

## MINUTES OF THE MEETING OF MAY 28, 1918.

May 28, 1918.

The Board of Trustees met in their offices in the Normal School at 3 p. m. Present: Trustees Barlow, Olsen, and Smith the President and the Secretary.

The minutes of March 13, and April 16, were read and approved.

## EDENS HALL BOARD:

The President recommended that in consideration of the general advance in expenses, the rate for board at Edens Hall be raised from \$3 per week to \$3.50 per week when paid in advance. The Trustees approved the suggestion.

## REFRESHMENTS SERVED TO ALLUMNI:

The serving by the Home Economics Department of simple refreshments to the Alumni of this school on the occasion of their annual meeting of this date was approved.

## RESIGNATION OF JANITOR, M. J. GRADY:

The resignation of M. J. Grady, janitor of this school for nearly three years past, was presented, Mr. Grady having been offered more attractive employment elsewhere. The Board agreed to accept Mr. Grady's resignation the same to take effect June 15, he being allowed two weeks vacation in consideration of former gratuitous service for the same length of time.

## P. W. NEILSEN APPOINTED JANITOR:

P. W. Neilsen was appointed to succeed Mr. Grady as janitor at a salary of \$90 per month.

## MR. CHUTE INTERVIEWED:

At the request of the Board Mr. Freeman G. Chute of the Manual training department, came before the Board, and answered interrogations of the Board with reference to the co-operation between himself and the head of the department.

## RESIGNATIONS OF MESSRS. SCUDDER AND CHUTE ACCEPTED:

The resignation of Mr. C. R. Scudder, head of the Manual training department, also the one of Mr. Freeman G. Chute, assistant in that department, which were filed with the Board were on motion accepted.

## TEACHERS RESIGNING:

The President reported that for various reasons the following named teachers had expressed their desire to resign their positions with this school:

Miss Florence O'Conner,  
Miss Harriet Willoughby,  
Miss Sarah S. Ormsby,  
Miss Nellie McGown,

The Trustees expressed their regret at being called upon to forfeit the services of each of these efficient teachers, but the reasons given in their behalf were such as to induce the Board to comply with their wishes. The Secretary was directed to write these teachers, stating the action of the Board, and

also expressing the Board's high appreciation of the cordial and faithful service these teachers have rendered to the school during their connection with it.

#### ADDITIONAL TEACHERS:

The President recommended the election of additional teachers at salaries as follows for the ensuing year:

Miss Catherine Montgomery, Rural School Supervisor, for supervision of Normal student teachers in Elbonita, North Bellingham and Laurel schools, her salary to be paid in part by trustees of these schools and this Normal school to pay the sum of \$50 per month.

Miss Zeta Mayhew, of Auburn, Wash., assistant in the department of English at a salary of \$115 per month.

Miss Alice Gordon, Training School Supervisor, salary \$1600 per year.

Miss Martha L. Metcalf, of Moorehead, Minn., head of Home Economics department, salary \$150 per month.

Miss Cassie G. Gales, Supervisor of Normal practice teachers in Geneva school, at \$10 per month.

The President was authorized to make further selections of teachers for positions as follows:

- A Grammar grade Supervisor at \$1800 per year.
- A Primary grade Supervisor at \$1800 per year.
- An additional Intermediate grade Supervisor at \$1500 per year.
- A Sub-primary Supervisor at \$900 per year.

The employment of Miss Erika Nordberg to continue the work done heretofore in the English department by Mr. Hughes, was approved, she to receive a compensation of \$120 for the remainder of the session.

#### TEACHERS FOR SUMMER SCHOOL:

Approval of the Board was given to the proposed employment during summer school of Mrs. Sue McAllister at a compensation of \$250 for the summer.

The President was authorized to arrange with teachers for filling such other vacancies as may occur in summer school.

#### CORRECTION OF CONTRACT FORM:

It was ordered by the Board that the contract form recently adopted for signature by teachers, be amended by striking out the words "in their opinion", which words occur in the second line of the last paragraph of the form referred to.

#### REVISION OF CERTAIN SALARIES:

Owing to the rapid and general advance in salaries as a result of war conditions the Board decided that revision of certain salaries recently approved was necessary in order to do justice by the employes concerned and to insure continuance of their services.

It was ordered that commencing September 1, 1918, the salaries of the following named employes be established as here indicated for the ensuing year:

Miss Elean Woodard, Dean of Women, who is to extend supervision to Edens Hall, where she is to be granted room and board, salary per month \$140.00.

Miss Ruth M. Boring, teacher in the Art department, month \$105.00.

Miss Dorothy Milne, teacher in the Art department, month \$95.00.

Miss Delia L. Keeler, of the Extension department, month \$150.00.

J. M. Edson, Registrar, per month \$170.00.

Martin Madsen, nightwatchman, per month \$90.00.

Charles Gunningham, assistant engineer, per month \$90.00.

John Rindal, carpenter, per month \$100.00.

Michael Hendershott, gardener, per month \$85.00.

#### MR. HUGHES. SALARY:

A communication was presented by the President from Glenn Hughes, who recently resigned from the faculty, who inquired if he is not to be granted salary for the month August.

The Board decided with reference to the matter, that cannot make salary payments to persons who are neither actually rendering a service to the school nor under contract with it. The Secretary was directed to so inform Mr. Hughes.

#### DEATH OF STELLE B. IRISH:

The death on May 24th of Stelle B. Irish, who recently given charge of the Printing department of this school, occasioned an expression on the part of the Board of its sincere regret at the loss of this highly esteemed citizen whose demise came soon after he had entered the service of this school. The Board was requested to convey to Mrs. Irish an expression of the sympathy.

#### DIPLOMAS AND CERTIFICATES TO BE AWARDED:

The following lists of students who will be qualified for graduation or for certificates on completion of the current semester's work, were presented and approved by the Board, and the awarding of Diplomas and certificates in accordance therewith is authorized.

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Name	Time	Date
Bell, Glendia T.	Two Year	May 29, 1918
Bunting, Iva		
Butting, Minnie		
Dagle, Clara		
Jacobs, Klanohe		
Jacobson, Julia		
Jensen, Clara M.		
Johnson, Anna E.		
Johnson, Grace		
Johnson, Eilyn		
Jordal, Hassie M.		
Kast, Tessie		
Kellan, Vivian		
Kinnan, Hazel M.		
Knox, Esther		
Lacky, Freda		
Laisure, Margaret		
Lass, Edna		
Leatherwood, Edna		
Lewis, Margaret		
Locke, Effie		
Lusk, Nina M.		
McCallerty, Nina		
McColland, Ruth		
MacDonald, Meta Lois		
McLeod, Ruth		
McRoberts, Jen		
Manning, Norma		
March, Kathryn		
Marshall, Alice		
Marsie, Dorothy		
Merchant, Vera		
Miller, Edith T.		
Mitchell, Adelaide		
Murphy, Rita		
Myers, Vera		
Nelson, Josephine B.		
Nutter, Glada		
Nyquist, Alma		
Ogren, Ethel		
Olsen, Anna E.		
Olsen, Edith		
Olsen, Esther E.		
Olsen, Hazel		
Oltman, Frances		
O'Malley, Marguerite		
Owens, Ruby		
Pallas, Ella		
Payne, Jessie E.		
Pickard, Lois		
Pils, Anna		
Pils, Carrie		
Prest, Lena V.		
Provan, Olive E.		
Rehill, Grace		
Roberts, Mildred Frances		
Sanger, Thelma		
Schmitt, Floetta		
Sheldon, Diantha		
Sickenger, Ruby		
Smith, Elisabeth M.		



Name Time Date

Name	Time	Date
With, Mrs. Genevieve	Two Year	May 29, 1918
With, Jessie	"	"
With, Mary	"	"
Spencer, Charlotte H.	"	"
Stahnecker, Laura	"	"
Stuffer, Maureen	"	"
Stute, Mary	"	"
Stevens, Roy	"	"
Stirling, Laura	"	"
Strand, Mattie	"	"
Stuebner, Esther	"	"
Snell, Helga	"	"
Stacy, Harriette E.	"	"
Stimarton, Georgia	"	"
Strider, Lura	"	"
Taylor, Frances	"	"
Thomas, Catherine	"	"
Thomas, Esther	"	"
Thompson, Mrs. Janet C.	"	"
Townsend, Florence E.	"	"
Tucker, Alma	"	"
Uts, May	"	"
Van Eaton, Bessie	"	"
Vicintiner, Lena	"	"
Wallerberg, Alva	"	"
Walby, Hazel E.	"	"
Westman, Sophia	"	"
Willard, Frances	"	"
Wolfe, Olive	"	"
Wright, Della	"	"
Zander, Florence H.	"	"
Zehle, Emma	"	"
Zeffel, Rose H.	"	"
Zimmerman, Elizabeth	"	"
Zimmerman, Myrtle E.	"	"
Zimmerman, Mary	"	"
Zimmerman, Della L.	"	"
Zimmerman, Marie	"	"
Zimmerman, T. Harold	"	"
Zimmerman, Mrs. Young	"	"
Zimmerman, Alva	"	"
Zimmerman, Belle A. D.	"	"
Zimmerman, Eliza H.	"	"
Zimmerman, Florence King	"	"
Zimmerman, Lura A.	"	"
Zimmerman, Grace H.	"	"
Zimmerman, Flora Ida	"	"
Zimmerman, Gladys E.	"	"
Zimmerman, May	"	"
Zimmerman, Myrtle M.	"	"
Zimmerman, Mary	"	"
Zimmerman, M. Julia	"	"
Zimmerman, Frances	"	"
Zimmerman, Margaret	"	"
Zimmerman, Jean	"	"
Zimmerman, Marie M.	"	"
Zimmerman, Bertha	"	"
Zimmerman, Thomas T.	"	"
Zimmerman, John E.	"	"
Zimmerman, Minnie	"	"
Zimmerman, Della May	"	"
Zimmerman, Byron	"	"
Zimmerman, Frances H.	"	"
Zimmerman, Inga L.	"	"





Bellingham, Washington,  
May 17, 1918

Honorable Josephine Carliss Preston,  
Superintendent of Public Instruction,  
Olympia, Washington.

Dear Mrs. Preston:

Under separate cover we are sending to you the following  
Life Diplomas, Graduate Normal School Diplomas, Special Normal School  
Diplomas, and Normal School Elementary Diplomas for your signature and  
to State Seal:

Name	Time	Date
Mrs. Mary C.	Life	May 28, 1918
Maest, Irene M.	"	"
Scott, Lena M.	"	"
Shaw, Alice	"	"
Shelby, Jessie Beane	"	"
Shelton, Marie	"	"
Smith, Mrs. Jennie M.	"	"
Smith, Martha	"	"
Smith, Myron Oscar	"	"
Smith, Singie Elizabeth	"	"
Smith, May E.	"	"
Smith, Florence Frances	"	"
Smith, Mildred Claire	"	"
Smith, Edith	"	"
Smith, Lucille M.	"	"
Smith, Josephine	"	"
Smith, Mrs. Myra Theresa	"	"
Smith, Eliza E.	"	"
Smith, Mrs. Pauline Klockstead	"	"
Smith, E. Dextrise	"	"
Smith, Myrtle E.	"	"
Smith, Mary	"	"
Smith, Lulu L.	"	"
Smith, Marie Carran	"	"
Smith, T. Mabel	"	"
Smith, Mrs. Vera Scott	"	"
Smith, Ada Carolyn	"	"
Smith, Mrs. Malie A. D.	"	"
Smith, Ellen H.	"	"
Smith, Florence King	"	"
Smith, Lorna A.	"	"
Smith, Grace E.	"	"
Smith, Flora Ida	"	"
Smith, Gladys T.	"	"
Smith, Roy	"	"
Smith, Myrtle M.	"	"
Smith, Vera	"	"
Smith, M. Juliette	"	"
Smith, Frances	"	"
Smith, Margaret Eleanor	"	"
Smith, Irene Genevieve	"	"
Smith, Marie M.	"	"
Smith, Bertha	"	"
Smith, Florence T.	"	"
Smith, Letha E.	"	"
Smith, Halberg Pauline	"	"
Smith, Della May	"	"
Smith, Myrtle	"	"
Smith, Frances M.	"	"
Smith, Inga L.	"	"



Name	Time	Date
Mason, Helen M.	Life	May 29, 1918
Mason, Anna Virginia	"	"
Behm, Frances Mary	"	"
Best, Lora C.	"	"
Bohler, Esther M.	"	"
Bith, Clara	"	"
Bjornson, Ethel Marion	"	"
Bony, Louise Hynes	"	"
Bowen, Winifred	"	"
Bush, Frances Cecelia	"	"
Bro, Madge E.	"	"
Bullhouse, Gene	"	"
Bute, Lillian May	"	"

Name	(Graduate) Five Year	May 29, 1918
Fisk, Carl Arvid	"	"
Shorn, Lulu Louise T.	"	"

(Special)

- Albrecht, G. Roy
- Ann, Mary F.
- Beinmeyer, Anna M.
- Berthauer, Esther, Leona
- Billman, Mrs. Grace M.

(Elementary)

- Aloy, Fannie Marie
- Aker, Freda Margareta
- Ago, Bessie
- Ainder, Clara F.
- Ain, Reuben H.
- Aland, Elsie Jean
- Aas, Eva Le Count
- Aarssen, Ethel M.
- Aarssen, Edith
- Aarssen, Margaret Gene
- Aarssen, O. R.
- Apleby, Evelyn Scott
- Arensmaier, Lily E.
- Aylund, Vera E.
- Akins, Ruth Hazel
- Akinson, Alma
- Bachman, Emma S.
- Bacon, Linnie W.
- Banta, Eula
- Barrett, Bernice
- Barrett, Lela
- Barrett, Winifred Lindford
- Bartelt, Louisa Vulliet
- Bassett, Frances Harriette
- Beaufort, Paul H.
- Berger, Anna Amelia
- Blaeslie, Mrs. Carrie
- Blethen, Florence E.
- Bish, Clara
- Bloom, Frances Marie
- Bocman, Albert
- Bradley, Edna K.
- Braunish, May
- Brasier, Ina Alta
- Bray, Velma Myrie
- Brotzov, Marguerite
- Brown, Elmer James
- Bryant, Helen Maribel
- Burham, Marie Antoinette





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(Elementary) Five Year

May 29, 1918

- Am, Louise
- Am, I. Louise
- Am, Edna
- Am, Ellen G.
- Am, Esther
- Am, Gilbert
- Am, Nettie
- Am, Anna
- Amott, Homer M.
- Amor, Myrtle Edith
- Amell, Esther M.
- Am, Fannie M.
- Amson, Rose
- Am, Alice L.
- Amory, Frides
- Amson, Anna E.
- Amor, Marie Florence
- Amthor, Mary
- Amson, Alberta
- Amsey, Klammere, Rose
- Amterson, Fern
- Amble, Alice M.
- Amee, E. Evangeline
- Amelland, Hazel
- Amoy, Lola A.
- Amugall, Cicely
- Amidon, Mable Esther
- Amivaine, Myrtle A.
- Amora, Violet Hopkins
- Amirby, Janet
- Amood, Jessie
- Amurray, Billie
- Amaley, Maude M.
- Amunig, Doris C.
- Amrin, Gladys Ines
- Amrin, Mabel
- Amrin, Mary Frances
- Amiang, Pearl
- Amrbent, Jessie H.
- Amredith, Harriet Jeanne
- Amerritt, C. Peryl
- Amiller, Agnes
- Amiller, John
- Amiller, Sophia Louise
- Amiller, Vera Cecel
- Amillson, Mary Marie
- Amikler, Florence Edna
- Amichell, Helen Louise
- Amohman, Grace A.
- Amoles, Alice
- Amontag, Philip J.
- Amore, Mamie B.
- Amorganthaler, Ruby H.
- Amori, Helga Christine
- Amolam, Alma Tomatia
- Amovins, Jason
- Amowell, Mabel E.
- Amolsen, Clara Fredericksa
- Amordigan, Hannah
- Amoliver, Esther
- Amolegn, Agnes Elizabeth
- Amolsen, Margaret Ann
- Amo'Neill, Clara
- Amoostine, Isella
- Amoostine, Marie

*Johnston, Daniel J*









## MINUTES OF THE MEETING OF MAY 28, 1918.

## PLAN FOR ILLUSTRATED BOOKLET:

The President presented a plan for an illustrated booklet, to be published as a supplement to the annual catalog about to be issued. Photographs were shown which it was proposed to use for the illustrations. These embraced various views of the school and grounds, and neighboring scenery. The Board approved the plan of the work and authorized its publication.

## LEAVE OF ABSENCE TO THE PRESIDENT:

Pursuant to a previous understanding with the Board the President named the period from June 25th to July 25th as the term of his choice for a leave of absence. The Board gave its approval and granted President Nash the leave of absence as specified.

## R. JAMES BEVER TO PRESIDE IN SUMMER SCHOOL:

Mr. James Bever, of the faculty, was designated to preside over the summer session of the school in the absence of President Nash. In compensation for the additional responsibility assumed by Mr. Bever, he was granted \$100 additional salary.

## BILLS AUDITED:

Bills were audited and payment approved as represented by vouchers as follows:

State Vouchers, Supplies, Material & Service Fund,	#219 to #244
Voucher-checks,	#4857 to #4990
Revolving Fund Checks,	#1701 to #1788.

The Board then adjourned.

J. M. Edson  
Secretary.

C. M. Olson  
Chairman.