shorter notice shall be deemed sufficient.

Judge Price made a report for the Radford Building Committee, which was ordered to be received and filed.

The following resolution having been offered by Mr. Russell was duly seconded and carried:

WHEREAS the Radford Building Committee has reported that it has entered into an agreement with The Longest & Tessier Co. for the erection by said company of the new building authorized for the Radford School at a cost within the appropriation made for that purpose, therefore

BE IT RESOLVED that the officers of this Board be, and they are hereby authorized to enter into a written contract with the said Longest & Tessier Company, carrying out the said agreement, and that the Building Committee be authorized to proceed with the work.

The Secretary-Auditor read a report from Mr. C. G. Price relative to fire insurance matters at the several schools. On motion, duly seconded, said report was referred to the committee on insurance.

On motion of Mr. Cooke, the question of conferring degrees was authorized by the amended act creating the Normal School Board was referred to the committee on courses of study.

The presidents of the four schools were requested to come in to the meeting.

Mr. George B. Russell moved that the election of officers and teachers for the ensuing year be taken up for the schools whose presidents are at this time ready to make recommendations, and that the election of officers and teachers at the other schools be deferred until the July meeting. This motion was seconded and carried.

The Chair appointed as special committees to report on the recommendations of the presidents of the schools the following: On the Radford School, Messrs. Hull, Preston and Locker, On the Harrisonburg School, Messrs. King, White and Shewmake, and on the Fredericksburg School, Messrs. Cooke, Russell & Price.

Inasmuch as the date of the annual meeting has been changed from April to July, it was, on motion, ordered that the election of the officers of the Board be deferred until the July meeting.

After a general discussion of the methods of operating the several summer schools and the terms on which the teachers in the summer schools are employed, Mr. Locker offered the following resolution which was seconded by Mr. Shewmake, and duly carried.

RESOLVED that it is the sense of this Board that the handling of the finances and contracts for the first six weeks of each of the summer schools be kept entirely separate and distinct from the finances and contracts for the regular sessions.

The Secretary-Auditor presented a written report showing the amount of his receipts and expenditures since the last annual meeting of the Board. On motion, duly seconded and carried, Messrs. Hull and Russell were appointed a committee to audit the accounts of the Secretary-Auditor.

It was moved, seconded and carried that the report of Mr. C. G. Price, Insurance representative, be received, and that the presidents of the several Normal Schools be requested to give consideration to the recommendations made in said report with authority to the President of the Radford School to put additional fire extinguishers in La Belle Inn, and authority to the presidents of the Farmville and Fredericksburg Schools to put in fire doors as proposed, and that the presidents of ~~xxxxxxxxxxx~~ all the schools be requested to have prepared and submit to the next meeting of this Board, plans for and estimated costs of, fire escapes for all three story buildings at their respective plants not already so equipped.

President Burruss asked instructions as to what insurance agent should handle the renewals of the insurance on the Harrisonburg building.

Mr. Hull moved that the president of each school be authorized to place the fire insurance on the buildings of his school through such agencies as the president might select, This motion was seconded and carried.

On motion of Mr. Cooke, duly seconded and carried, the action of the Board in adopting the foregoing motion was reconsidered.

Mr. Locker then moved that this, and all other matters relative to fire insurance on the several school plants be referred to the insurance committee, which motion was duly seconded and carried.

At the suggestion of Mr. Shewmake, the presidents of the schools retired from the meeting while he presented the following motion.

Mr. Shewmake thereupon stated that President Russell of the Fredericksburg School had been advised by his physician that it was important for him to have a complete rest, and moved that a leave of absence be granted to President Russell from this date until the end of the current session. this motion was seconded by Mr. King, and duly carried.

It was moved and carried that A. B. Chandler be directed to take charge of affairs at the Fredericksburg School, without additional salary, during the absence of the president, and make such reports to this Board from time to time as may be necessary.

It was moved, seconded and carried that Mr. Geo. B. Russell, as a special committee of one, be requested to go to Richmond and see if he can induce the Auditor to allow the Board to use the \$10,000.00 appropriated for completing the service building at Harrisonburg in advance of March 1st, 1917, so that this important work can be commenced at once.

Mr. Hull reported that the Auditing Committee had audited the accounts of the Secretary-Auditor from April 23rd, 1915, to April 15th, 1916, and had found the same correct. It was moved, seconded and carried that the report of the Secretary-Auditor be received and filed.

On the motion of Mr. Cooke reporting for the special committee on the election of officers and teachers for the Fredericksburg School, duly seconded and carried, the following officers and teachers were elected for the Fredericksburg School for the ensuing session at the salaries named.

E. H. Russell, President ... Salary .....	\$3,000.00
A. B. Chandler, Jr. reappointment, .....	2,200.00
W. W. Hamlet "	1,800.00
B. Y. Tyner "	2,000.00
Olive M. Hinman "	1,200.00
Virginia M. Coolrick "	1,200.00
Ethel Black "	900.00
Eula D. Atkinson "	1,100.00
Margaret E. Fraser "	1,200.00
G. M. Harrison "	1,400.00
Charlotte L. Peoples "	950.00
Mary S. Yates " one month off	704.00
Marion C. Forbes "	1,000.00
Dr. C. Mason Smith "	500.00
Mrs. Parke D. Carter " Board & Laundry self and child	600.00
Mrs. Mary B. Chew " Board & Laundry	370.00
Elizabeth Chesley "	900.00
Leon Clarke "	540.00
Lucy Saunders, Supervising Critic Teacher	1,100.00
Grace Houchen, Physical Education	900.00
Epsie Campbell, Household Arts	1,100.00
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	24,564.00

On motion of Mr. King, reporting for the special committee on the election of officers and teachers for the Harrisonburg School, duly seconded and carried, the following officers and teachers were elected for the Harrisonburg School for the ensuing session at the salaries named:

FACULTY.

HARRISONBURG - 1916 - 1917.

	Salary
Julian A. Burruss, President,	\$3,000.00
Wm. R. Smithey, Registrar, Mathematics	2,000.00
Mary I. Bell, Librarian, Phys. & Hygiene	1,000.00
C. J. Heatwole, Education & Psychology	1,800.00
Jno. W. Wayland, History & Social Science	1,800.00
James C. Johnston, Physics & Chemistry	1,800.00
Rachel E. Gregg, Sup. Training, Methods	1,500.00
Elizabeth P. Cleveland, English	1,200.00
S. Frances Sale, Sup. Rural Training & Ind. Art	1,200.00
Natalie Lancaster, Mathematics	1,080.00
Mary L. Seeger, Kindergarten & Primary Education	1,000.00
Margaret G. King, Geography & Rural Arts	900.00
Household Arts Science	900.00
" " Design, etc.	1000.00
Russell B. Shriver, " " Design, etc.	900.00
Ruth S. Hudson, Physical Education, Reading	900.00
Margaret V. Hoffman, Eng. & Foreign Languages	675.00
Frances I. Mackey, Manual Arts	585.00
Velma Moeschler, Household Arts, Chemistry	360.00
Edna T. Schaeffer, School Singing	135.00
Assistant in English	135.00
" Household Arts	150.00
Wm. H. Keister, Principal of Training School	337.50
Annie F. Cummins, Critic Teacher, Eighth Grade	400.00
Ethel Spilman, " " Seventh "	360.00
Vada Whitesel, " " Sixth "	400.00
Orra L. Bowman, " " 5th "	400.00
" " 4th "	400.00
Julia M. Charlton, " " 3rd "	400.00
Carolyn McMullan, " " 2nd "	400.00
" " 1st " (A)	400.00
" " " (B)	400.00
Rose Key, " " 5th " (B)	400.00
" " " Rural Grade	236.25

EMPLOYEES.

Julia T. Sprinkel, Treasurer	900.00
Mary L. Weiner, Stenographer & Clerk	600.00
Annie R. Dwyer, Clerk & Postmaster	480.00
R. Walker Lee, Janitor	480.00
Student Assistants in Library (3)	202.50
" " " Gymnasium	108.00
" " " Offices	108.00
Labor in Buildings, Furnace, Man, etc. (Estimated)	1,000.00
Labor on Grounds, Hauling, Repair Men, &c.	1,000.00

TOTAL PAY ROLL SCHOOL DEPARTMENT

\$33,104.25

On motion of Mr.Hull, reporting for the special committee on the election of officers and teachers for the Radford School duly seconded and carried, the following officers and teachers were elected for the Radford School for the ensuing session at the salaries named.

J.E.Avent, Education, 42 weeks	\$1350.00
W.E.Hibbert, History & Social Science	1600.00
Eleanor Terry, English, 9 months	1000.00
F.E.Baird, Music " "	1000.00
M.C.Denny, Modern Languages, Nature Study	1000.00
M.Ledge Moffett, Household Arts, 9 mos.	1000.00
E.A.Harrison, Mathematics " "	1000.00
Flora Bryson, Natural Sciences " "	1000.00
Blanche V.Bulifant (Supervision of Training) (School and Teacher of (Methods. )	.1100.00
Mary W.Montague (English History) (Academic Subjects )	825.00
Lillian Simmons (Drawing & Manual Arts)	900.00
----- (Physical Education) (Games and Recreations)	750.00
----- (Rural Education & ) (Rural School Problems)	.1500.00
J.P.McConnell, President	3000.00
Four Student Assistants (\$80.00 each)	320.00
Training School	1500.00
Extension Work & Demonstration by Faculty	150.00
Librarian	540.00

The amount of these salaries represents a total increase of \$975.00 over the salaries for the last year.

Mr.Hull reported that his committee recommended that Dr.McConnell be allowed the expense of heat, light and water at his home, and offered a motion to that effect, which was duly seconded and carried.

Mr.Geo. B.Russell moved that President Russell be authorized to purchase the Boulware lot adjoining the Fredericksburg School property at a price of \$350.00 provided the amount be paid out of money other than that appropriated by the Legislature.

Mr.Shewmake reported that the Committee on courses of study recommended that the full four year professional course be offered at the Farmville School for the next ensuing session, and that the degree of Bachelor of Science in Education be conferred on the graduates in this department from and after June, 1918.

On motion, duly seconded, the recommendation of the committee was adopted.

On motion the meeting adjourned.