

STATE NORMAL SCHOOL FOR WOMEN

HARRISONBURG, VA.

June 30, 1917.

The Honorable, The Virginia Normal School Board;

Gentlemen:

As directed by the by-laws of the Board, I have the honor to submit the following report of the operation of this institution for the eighth year, ending June 30, 1917, together with certain recommendations. It is intended that this report shall refer in only a very general and brief way to matters which have been covered in detail in previous reports submitted during the year.

#### GROUNDS

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Almost no work in the way of permanent improvement has been done on the grounds during the past year, there being no funds for this purpose. The campus is much in need of improvement. For lack of drainage tile the ground is washing badly in some places, and the buildings are not properly protected from water. The unsightly condition of the grounds around the new dormitory building should be remedied as soon as possible, but this will necessitate considerable filling and seeding for grass. A suitable roadway to this building is badly needed to facilitate the hauling of fuel and other traffic. The section of the campus between the dormitories and the street needs much attention, as at present one must get a very unfavorable impression from the front of the property. In the near future a large number of shade trees and a large amount of shrubbery should be planted, as unfortunately the school grounds are badly in need of these. As soon as practicable granolithic walks should replace the board walks, which are constantly requiring repairs, and which at best are unsightly and dangerous.

#### BUILDINGS AND EQUIPMENT

During the year the upper floor of the Service Building has been completed, together with the elevator and stairway to the basement of said building. A considerable amount of kitchen equipment has been installed. The dining-room, kitchen, and pantries were moved to their new quarters in November, and the new arrangements have proved very satisfactory. Additional equipment is needed in this department and should be provided as promptly as possible. The first floor and basement of the Service Building and the basement of the Dining-Hall Building should be completed as early as possible, as the additional space is badly needed for classrooms and other necessary purposes. This calls for a special appropriation, and estimates of cost will be furnished in due time.

The new dormitory building was completed in May. The second floor was occupied at the opening of the spring quarter about the middle of March. The building has been finally accepted by the Building Committee and the last payment has been made to the contractors. The appropriation made for building and equipment was not exceeded. The building is well built and is a handsome addition to the plant.

The general heating plant has been greatly improved by the addition of a boiler. A temporary iron stack had to be erected to accommodate this new boiler and the placing of the boiler has greatly crowded the boiler-room. It was, however, undoubtedly a necessity, and the present arrangement should be considered as merely temporary in character. A

permanent heating and power plant should be erected as early as possible, as it would prove a measure of economy in maintenance. Estimates of cost of such a plant will be submitted later.

Moving the dining equipment from the basement of Dormitory No. 1 has left the space there available for classroom use. It has been so used, but no remodelling and renovating has been done to it and this is very badly needed and would not cost a great amount.

The buildings are, for the most part, in good condition. Some portions of the exterior woodwork and tin roofs should be painted for protection. The interior of the Science Hall needs general repairs. There are also some urgent special repairs of a minor nature, which can be attended to in the ordinary course of the coming year's work.

Perhaps the greatest single need of the school in the way of buildings and equipment at present is a more adequate laundry. The laundry in use is totally unequal to ordinary demands and under the increased pressure of the summer school the conditions are almost unbearable. The need for a permanent laundry of ample size cannot be too strongly impressed. The estimated cost of such a building and equipment will be reported at the proper time.

#### NAMING OF BUILDINGS

For reasons of convenience as well as of sentiment it seemed to the faculty advisable to designate the various buildings of the school by name. After careful consideration it was decided that the best plan would be to adopt a general scheme of naming which would be both systematic and significant as regards this particular section of the State. It was also decided that the name of no living person should be used. Accordingly a list was prepared, containing the names of a large number of men of historical and educational prominence, who were connected in some intimate way with this section of Virginia. This list was submitted to a vote of the faculty, the students in attendance, and the alumnae present at the Commencement, about four hundred voters in all. The result of the vote was as follows:

1. The Science Hall to be named "Maury Science Hall", in honor of Matthew Fontaine Maury, scientist, author, and educator, who taught and studied in the Valley of Virginia.
2. The Dining Hall to be named "Harrison Hall", in honor of Gessner Harrison, educator and author, chairman of the faculty at the University of Virginia, who was born in Harrisonburg.
3. The second dormitory to be named "Ashby Hall", in honor of General Turner Ashby, Confederate cavalry leader, killed near Harrisonburg.
4. The third dormitory to be named "Spottswood Hall", in honor of Alexander Spottswood, soldier, statesman, explorer, Governor of Virginia, who led the Knights of the Golden Horseshoe across the Blue Ridge into the then unknown West.
5. The Cottage to be named "Cleveland Cottage", in memory of Miss Annie V. Cleveland, who died December 19, 1916. Miss Cleveland had been a member of the faculty of the school since its opening, and had always lived in this building. This vote was unanimous, as might have been expected from the intimate association of Miss Cleveland with this house, and the warm affection in which she was held by the students and her associates in the faculty.

The naming of the first dormitory was deferred for good reason until the next Commencement.

It is hoped that this system of naming and the names selected will receive the official sanction of the Board.

## FACULTY

The faculty organization is shown in the annual catalog. The work of the faculty during the past year has been up to the usual high standard. Its members have been ever ready to respond to calls made upon them and have served in season and out wherever they might be of help to the educational interests of the State. They have taken, in most cases, active part in public affairs and have led movements of various kinds for the public welfare. A number of centers have been established in various sections of the country surrounding the school, and here the people of the several communities have been gathered together for various beneficial purposes. Members of the faculty have delivered addresses at various points before high schools, teachers' meetings, civic leagues, housewives' and farmers' organizations, etc. Members of our faculty have been particularly active this spring as leaders in the work of the Red Cross and Counsel of Safety. Their services in this connection have been in much demand, and the school has been the center for such work in this section. A high-grade quarterly magazine is issued regularly, without expense to the school, and this has contained professional and technical articles of considerable merit from members of our faculty and others.

The following changes are recommended for the coming year:

1. On December 19, 1916, Miss Annie V. Cleveland died. Miss Cleveland had been a member of the faculty since the opening of the school, and her influence over the students had been decidedly helpful and wholesome in every way. She gave a great deal, and asked little in return. She is sadly missed by all connected with the school, as all loved and honored her and sought frequently her wise counsel and help. Her work can be cared for by other instructors and a student-assistant in English.

2. Miss Gertrude Button, instructor in household arts, resigned her position in April in order to accept a position as Home Demonstration Agent in another section of Virginia. It is recommended that her position, as such, be not filled, but that the classes formerly taught by her be consolidated with the work of other instructors in the department.

3. It is recommended that Mr. R. B. Shriver, instructor in domestic art and design, be dropped; and that in his place, to do the work formerly done by him and by Miss Button, in part, be appointed Mrs. Carrie B. McMichael, of Macon, Mississippi. Mrs. McMichael holds the A. B. degree from the Female Institute at Jackson, Tennessee, and the B. S. degree from Peabody College. She has also completed a trade course in dressmaking at a Philadelphia institution, and has done special work at the Industrial Institute and College, Columbus, Mississippi, at the University of Chicago, at Chautauqua, New York, and at Vanderbilt University. Her teaching experience has been long and successful, and she appears to be excellently qualified both by personality and preparation for this work.

4. Miss Margaret G. King, instructor in Geography and Rural Arts, having resigned, it is recommended that Professor Paul R. Little, of Hagerstown, Maryland, be appointed to the vacancy. Professor Little holds the B. S. degree from the Maryland Agricultural College, and has done special work at the University of Minnesota. During the past five years he has been an agricultural director in Minnesota, and here he has achieved much success not only as a teacher but also as a practical farm director and adviser to farmers.

5. Professor C. J. Heatwole returning from his leave of absence makes it unnecessary to retain the services of Miss Agness B. Strubling, who has acted very satisfactorily as assistant in Education and English during the past year.

## STUDENTS

The enrolment of students during the past year has been in excess of the preceding year, their work has been very satisfactory, and the health record has been unusually good. Parents have cooperated splendidly with the school, and numerous letters have been received from them praising in the highest terms the work of the school and its influence over their daughters. All such testimonials have come entirely unsolicited.

Full statements concerning the organization and government of the students, and the physical, social, and religious phases of student life, are given in the annual catalog. The various student activities have flourished during the year, a most creditable student annual has been published, and the public programs and Commencement exercises were meritorious. During the spring groups of students did valuable service in connection with the Red Cross movement, many of them are actively engaged in the work this summer, and a number have volunteered as dietitians and assistant nurses. Substantial contributions were made to the Red Cross fund.

A directory of students is published in the annual catalog, together with a list showing the occupation of the alumnae. Besides these full graduates, many hundreds of others have gained teachers' certificates of various grades, so that at present there is hardly a county or city school system in Virginia which does not include a teacher trained at this institution. A reading of the alumnae list will disclose the fact that practically every graduate of the school is now teaching or is married. Excellent reports have come from all sections of the State concerning the work of our girls, in every grade of work from the kindergarten thru the high school, and in positions as principals, home demonstration agents, and other special lines of work. The school has never been able to supply all the calls made upon it for teachers, and the increasing number of calls each year leads to the belief that our work is being recognized more and more highly thruout Virginia. A number of our graduates have gone to higher institutions and have made enviable records.

The enrolment of students during the past year has been as follows:

Summer Quarter, 1916.....	607
Regular Session, 1916-17.....	289
By Classes (or Years):	
Freshmen(3d-year High School).....	14
Sophomores(4th-year High School).....	45
Juniors (1st-year Professional).....	104
Seniors (2d-year Professional).....	73
Partial and Irregularly Classified.....	53
By Courses:-	
Preparatory.....	59
Kindergarten-Primary Professional.....	50
Intermediate-Grammar Professional.....	39
High School Professional.....	41
Household-Industrial Arts.....	64
Irregularly Classified.....	53
Graduates in June, 1917.....	50
Total Full Graduates to Date.....	365
Total Number of Different Students that have attended the School to Date.....	3,573

## COURSES OF INSTRUCTION

The various courses offered by the school are outlined in the annual catalog, together with an explanation of the entrance requirements, and certificates and diplomas awarded. Our courses for the coming year have been greatly improved. Opinions from leading educators justify the belief that the advantages offered at the institution are now the equivalent of those to be found at any institution of equal resources, and superior to most such institutions. Every step that has been taken, and every change that has been recommended in the faculty and in the course programs, has been with a view to improvement and greater efficiency, to the end that the school may serve the State in a better way.

During the past year the students have been well distributed in the various courses. The number of professional students has been gradually increasing, and the number of students entering with less than three years of high school preparation has been reduced to very small proportions. Attention is called to the very large number of our students specializing in the courses in household and industrial arts. This number has steadily increased every year. A good number of students have signified their intention of returning for the third year of the four-year advanced course next session.

## TRAINING SCHOOLS

The plan of cooperation with the city and county for the use of certain schools for training school purposes has continued quite satisfactory during the past year. Our chief dependence is naturally upon the city schools. We have worked long and faithfully to bring the various grades up to the highest standards, and believe we have met with success. There are still obstacles to be overcome, and there is an element of uncertainty always present, due chiefly to the fact that the city authorities are still somewhat slow to recognize the good that is done by our efforts and are rather quick to find fault; but the situation is greatly improved over former years, due largely to the great tact and efficiency of Miss Gregg, the director of the training work. One of the main difficulties we have to face is in getting the city school authorities to pay sufficiently large salaries to hold the teachers we have trained for the work. We are constantly losing valuable teachers from the Training School because the local school board is unwilling to pay a few more dollars per month to retain them. The election of a new superintendent in the county improves the situation very much as regards the training facilities afforded in rural schools.

## BOARDING DEPARTMENT

The outstanding feature of the boarding department during the year has been the great improvement in the preparation and serving of meals. I cannot commend too highly the most efficient service rendered by Miss Hannah B. Corbett, the school dietitian. By her shrewd business management and constant attention to her work she has not only kept within the amount allowed for the maintenance of her department but has actually made up a portion of the deficit left from former years. At the same time the quality of the table fare has been greatly improved. This seems a most remarkable accomplishment in view of the greatly increased cost of all food supplies with no corresponding increase in the amount collected for board. As a result of this it may be said with confidence that the deficit in this department will soon be eliminated entirely.

X Dr. T. C. Firebaugh, who has been School Physician for the past eight years, has received his commission as Captain in the Medical Corps of the army and has been called to duty. He has rendered very efficient service to the school and the exceptional health record which we have maintained has been due very largely to his vigilance and ability on the preventive side. It is recommended that Dr. J. H. Deyerle, a physician and surgeon of recognized ability, be appointed School Physician for the coming year, on practically the same terms as formerly, but with the following change in method of payment. The School Physician has examined all students at the beginning of each session, not only to protect the school from admitting a case of dangerous disease, but also to protect the young women themselves from entering upon a hard course of study when physically unfit. These physical examinations are also necessary in order that proper forms of gymnastic exercises may be prescribed. The School Physician has also made it his duty to inspect the school premises with a view to the maintenance of sanitary conditions and the suppression of pests. For these general services he has received no compensation whatever, neither has he received anything for consultations and directions given the Matron in handling minor cases of sickness. When necessary to summon him for cases demanding the attention of a physician, he has rendered a bill to the student concerned, charging at about one-half of the usual professional fees. It is recommended that this plan be modified to this extent, namely, that the bills be presented to the school and paid out of the fund derived from medical fees. It is believed that in this way the cost to the school and the students will be reduced to a minimum; but should it be found that the amount is too large, the arrangement can be changed (say, at the end of the first quarter) and a salary substituted instead.

In order to secure greater efficiency in the management of the boarding department, it is recommended that the following changes be made:

- X 1. That the position of Matron be abolished, and that the work formerly done by her be assigned to other officials. The supervision of servants and everything on the housekeeping side can be handled by Miss Corbett, the dietitian, and placing all servants under the direction of one official will thus remove friction which usually arises from divided authority.
- X 2. That a trained nurse be employed to care for the sick under the directions of the School Physician. For this position I would recommend Miss Ethel Godfrey, R. N., of Athens, Georgia, a graduate of Charing Cross Hospital, London, England, who has had about ten years experience in general practise in South Carolina, and two years as resident nurse in Chicora College for Women. During the past two years she has been in a similar position at the State Normal School, Athens, Georgia, and the Crawford Long Infirmary at the University of Georgia.
- X 3. That Miss Natalie Lancaster, instructor in Mathematics since the opening of the school eight years ago, be made Social Director of the dormitories, having charge of the general management of the students in their school life. Miss Lancaster, by reason of her personality and experience is well qualified for such work. She has been adviser to the Student Government Association since its establishment several years ago, and has been adviser to the Young Women's Christian Association since the beginning of the school. She is held in the highest regard by the students and no one could have a better influence over them. Assuming these duties would necessitate her giving up about one-half of her classwork, which could be taken by Mr. Dingleline, the other instructor in mathematics, together with a student-assistant.

#### LAUNDRY

The most difficult problem we have had to face is as regards the

school laundry. The present laundry was equipped the first year of the school with the expectation of handling the needs of 100 persons. During the regular session it is overtaxed 150%, and during the summer session it is being overtaxed 278%. The little machinery we have was cheap to begin with as the laundry was looked upon as a temporary makeshift for about two years use. The overstrain upon it has practically worn it out so that repairs have to be made almost every day, and it is difficult to see how we can get thru another session without a complete collapse. Moreover, the small building is so crowded that it is impossible to work more employees, and in summer the heat is almost unbearable. During the regular session it is frequently necessary to work at night, and during the summer session it is in operation almost every night. I must urge the attention of the Board to this condition as it is really serious, the laundry being an indispensable part of the school equipment.

#### AGRICULTURAL DEVELOPMENT

The school has on its property two small old orchards and a small young orchard, a small poultry-yard, and an area devoted to small garden plots cultivated by the students for vegetables and flowers. It has been our aim to put enough of the grounds under cultivation to furnish practical demonstrations in agriculture to the students, to develop in them the proper attitude to and a fair knowledge of the life and work of the farm, and to thus prepare them for teaching and living in the country. The school possesses a fair equipment of garden tools, a canning outfit, two hives of bees, a small incubator, a giant incubator, and several brooding-houses. During the past year more land than ever before has been put under cultivation, in line with the general spirit of food production and conservation now prevailing. All of this has its commercial bearing on the boarding department of the school. The product from these various sources can be multiplied many times under proper supervision, and it is believed that this can be secured with the appointment of the new instructor in agriculture. It seems advisable to cultivate as large a portion of the property as possible for the production of such articles of food as may be used in the boarding department, to make provision for canning in considerable quantities, and to develop poultry-raising and bee-culture to such an extent as to make them revenue producing.

#### SUMMER SESSION

The summer session has come to be much the largest as also the most intensive part of the year's work. The plan of this institution in offering a full summer's work has been amply justified by the increased attendance from year to year. In the term beginning June 11 of this year, the school has already enrolled 686 students, and this number will be increased to considerably over 700 before the end of the session. As the number was about 150 more than we had anticipated we found ourselves greatly overcrowded. For obvious reasons boarding accommodations in the city have been difficult to get this year, at rates sufficiently low to meet the requirements, hence we endeavored to crowd as many as possible into the dormitories and dining-hall. The normal capacity of the dormitories and dining-hall as regularly equipped is 211. We are now lodging 263 and feeding 378, an excess in the dormitories of 25% and in the dining-hall of 79% over ordinary capacity.

This made it necessary to buy a large amount of extra equipment, chiefly beds, bedclothing, dining-tables and table-ware; and purchases

had to be made on exceedingly short notice, in some cases by telegraph. All of this equipment is of the same grade as the other furniture and can be used for many years in the summer terms and in future enlargement of the dining-hall and dormitories. It is confidently believed that all of it can be paid for out of the profits of the boarding department for the summer term. It is considered a measure of economy to secure permanent equipment in this way without any actual cost to the school so far as its regular funds are concerned, and obviously to increase the number of boarders increases the profits derived from the boarding department. A full report of the finances of the summer term will be submitted as soon as possible after the business of the term is closed, and of course the auditor will check all these accounts just as he checks the regular session accounts.

### FINANCES

The expenses of students at the school are explained in full in the annual catalog, as are also the various sources of financial assistance which we are able to offer them. The expenses at the State Normal Schools are lower than those at any other school for young women in Virginia. Again, the expenses are far below those charged young men at the State educational institutions, to say nothing of other types, yet much more must of necessity be furnished young women in the way of board. Moreover, at the normal schools for women the boarding departments are maintained on a strictly self-supporting basis, whereas in the case of some at least of the State institutions for young men the boarding department has been subsidized from State appropriations. There can be no doubt in the mind of one who studies the situation in an unbiased way, that our normal schools are administered in a more economical manner than any institutions conducted by the State; and certainly no institutions are returning as much per capita to the State in the value of service performed by the output.

Because of the greatly increased cost of living and the comparatively low salaries paid our instructors it is becoming difficult to hold the ablest of them in the work. A majority of the members of our faculty are receiving exactly the same amount of salary that they received when they came to the school, in some cases eight years ago; while the cost of living in Harrisonburg as elsewhere has greatly increased. Under the circumstances it is felt that the next General Assembly should be asked to increase the appropriation for support sufficiently to grant a general increase in all salaries at the school. A great many business establishments and public service corporations have made general increases for their employees and workers along all lines are demanding more remuneration. It appears reasonable and logical to expect that professional men and women, experts and specialists such as we employ, should be paid more under present conditions of living. A general increase in salaries is of course out of the question with our present income, and it is hoped that it will be materially increased during the coming year.

Appended hereto is a statement from the Treasurer of the school showing the receipts and disbursements for the fiscal year ending June 30, 1917, and a statement of the State Students' Loan Fund for the same period. Attention is asked to the following items:

(1) The loans for the completion of the new dormitory have been repaid in full.

(2) The amount borrowed from the summer school funds is to be repaid during August and September from the support funds. This is a mere temporary expedient similar to that of last year, tho the amount is much smaller than that of last year.



(3) The music and expression departments show a net profit of \$523.01 for the year after paying the teachers and for the upkeep of the equipment.

(4) The boarding department shows a net profit of \$867.78, and this amount is in reality larger because of the large amount of bills brought over from the preceding year and paid during the past year. This showing is considered worthy of note because of the greatly increased cost of food supplies with no increase in the charge for board.

(5) The supply-room shows a profit of \$1,106.46, or deducting the salary of the clerk in charge, most of whose time is taken up with managing the supply-room and whose salary is included under the head of "Employees", the net profit from this source is \$626.46. The cost of supplies has greatly increased during the past year, but we have tried to keep the prices charged to students down to as low figures as possible.

(6) Commenting on the disbursements in the "School Department" it may be noted that the following accounts are below the preceding year: Salaries amounted to \$1,112.24 less; Printing and Advertising to \$620.61 less; Office Expenses to \$53.48 less; Traveling Expenses to \$182.95 less; and Library to \$428.43 less. On the other hand there was an increase of \$495.49 in Employees; of \$146.41 in School Supplies; of \$499.61 in Heat, Light, and Water; and of \$695.70 in Insurance. Other items are practically as in the preceding year. The increase in account of employees is not due to increased salaries but to increased wages paid for day labor. The increase in the cost of supplies is for obvious reasons. The increase in the cost of heat, light, and water is partly due to the increased cost of fuel, but more largely to the fact that one-fourth of the cost of these is now charged to the School Department whereas in the preceding year only one-fifth was so charged. Insurance is in the nature of a fixed charge not easy to regulate, but it may be explained that the new building has increased the normal amount for the year to a great extent. The decreases noted perhaps need no explanation; yet attention may be called to the fact that some success has been attained in reducing certain overhead charges of administration in the interest of economy. Cutting down such items as Printing and Advertising 41%, Office Expenses 12%, and Traveling Expenses 44%, is a source of gratification because the more important items have been saved and the efficiency of the school maintained.

(7) As regards the "Home Department", the following comparison is presented:

<u>Disbursements for:</u>	<u>1915-1916</u>	<u>1916-1917</u>
Salaries	\$2,151.83	\$1,923.00
Wages	2,766.79	2,402.69
Laundry	3,735.52	3,268.34
Equipment; Supplies	595.28	971.53
Table	20,119.99	15,954.97
Heat, Light, Water	3,199.48	3,370.94
Room Rent	1,244.90	598.98
<u>Total</u>	<u>\$33,813.79</u>	<u>\$28,490.45</u>
<u>Receipts for the same periods</u>	<u>28,869.70</u>	<u>29,358.23</u>
Deficit in 1915-16	\$ 4,944.09	
Surplus in 1916-17		\$867.78

From the above comparison it will be seen that substantial decreases have been effected in all items except "Equipment, Supplies" and "Heat, Light, Water". The increase in the former account is due to the additional equipment necessary in moving into new quarters; and in the latter to opening the new service building and new dormitory, which naturally increased the amount of fuel and electric current used. The showing seems gratifying in view of the adverse conditions faced the past year.

A statement of the Building Fund for the past year is appended. This fund has been completely disbursed.

A budget of estimated receipts and disbursements for the ensuing year is presented at the end of this report. Market conditions are so uncertain now that it is difficult to estimate with accuracy, but the budget will give some idea of what may be expected.

#### GIFTS TO THE SCHOOL

In most cases without any solicitation whatever on our part, a considerable number of valuable gifts have been presented to the school. Among these may be mentioned as being particularly useful the following scholarships and loan funds:

- (1) The Alumnae Fund, contributed by the graduating classes of the past seven years, and now amounting to a fairly large sum.
- (2) The Caroline Sherman Fund established by the Fairfax County Chapter of the Daughters of the American Revolution.
- (3) The Franklin Sherman Fund, contributed by members of the family of the late Captain Franklin Sherman, of Fairfax County.
- (4) The Heironimus Scholarship, contributed by the S. H. Heironimus Co., of Roanoke.
- (5) The Daughters of the Confederacy Scholarship, established by the Virginia Division of the United Daughters of the Confederacy.
- (6) The Agnew Industrial Scholarship, established thru the efforts of Miss Ella G. Agnew, Home Demonstration Agent.
- (7) The Student Association Scholarship, established by the student-body.
- (8) The Annie Cleveland Fund, established by the Young Women's Christian Association of the school.

A large number of articles of historical interest have been contributed to the school as the nucleus of a school museum; and a large number of books have been donated from time to time to the school library.

During the past year, there has been acquired without any cost to the school whatever:

- A complete dictaphone outfit valued at \$225;
- A complete motion-picture outfit valued at \$300;
- Plaster casts of famous works of art valued at \$300.

Several other gifts have been made, to the chemical laboratory and to other departments.

#### IDEALS OF THE SCHOOL

The ideals which we have sought in conducting the school are set forth in as nearly definite terms as possible near the front of the annual catalog. We have made every effort to maintain high standards in every phase of our school's activities. We are frequently told of the splendid spirit for service which has been displayed by young women who have been sent out from the school. This is the best indication of the permanent value of our work.

No immoral conduct has marred the good reputation of our school, and it is confidently believed that the moral and spiritual tone of the student life here will compare favorably with that at any public or private, state or church, school. Practically all of our students are regular attendants at Sunday school and church services. The Young Women's Christian Association is in flourishing condition, and the religious life of our students is of the best. Because of statements sometimes made by purposely uninformed or prejudiced individuals, it is well to direct attention occasionally to these matters. In a book recently published by Judge Clarence Wood of New York a comprehensive and thorough survey is made of Bible study in the schools of America, and a

large amount of space is devoted to our school and the work it has accomplished along this line. We are pleased to have such commendation from so high an authority.

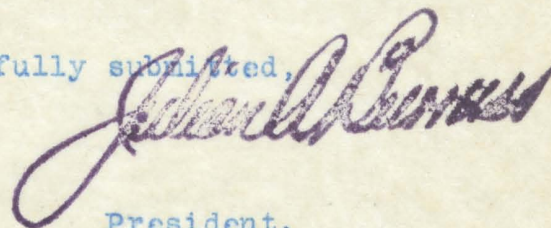
It is the determination of our faculty to work to the utmost to give the State full return for the investment made in this institution. We are seeking to give practical courses which will fit practical young women for practical work in a practical world. At the same time we are endeavoring to inspire in them the loftiest ideals. It is our boast that so far as we have been able to learn no student has ever been forced to leave our school before finishing her course purely because of a lack of financial means--wherever such need has been made known to us a way has been found to help.

#### CONCLUSION

In concluding this annual report I desire to bear testimony to the faithful work of all the regular employees of the school.

I wish also to express the appreciation of myself and of my colleagues for the encouragement and support given us by the Board and for the assistance rendered by the Secretary-Auditor, all of which has been very gratefully received.

Respectfully submitted,



President.

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ANNUAL FINANCIAL STATEMENT  
OF THE STATE NORMAL SCHOOL FOR WOMEN AT  
HARRISONBURG FOR YEAR ENDING JUNE 30, 1917.

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Balance on hand July 1, 1916.....\$ 2,654.34

Receipts--School Department:

Appropriation for Support.....	\$	39,999.96
Special Appropriation for Buildings..		45,000.00
Special Appropriation for Loan Fund..		400.00
Amount of Notes on account of Special Building Fund.....		10,500.00
Special Building Fund as received from Other Sources.....		214.04
Students' Loan Fund (Notes Repaid)...		617.54
Registration Fees.....		2,155.50
Tuition Fees.....		1,312.00
Music Fees.....		1,286.00
Expression Fees.....		150.50
Other Fees.....		1,080.03
Interest.....		.50
Entertainments.....		18.16
		\$102,734.23

Receipts--Home Department:

Board.....	\$	29,641.39
Medical Fees.....		48.48
Supply Room.....		4,661.63
Sundries.....		151.53
		\$ 34,503.03
		\$137,237.26

Amount borrowed from Summer School Funds.....\$ 3,000.00

\$142,891.60

Disbursements--School Department:

Faculty.....	\$ 27,540.61	
Employees.....	5,424.11	
Expense of Trustees.....	515.69	
School Supplies.....	1,727.17	
Heat, Light, Water.....	1,280.30	
Printing and Advertising.....	896.35	
Office Expenses.....	397.95	
Traveling Expenses.....	233.78	
Library.....	332.30	
Students' Loan Fund.....	1,159.00	
Interest.....	145.00	
Refunds and Loans Repaid.....	14,979.90	
Buildings.....	48,762.82	
Repairs.....	1,979.02	
Equipment.....	1,562.83	
Insurance.....	1,376.90	
Entertainments.....	1,489.49	
	<u>          </u>	
	\$109,803.22	

Disbursements--Home Department:

Salaries.....	\$ 1,923.00	
Wages.....	2,402.69	
Laundry.....	3,268.34	
Equipment, Supplies.....	971.53	
Table.....	15,954.97	
Heat, Light, Water.....	3,370.94	
Infirmary.....	50.31	
Supply Room.....	3,555.17	
Refunds.....	283.16	
Sundries.....	58.76	
Room Rent.....	598.98	
	<u>          </u>	
	\$ 32,437.85	\$142,241.07

Balance on hand July 1, 1917.....\$ 650.53  
\$142,891.60

## STUDENTS' LOAN FUND ACCOUNT

Balance on hand July 1, 1916.....	\$	338.33	
State of Virginia, Appropriation.....			400.00
Loans repaid, with Interest:			
Marian Chalkley.....	\$	53.33	
Pareeza Coleman.....		9.00	
Callie Coppedge.....		60.43	
Zena Crone.....		20.00	
Elise Dodson.....		101.23	
Emily N. Edwards.....		.18	
Lillian Elliott.....		51.44	
Alice Gilliam.....		54.58	
Xenia Holmes.....		53.18	
Nancy Hufford.....		26.00	
Marie Kahmer.....		46.80	
Harvey Mays.....		10.60	
Lucile McLeod.....		23.80	
Elizabeth C. Pettus.....		20.00	
Virginia C. Ridenour.....		5.00	
Mary E. Scott.....		20.00	
Edna M. Shaw.....		.67	
Rosa M. Tinder.....		24.50	
Nan Wiley.....		8.80	
Flossie Winborne.....		28.00	
			\$ 617.54
			<u>\$1,355.87</u>
Loans made, at 4% Interest:			
Beulah Anderson.....	\$	25.00	
Angelyn Alexander.....		48.00	
Olive R. Cole.....		30.00	
Mattie Duncan.....		100.00	
Emily G. Eley.....		25.00	
May Fitzpatrick.....		100.00	
Mary Anderson Gilliam.....		100.00	
Audrey Girard.....		8.00	
Mary S. Glassett.....		66.00	
Bessie Keeton.....		30.00	
Elizabeth Lam.....		50.00	
Ruth Marshall.....		28.00	
Elizabeth Mowbray.....		50.00	
Irene Norwood.....		93.00	
Mae Norwood.....		100.00	
Luna Saunders.....		50.00	
Mary E. Scott.....		59.50	
Edna M. Shaw.....		10.00	
Minnie Shaw.....		25.00	
Marguerite Shenk.....		71.00	
Nettie Shiflett.....		15.00	
Teresa Via.....		75.50	
			\$1,159.00
Balance on hand July 1, 1917.....	\$		<u>196.87</u>
			<u>\$1,355.87</u>

COMPLETE STATEMENT OF BUILDING ACCOUNT--SERVICE BUILDING

Paid to:

Bucher & Son, on previous contract	\$ 5,450.27
"    on later contract	4,425.09
"    for safety device on elevator	20.00
Chas. M. Robinson, Inc., architect's fees	66.37
Furr Brothers, electrical work	36.00
Southern Railway Co., freight on electric fixtures	2.27
	<hr/>
	\$10,000.00

<u>Received:</u> State Appropriation	<u>\$10,000.00</u>
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COMPLETE STATEMENT OF BUILDING ACCOUNT--DORMITORY NO. 3

Paid to:

Bucher & Son, on original contract	\$30,995.00
"    on contract for water-line	445.00
"    on account of extras	1,271.80
Chas. M. Robinson, Inc., architect's fees	1,613.34
Miller & Rhoads, Inc., steam system	400.00
S. H. Guza,	100.05
B. & O. Railway Company,	83.32
Thomas Plumbing & Heating Co."	980.94
S. B. Sexton Stove & Mfg. Co."	384.33
F. L. Patterson & Company,	296.00
The Fearless Company,	290.00
Wrought Iron Range Company,	117.46
Southern Railway Company,	19.61
City Fuel & Feed Company,	4.20
Lytton Mfg. Company,	67.50
Bucher & Son,	28.50
John R. Saum,	60.20
Southern Express Company,	.92
Adams Express Company,	.70
Wm. B. Dutrow Co., Inc., furniture and furnishings	1,785.37
Coiner Furniture Company,	997.60
Bridgewater Mfg. Company,	114.40
Southern Stamp & Stationery Company, door-plates	9.44
Southern Railway Co., freight on electric fixtures	3.36
	<hr/>
	\$40,069.04

Received:

State Appropriation	\$40,000.00	
Miscellaneous	69.04	
		<u>\$40,069.04</u>

BUDGET FOR 1917-1918

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School Department

	From State Appropriation	From Miscellaneous Sources as indicated		
Faculty--Regular	\$28,068.00	\$812.50	\$812.50	Smith-Hughes Fund
Music		900.00	1,200.00	Music Tuition
Expression		113.00	150.00	Expression Tuition
2d Summer Term		600.00	600.00	2d Sum. Term "
Employees	5,432.00			
Expenses of Trustees	550.00			
School Supplies--Lab'y		1,000.00	1,000.00	Laboratory Fees
Gen'l		800.00		
Heat, Light, Water	1,800.00			
Printing, Advertising	1,000.00			
Office Expenses	400.00			
Traveling Expenses	250.00			
Library		600.00	600.00	Regular Tuition
Students' Loan Fund		1,246.87	196.87	On hand 7/1/17
			650.00	Repayments
			400.00	Spec. Appropri'n
Refunds		137.00		
Repairs	1,400.00			
Equipment	1,000.00			
Insurance	100.00			
Entertainments		1,500.00	2,100.00	Registration Fees
	<u>\$40,000.00</u>	<u>\$7,709.37</u>	<u>\$7,709.37</u>	

Home Department

	From Board Receipts	From Miscellaneous Sources as indicated		
Salaries	\$ 2,523.00			
Wages	2,800.00			
Laundry	3,500.00			
Equipment, Supplies	1,000.00			
Table	23,000.00			
Heat, Light, Water	5,000.00			
Infirmary		\$700.00	\$700.00	Medical Fees
Supply Room		4,000.00	4,600.00	Supplies Sold
Refunds	277.00			
Sundries		100.00	100.00	Sundries
Room Rent	500.00			
Balance		1,250.53	650.53	On hand 7/1/17
	<u>\$38,600.00</u>	<u>\$6,050.53</u>	<u>\$6,050.53</u>	



SALARY LIST FOR 1917-18

<u>Faculty</u>	<u>Months</u>	<u>1916-17</u>	<u>1917-18</u>
Alan A. Burruss, President	12	\$3,000	\$3,000 ✓
550 William T. Sanger, Registrar, Psychology	10½	1,575	1,850 ✓
70 Mary I. Bell, Librarian, Physiology & Hygiene	10½	875	875 ✓
• Cornelius J. Heatwole, Education	9	1,800	2,000 ✓
300 John W. Wayland, History & Social Sciences	9	1,800	1,800 ✓
300 James C. Johnston, Physics & Chemistry	9	1,800	1,800 ✓
300 Rachel E. Gregg, Director of Training School	9	1,500	1,500 ✓
150 Elizabeth P. Cleveland, English	9	1,200	1,200 ✓
150 S. Frances Sale, Household Arts & Rural Educ'n	9	1,200	1,200 ✓
250 Natalie Lancaster, Mathematics	10½	630	525 ✓
150 Mary L. Seeger, Kindergarten & Primary Educ'n	9	1,000	1,000 ✓
50 Paul R. Little, Biology & Rural Arts	10½	1,050	1,312½ ✓
150 Pearl P. Moody, Domestic Science	9	835	1,000 ✓
150 Carrie B. McMichael, Domestic Art	9	1,000	962 ✓
100 Ruth S. Hudson, Physical Education & Reading	9	900	900 ✓
100 Margaret V. Hoffman, Foreign Languages, English	9	900	900 ✓
180 Frances I. Mackey, Manual Arts	9	675	720 ✓
180 Edna T. Shaeffer, School Music	9	360	360 ✓
450 Raymond C. Dingleline, Mathematics	9	450	540 450 ✓
50 Clyde M. Overbey, Writing	9	(252)	252 198.40 ✓
40 Charles W. Devier, Assistant in Chemistry	12	300	300 420 ✓
100 William H. Keister, Principal of Training School	9	150	150 ✓
100 Lillie B. Bishop, 1st Grade Critic Teacher	9	400	400 ✓
100 Margaret F. Rogers, " " " "	9	400	400 ✓
100 Ida C. Jacobson, 2d " " " "	9	400	400 ✓
100 Kate Taylor, 3d " " " "	9	400	400 337.50 ✓
100 <u>Virginia T. Mathews</u> , 4th " " " "	9	400	400 ✓
100 Orra L. Bowman, 5th " " " "	9	400	400 ✓
100 Vada M. Whitesel, 6th " " " "	9	360	400 382.50 ✓
100 Ethel Spilman, 7th " " " "	9	400	400 ✓
100 Annie F. Cummins, 8th " " " "	9	337½	400 382.50 ✓
Ruth Marshall, Student-Assistant in English	9	135	162 ✓
<u>Ruth Will</u> , " " " <u>Etne</u>	9	---	162 ✓
Elizabeth Mitchell, Student-Assistant in Sewing	9	135	162 ✓
<u>Rachel Rodgers</u> , " " " Cooking	9	---	162 ✓
Ada L. Berry, Student-Assistant in Mathematics	9	---	162 ✓
Esther Buckley, Student-Assistant in Manual Arts	9	---	162 ✓
900 <u>Ethel Spilman</u> , " " " Geography	9	---	162 ✓
		<u>(\$27,541)</u>	<u>(\$28,154)</u> \$28,880½

Employees

180 Julia T. Sprinkel, Treasurer	12	900	900 ✓
100 Mary L. Weiner, Stenographer and Clerk	10	500	500 ✓
60 Annie S. Dwyer, Clerk and Postmaster	12	480	450 ✓
50 R. Walker Lee, Janitor of Science Hall	10	400	400 ✓
27 Student-Assistants in the Library	9	202½	243 ✓
18 Student-Assistants in the Gymnasium	9	108	162 ✓
6 Student-Assistant in the Office	9	180	174 ✓
2,400 Labor in the Buildings and on the Grounds (by day)	12	2,000	2,603 ✓
600 Registrar			
		<u>(\$5,424)</u>	<u>(\$4,950½)</u> \$5,432

Home Department

Hannah B. Corbett, Dietitian & Housekeeper	10½	840	945 ✓
Natalie Lancaster, Social Director	10½	525	525 ✓
Ethel Godfrey, Resident Nurse	10½	---	525 ✓
R. A. Van Pelt, Night-watchman and Fireman	10½	636	636 ✓
		<u>(\$1,923)</u>	<u>(\$2,640)</u> \$2,631

3,441