

Bellingham Wash., May 4. 1907.

Pursuant to adjournment the Board of Trustees of Bellingham State Normal School, met this date.

All of the members of the Board were present.

Minutes of previous meetings, towit, Mar. 20, April 9., April 18 and April 27. were read and approved.

The resignation of Washington Wilson, dated April 17, 1907. was submitted and read.

On motion of Mr Handschy the resignation was granted to take effect August 31, 1907. as requested. Prof. Wilson intimating that he might desire to leave before Aug. 31. to prepare for removing his family, it was decided by the Board to leave the matter to the discretion of Principal Mathes.

The matter of granting leave of absence to teachers with part pay during absence was brought up and carefully considered. Letters on the subject from Pullman, Ellensburg, Cheney and the University of Wash. were read by Principal Mathes.

Desiring to aid and encourage teachers for long and faithful service, in the pursuit of advanced methods and better equipment for their profession, and at the same time deeming it wise to temper liberality with caution, the Board, on motion of Mr Donovan unanimously adopted the following regulations:-

First:- Applications for leave of absence shall be granted only when there shall have been continuous and satisfactory service for the term of six (6) years.

Second:- Applications shall be considered in the order of their seniority of service, and only one such application shall be granted annually. The maximum time of absence shall be one (1) year.

Third:- The acceptance of a leave of absence implies the intention of the teacher to return to the service of the school.

Fourth:- Allowance of forty (40) dollars per Calendar month will be paid during the time of absence, not to exceed one (1) year.

Fifth:- Before receiving any of the above allowance, the applicant shall sign an agreement to repay the sums received unless he or she shall return and teach in the Bellingham State Normal School for at least one (1) year after re-election, on the expiration of leave.

A letter and statement of piano account from D. S. Johnston & Co. were received and read. A liberal discount of \$25.00 for cash settlement being offered, on motion of Mr Handschy the balance of the bill amounting to \$456.00 was ordered paid out of the new appropriation for Furniture fund.

Principal Mathes explained the need of combination lighting fixtures for the building, and was authorized to ascertain the cost of such fixtures.

A proposition from the P. I. relative to advertising space was received, but the Board deeming such expenditures unnecessary and unprofitable, rejected it.

The application for leave of absence, from Miss Frances Hays was taken from the table and granted subject to the regulations just adopted relative to leave of absence, and the Clerk was instructed to notify Miss Hays accordingly.

Principal Mathes recommended a change in the matter of payment of teachers salaries, After carefully considering the same, the Board unanimously adopted the follows rules:-

First:- The regular school year of the Bellingham State Normal School shall begin September 1. of each Calendar year, and end on August 31. following.

Second:- All regular contracts with teachers and other employees shall be drawn to terminate with the regular school year.

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Third:- All members of the faculty and other employees regularly engaged by the year for service in this institution, shall be paid in twelve (12) monthly payments:- said payments being due at the close of each Calendar month of the school year.

Fourth:- The payment of an annual salary in twelve equal instalments shall not obligate any member of the faculty to teach in the Summer session of the institution without additional compensation.

On motion of Mr Donovan all regular members of the faculty were unanimously re-elected to their present positions for the ensuing year, at salaries to be considered at the next meeting of the Board.

Principal Mathes recommended to the consideration of the Board the appointment of a Dean of women.

Principal Mathes brought to the attention of the Board the inadequacy of the stage equipment in the Auditorium, for the proper presentation of dramas, which are fostered by the school to display and encourage elocutionary talent.

On motion of Mr Donovan, amended by Mr Hanischy, Principal Mathes was authorized to procure the necessary equipment and to make the needed changes about the stage at a cost not to exceed \$ 200.00 with the strict accountability imposed upon Dr Mathes that the changes should not mar or detract from the present appearance of the stage.

The meeting then adjourned to Friday May 10, 1907. at 2. P. M. at the Normal School.

J. Wayland Clark
per F. D. Yale Deputy
 Clerk Board of Trustees.

Minutes approved

J. W. Adams
 Chairman Trustees.

Bellingham Washington, May 10. 1907.

An adjourned meeting of the Board of Trustees Bellingham State Normal School was held this date.

All of the members of the Board and Principal Mathes present.

The matter of salaries was brought up for consideration and action.

By resolution passed by the unanimous vote of the Board, the salaries of members of the faculty were fixed for the ensuing year and made payable in twelve equal monthly instalments as follows:-

J. T. Forest	\$ 1680.
F. W. Epley	1680.
Ida A. Baker	1200.
Catherine Montgomery	1140.
A. P. Romine	1620.
Ada Hogle	1200.
E. N. Stone	1380.
Lallulah Le Conte	1020.
M. Belle Sperry	1380.
Elnora Miller	1020.
H. G. Lull	2100.
Nellie A. Gray	1140.
Lulu B. Dawson	750.
J. O. Sullivan	1280.
Eina Horner	1080.

By resolution passed by unanimous vote of the Board the salaries of the following named employees of the Normal School were fixed for the ensuing year and made payable in twelve equal monthly payments, as follows:-

Mable z. Wilson	\$ 1020.
Nellie J. Mc Bride	840.
J. Wayland Clark	480.

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J. O. Lemach \$ 840.
 A. W. Parsons 840.

Upon the recommendation of Principal Mathes, and due to consideration, on motion of Mr Hanischy, Miss Nellie A. Gray was elected Dean of Women and teacher of Geography.

Miss Ida Baker came before the board and verbally requested the Board to consider a leave of absence desired by her. She was requested to present proposition in writing with assurance of an early report as to their decision.

On motion of Mr Donovan Mrs Daisy D. Nettleton was elected to fill the position vacated by Miss Frances Hays, and Principal Mathes was authorized to engage her for the ensuing year at a salary of \$ 1020.

On recommendation of Dr Mathes the Board voted to employ Miss Alena Bateman as special piano teacher for the month of May at \$ 100. per month.

On motion of Mr Donovan the purchase of 300 or 400 cords of wood for use of the school was authorized.

Principal Mathes was also authorized to purchase a suitable roll top desk, and to order fertilizer for the Campus.

The following report on Normal Dining^{Hall} was submitted by Mrs

Branchard:-

Month of Jan. 1907.

Students 3 meals a day	\$ 214.50	
" 2 " " "	108.00	
Transients & c	8.35	\$ 330.85
Expenses three weeks in Jan.		<u>326.35</u>
		4.52

Month of Feby. 1907.

Students 3 meals a day	\$ 275.00	
" 2 " " "	160.00	
Transients & c	10.35	\$ 445.35
Expenses		459.01

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Month of March 1907.

Students	3 meals a day		\$ 286.00
"	2 " " "		168.00
Transients	&c	9.15	\$ 463.15
Expenses			<u>443.27</u>
			19.88

The following Calendar of 1907_1908 was adopted on recommendation of Principal Mathes:-

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SCHOOL CALENDAR FOR 1907 - 1908

1907.

- September 9 - Organization of Training School.
- September 10 - Entrance Examinations and Registration.
- September 11 - First Semester begins.
- November 18 - Second Quarter begins.
- November 28 to December 8 - Thanksgiving vacation.
- December 20 - Holiday vacation begins.

1908.

- January 6 - School opens after holiday vacation.
- January 31 - First Semester closes.
- February 3 - Entrance Examinations for Second Semester.
- February 3 - Second Semester begins.
- April 3 to 7 - Spring vacation.
- April 7 - Fourth Quarter begins.
- May 30 - Decoration Day (holiday)
- June 5 - Training School closes.
- June 7 - Baccalaureate sermon.
- June 9 - Class Day
- June 10 - Reception.
- June 11 - Annual Commencement.
- June 15 - Summer Session begins.
- July 24 - Summer Session closes.

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Principal Mathes was authorized to arrange for assistants for Prof. Epley and Romine and for the Librarian, one for each, at a salary of \$ 10.00 per month of actual service.

On motion of Mr Donovan, Dr Mathes was authorized to add \$ 200. for Gymnasium, to his estimate of division of maintenance fund.

By unanimous vote of the Board the following bills were allowed and ordered paid:-

Maintenance

Whatcom Co. Ry. & Lt. Co.	\$ 34.10	
Incidental Fund	96.25	
Boyer Stationary & Printing Co.	24.60	
Red Cross Pharmacy	17.50	
Cole Truck and Storage Co.	11.15	
Cornish-Mitchell Paint Co.	8.75	
Lowman and Hanford	7.50	
K. Sauset	74.90	
O. M. Sherman	14.25	12.75
Pacific Tel & Tel Co.	8.10	
A. C. Mc Clurg & Co.	7.14	
Grim & Co.	5.66	
Long Bros.	12.50	
Smith Premier Typewriter Co.	7.50	
Silver, Burdett & Co.	1.40	\$ 352.30

Dining hall Fund

B.B. Furniture Co.	\$ 52.85
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Meetings then adjourned subject to call of the Chairman

A. Mayland Clark, Secy.

Minutes approved

Clerk Board of Trustees

*— J. H. Deed —
Chairman*

Bellingham Washington, May 31. 1907.

A called meeting of the Board of Trustees of the Bellingham State Normal School was held this date.

All of the members of the Board being present.

The resignation of Miss Eina Horner was presented, read, and accepted by the Board. The Clerk was directed to notify Miss Horner of the acceptance and to express the good wishes of the Board for her future success and happiness.

The following recommendation of Principal Mathes relative to management of the library was submitted and adopted;-

It is recommended, that where members of the faculty find it desirable and necessary to draw reference and technical books from the general library for the special use of their classes in their recitation rooms, ~~it is recommended~~ that such teachers shall not be required to replace any books lost in such transfer, provided that no books shall be taken from the library without the consent of the librarian, also that a list of all books taken shall be made and filed with the librarian, further that all books so drawn shall be returned to the library before the close of the current school year and checked up on the list drawn out, and lastly that a list of the missing books shall be filed with the Principal of the institution and by him transmitted to the Board of trustees at the close of the school year.

Submitted,

E. Mathes.

Principal Mathes submitted a recommendation for graduation of members of the Class of 1907 as follows;-

State Normal School,
Bellingham, Washington.

To the Board of Trustees,-

The following members of the class of 1907 are hereby recommended for graduation at the commencement exercises June 6th., 1907, by the Normal School Faculty:-

Guy S. Allison.....Spokane
Myrtle Alexander.....Snohomish
Byrd Anslow.....Port Orchard
Frances Arnold.....Bellingham
Herbert W. Copeland.....Port Gamble
Nora Corbett.....Ballard
Helen Goldwaithe.....Sunnyside
Minerva Lawrence.....Blyn
Emma Leidl.....Goldendale
Aimee Lowe.....Walla Walla
Alice McCullough.....Everett
Grace Mansfield.....Bellingham
Aimee Moyer.....Bellingham
Stella Mott.....Seattle
Ada Myers.....Shelton
Walter Nichols.....Bellingham
Ellen O'Farrell.....Orting

Gladys Patric.....Snohomish
 Berth Elda Payne.....Everett
 Ada Pence.....Bellingham
 Faith Pope.....Bellingham
 Grace Purinton.....Tacoma
 Lola Records.....Everett
 Grace Smith.....Bellingham
 Elizabeth Souders.....Bellingham
 Ellen Sweet.....Bellingham
 Tyra Thomson.....Puyallup
 Tena Wahl.....Blaine
 Elsie Ware.....Port Angeles
 Frances Moncrief.....Everett

Andrew Anderson is recommended as having completed all of the work required for graduation except ten weeks of practise teaching and is further recommended as a capable student, but owing to a stong foreign accent it is recommended by the faculty that his diploma be held by the institution until through further study and experience in the English Language he has acquired greater facility in using the language taught in the public schools of our state.

Respectfully submitted

E. S. Mathes
 Principal.

On motion of Mr Donovan the recommendation was unanimously adopted and certificates of graduation were ordered prepared for the graduates.

The Board authorized the Principal and Clerk to adjust the account for services of Miss Alena Bateman as Piano teacher and to enter the balance due her upon June pay roll.

Dr Mathes was authorized to order a set of seven Relief Maps for use of the School.

On recommendation of Dr Mathes the engagement of Miss Siders as teacher for the summer school for a period of six weeks at \$ 20. per week, was authorized.

The matter of keeping the library open during the summer school season was brought up and discussed.

It was decided by the Board that the librarian should keep the library open from 9 to 12 A.M. and close the same for the afternoon, without extra compensation, for such services during the summer months.

Principal Mathes strongly recommended E. A. Bond, of Blaine, as a teacher and also as an enthusiast on athletics.

On motion, Principal Mathes was authorized to engage Mr Bond at \$1250.00 per year, if he could, as it was deemed advisable to secure a good teacher, who was also interested in the promotion of athletics, as such a teacher would tend to increase the attendance of boys at the Normal School.

On motion of Mr Bonovan a fee of \$60. was allowed to Dr Bowman for commencement oration, and Principal Mathes was directed to pay the same out of the incidental fund.

Miss Ida A. Baker submitted to the consideration of the Board the following application for leave of absence. -

" To the Hon. School Board of the Bellingham State Normal,
 Dear Sirs:- I am requesting of you a year's leave of absence for rest and study. In granting this you will not be merely doing me a favor.

We, who teach because we love the profession, give, without limit to our pupils, and hence to the school, of our vitality.

The success of the school is built upon this fact.

There are other things that make more show but this is the basis of a school's permanent influence. Your chairman knows that those of us who have been here from the first had occasion, and gladly, gave doubly of our strength, sometimes for half pay.

For instance; I came here with good eye-sight.

At the end of the second year my eyes succumbed to a nerve strain. The oculists all said it was due to over work and that they will never be good eyes again.

I only mention this to illustrate that we worked to the limit without complaining. There really is such a thing as devotion in a State institution.

2.

This is the end of the eighth year for five of us. I am not physically bankrupt but I am close to the limit. A year of change will make me enough stronger to more than recompense the school for my absence and leave pay. The absence of two of us at once can not cripple the school, since we are not from the same or even similar departments; and there have been almost no changes in the mathematical department from the beginning.

Hoping you can see the way for granting me the leave of absence this coming year.

Very respectfully

Ida Agnes Baker.

After careful consideration of the matter it was decided that Miss Baker's case was an exceptional one, and not within the contemplation of the rule adopted by the Board relative to leave of absence, and on motion of Mr Handschy her request was granted by unanimous vote of the Board, her allowance fixed at \$40. per month and the choice of substitute teacher reserved to the Board.

Meeting then adjourned subject to call of the chairman.

J. Wayland Clark

R. F. D. Gale

Clerk Board of Trustees.

Minutes approved

J. W. Edens
Chairman