

PROCEEDINGS

OF THE

BOARD OF EDUCATION

OF THE

STATE OF ILLINOIS

AT A

REGULAR MEETING HELD AT NORMAL, DECEMBER 18, 1901.



SPRINGFIELD, ILL.:
PHILLIPS BROS., STATE PRINTERS
1902.

BOARD OF EDUCATION OF THE STATE OF ILLINOIS.

OFFICERS AND MEMBERS.

Hon. William H. Green, Cairo.....	President.....
Hon. Alfred Bayliss.....	<i>Ex-officio</i> Member and Secretary..
F. D. Marquis, Bloomington.....	Treasurer.....
Enoch A. Gastman.....	Decatur.....
Chas. L. Capen.....	Bloomington.....
William R. Sandham.....	Wyoming.....
E. R. E. Kimbrough.....	Danville.....
L. Ph. Wolfe*.....	Peoria.....
Mrs. Ella F. Young.....	Chicago.....
Peleg R. Walker.....	Rockford.....
Forrest F. Cook.....	Galesburg.....
Jacob L. Baily.....	Macomb.....
George B. Harrington.....	Princeton.....
W. H. Hainline.....	Macomb.....
Frank Horn.....	DuQuoin.....
Joseph L. Robertson.....	Peoria.....

STANDING COMMITTEES.

Auditing and Finance—Baily, Shanahan, Capen.....
Buildings and Grounds—Capen, Kimbrough, Gastman.....
Text Books and Course of Instruction—Kimbrough, Sandham, Young.....
Teachers and Salaries—Walker, Young, Harrington.....
Practice Department—Gastman, Sandham, Young.....
Library and Museum—Gastman, Cook, Hainline.....

*Resigned.

ORDER OF BUSINESS.

1. Reading, amending and adopting minutes.
 2. Election of officers.
 3. Report of the President of the Normal University.
 4. Treasurer's report.
 5. Report of Special Committees.
 6. Reports of Standing Committees, in order.
 7. Communications.
 8. Motions and resolutions.
 9. Unfinished business.
 10. General business.
-

Annual meeting, June 4, 1902.

Meeting of all committees, June 3, 1902.

PROCEEDINGS OF THE BOARD OF EDUCATION OF THE
STATE OF ILLINOIS.

REGULAR MEETING.

NORMAL, ILL., Dec. 18, 1901.

The Board of Education met in the office of the president of the University at 9:00 o'clock a. m., Wednesday, Dec. 18, 1901, the president, Honorable William H. Green, in the chair.

Present: Messrs. Bayliss, Capen, Gastman, Green, Harrington, Kimbrough, Sandham and Walker.

The minutes of the special meeting held at Normal, May 29, 1901, were approved.

STANDING COMMITTEES.

The president announced the following standing committees:

Auditing and Finance.—Baily, Shanahan, Capen.

Building and Grounds.—Capen, Kimbrough, Gastman.

Text Books and Course of Instruction.—Kimbrough, Sandham, Young.

Teachers and Salaries.—Walker, Young, Harrington.

Practice Department.—Gastman, Sandham, Young.

Library and Museum.—Gastman, Cook, Hainline.

The president appointed Messrs. Harrington and Sandham members of the auditing committee, *pro tem*.

PRESIDENT FELMLEY'S REPORT.

The president of the University presented and read the following report:

To the Board of Education of the State of Illinois.

MR. PRESIDENT AND MEMBERS OF THE BOARD:—The attendance in the normal department during the school year ending July 19, 1901, was 934. Of these, 362 were enrolled in the summer term only, leaving an enrollment of 572 for the regular terms. The total enrollment of the summer term including 91 regular students who remained during the summer was 453, 104 men, 349 women. Eighty-three Illinois counties were represented during the year.

The total attendance during the term just closed was:

	Men.	Women.	Total.
Normal department.....	82	353	435
Preparatory department.....	5	15	20
High School students.....	5	5
Total.....	87	373	460

The enrollment in the normal department was 34 less than in the corresponding term last year.

Seventy-four counties are represented in the school. A circumference described with a 60-mile radius includes the greater part of the counties of McLean, Livingston, Grundy, Ford, Iroquois, Champaign, Piatt, DeWitt, Mason, Tazewell, Peoria, Stark, Putnam, LaSalle, Marshall and Woodford. From these counties are enrolled 277 students, 60 per cent of the total. Four years ago from these counties were enrolled 337 students, 44 per cent of the total. These figures show to what extent we are becoming a local school, because of the opening of the new normal schools.

During the fall term 215 new students were admitted as follows:

	Men.	Women.	Total.
By high school diploma.....	12	81	93
By college diploma.....	3	3
By first grade certificate.....	2	3	5
By appointment of county superintendent.....	11	50	61
By promotion from preparatory department.....	3	3	6
By examination.....	3	41	44
From other normal schools.....	1	2	3
Total admitted.....	32	183	215
Rejected.....	1	9	10
Total applicants.....	33	192	225

BUILDINGS AND GROUNDS.

During the past summer 5,383 square feet of cement walks were built about the practice school to replace the decaying plank walks laid in 1891. Their total cost was \$888; 2,600 square feet of new brick walk were laid. The material for these brick walks was taken from the basement of the practice school and nearly all of the work done by our own force of janitors. About \$125 have been expended in removing the center driveway on the north and west sides of the main building and in grading about the walks. A row of poplars has been planted to shade the principal walk leading to the main building. Ground has been broken for planting in the spring trees of a dozen species not now found on the campus.

In the gymnasium building city water has been introduced for drinking purposes and four drinking fountains are now in use. Additional toilet and bathing facilities have been provided in the men's rooms, the running track, which has come to be used principally as a gallery for witnessing games on the main floor of the gymnasium, has been further strengthened by stay rods from the trusses above.

In the library new book stacks and shelving and furniture for the use of the librarian, to the amount of \$300 have been installed. Enough electric fixtures have been placed in the library to satisfy the immediate wants though a considerably larger expenditure is needed to light the building properly.

The biological laboratory has been provided with a series of live tanks in the basement. The chemical and physical laboratories have been fitted out at an expense of about \$1,400. The working tables, apparatus, closets, ventilating chambers, and other equipment are made of the best material and in the best style. The working tables are now provided with hot and cold water, gas and electricity. While the rooms are too small for our needs, owing to the expansion of our science courses, the furnishings are complete and satisfactory.

In the main building the walls and ceilings on the first floor have been painted, a tile floor has been laid in the main corridor. The office has been repapered and recarpeted. Drinking water is provided in the basement cloak rooms and four drinking fountains will soon be placed in the halls above. Provision has been made for better ventilation in the cloak rooms and toilet rooms in the basement.

In the model school building provision has been made for drinking fountains on each floor. New radiators have been installed as needed. The dry closets have been taken out and replaced by water closets of the best pattern. It was found upon investigation that the oak planking covering the ventilating tunnels under the basement floor was everywhere badly decayed. For that reason all the brick floor in the basement was taken out and replaced by a substantial cement floor. At the same time the interior walls were plastered with Portland cement. It is proposed next summer to give these walls a thorough coat of whitewash and to paint the various steam pipes and water pipes in the basement rooms. It is hoped in the near future that the board will provide a manual training outfit for the use of the grammar grades in the practice school. The northwest basement room is of ample size and well adapted for this purpose.

There has been added to our equipment a manikin for use in physiology, a supply of books for singing in devotional exercises, maps and charts for the department of geography, pictures, casts, and other material in the art department, and one hundred dollars' worth of supplementary reading in the practice school. In some cases the expenditures for these improvements have exceeded the special appropriation made by the last general assembly. In such cases the deficit must be met from the general fund. There remains on hand \$2,590 from the special appropriation not yet expended, of which \$1,200 is now needed to meet bills before the board.

At your last meeting the board authorized the committee on buildings and grounds to expend a portion of the term fees for lockers in the gymnasium. A plan has been prepared providing for 60 lockers in the men's and for 162 lockers and 28 dressing closets in the women's gymnasium. The estimated cost of these lockers when installed is \$800.

In the main building new window shades are needed in many rooms. The especial appropriation is for Venetian blinds, which most of our faculty believe to be the best for the purpose. The inside blinds now in the practice school are of a very undesirable pattern at the best. At least one-fourth of the light from the windows is cut off. They slide up and down with great difficulty and, consequently, are not adjusted by the teachers to the varying needs of the pupils as they ought to be. Since the sessions of our practice school now continue until 4:00 o'clock we find that some curtain should be substituted which will not necessarily shut off any part of the natural light. Venetian blinds are requested for the east, west and south windows of the library.

Besides renewing former recommendations that a kindergarten and manual training department be established in the near future, I would respectfully request that the board consider the advisability of building a greenhouse. Besides the initial cost, which should not exceed \$2,500, it would be necessary to provide a competent gardener and florist, costing probably \$800 per year. He could be charged also with the general care of the grounds. The work we are endeavoring to do in nature study can not produce the desired results, unless students can acquire a practical knowledge of the modes of propagating flowers and fruit and of the conditions requisite to their best development.

THE PRACTICE SCHOOL.

The union of our practice school with the public school system of Normal has thus far proven eminently satisfactory. So far as I am able to learn no one is dissatisfied with the present arrangement. The local school board and the superintendent have done everything in their power to aid the university in its work. The course of study prepared by the university faculty for the practice school has been adopted without change by the public school board, and it has shown a disposition to adapt the entire administration of the public school system of Normal to the needs of this institution.

The only difficulties that we have encountered have been those arising from mingling in the same classes pupils from the two schools who had not made equal progress in all of their studies and who have been taught at times according to somewhat different methods. This difficulty will disappear after a few terms. The six student teachers in the public high school, and the four in the preparatory department, are under the supervision of the eight critic teachers. In each of the eight grades used as practice schools there are two classes, 12 weeks apart. In the intermediate grades the student teacher instructs her class in the study room, she being charged with the care of both the class reciting and the class studying. The classes in the three primary grades have been subdivided into sections numbering about 12 children each. The first practice of the student teacher is in teaching one of these small sections in a recitation room. After she has become fairly familiar with the work of instruction she is given a class in one of the grades above, where more difficult conditions of discipline are to be met, or is given charge of an entire primary class, numbering about 25 pupils.

In response to a strong demand from our older students the system of critiques or model recitations for discussion and criticism by student teachers, abolished two years ago, has been restored. All teaching in primary grades attend the Tuesday critiques and Wednesday discussion, the rest attend Thursdays and Fridays. Aside from the discussion of general principles of teaching, the critiques enable the student to comprehend better the particular problems presented in teaching each subject. The new teachers, Miss Rosa Bland, Miss Jessie Cunningham, and Miss Lura Eyestone, have proved to be discriminating and helpful critics, thoroughly appreciated by the student teachers in their charge.

THE FACULTY.

The institution is to be congratulated upon the four new members added to the faculty the present year. Professor George H. Howe, Ph. D., selected for the chair of mathematics, is a graduate of the Oswego Normal School. After teaching in various minor positions he served for 13 years as professor of mathematics in the State Normal School of Warrensburg, Mo. During the past two years he has been president of that institution.

Miss Chestine Gowdy, now employed as your teacher of English grammar, is a graduate of the Winona State Normal School and of the University of Minnesota. She has taught in the high schools of Fairbault and Minneapolis, and for several years has conducted the work in grammar in the summer session of the State University.

Miss Mary Judson Averett of your department of geography, is a graduate of the University of Chicago where she has for some time pursued special studies under Professors Salisbury and Chamberlain. She comes to us from the Michigan State Normal School at Ypsilanti.

Mr. Fred W. Westhoff has achieved an eviable reputation as supervisor of music in the Decatur schools. Yet he has even exceeded our expectations. Music seems the most popular study today in the Normal School. Our occasional visitors all remark upon the marked improvement in our students' singing. The entire school spends twenty minutes per day in this exercise. In addition to this there are two regular classes in the afternoon, and two glee clubs practicing twice per week.

THE SUMMER SCHOOL.

The attendance at the summer school of 1901 was 453, a gain of 7 over the previous year; the tuition receipts were \$2,541.90; expenditures for salaries \$2,038.83; leaving a net balance in the treasury of \$507.07. A smaller attendance was anticipated because in 1901 the Eastern Illinois State Normal School held its first summer session, and because the other State Normal schools and the University of Illinois had made more ample provision than ever before for summer students. The marked gain in the summer attendance at all the State institutions demonstrates that the summer term meets an existing demand. In spite of the extreme heat of last summer in a standing vote towards the close of the summer term over 100 of our students expressed a desire for a second six weeks. It is recommended that in 1902 two six weeks' terms be offered. In the first where 450 may be expected, there should be provided a faculty of 20 instructors and nearly all of our courses should be offered. In the second term there should be eight or ten instructors, teaching those courses for which we have found the greatest demand. The second term will be attended largely by teachers whose schools have closed late in June. Many teachers of rural schools with school years of seven or eight months will avail themselves of both terms. It is recommended:

1. That in regard to courses offered the same general plan be followed as last year, namely, that the regular twelve-week courses of the Normal course be taught with recitations two hours daily, and also short review course in the common branches reciting one hour daily; the latter to receive no credit on our records.
2. That the tuition be placed as last year, \$6 for either term and \$1.50 per week for a shorter period.
3. That no member of the regular faculty be permitted to teach both terms.
4. That the salaries of instructors be calculated as last year, but that they be not contingent upon tuition receipts.
5. That the committee on Teachers and the President be authorized to secure additional instructors and lecturers as may be deemed advisable.
6. That a suitable announcement be issued in January for general distribution among the teachers of Illinois.

A plan for two six weeks' sessions on the lines indicated above has been laid before the Committee on Teachers and Salaries. It provided a special salary list of \$2,507.62 for the first term, \$1,207.68 for the second term. The compensation of special lecturers is not included in this list.

CONCLUSION.

One of the most encouraging signs of the times is the increased demand for teachers trained in the Normal school. We are wholly unable to meet the calls upon us. Hardly a day passes without its letter of inquiry. Our diminished attendance of young men is in part due to the fact that several of them late in the summer received tempting offers sometimes at salaries as large as they had hoped for upon graduation. With this growing recognition of the value of our work, with our ample equipment and strong faculty we look forward to a future bright with promise.

LIBRARY REPORT.

CIRCULATION.

Summer term, 1901.....	2,014 vols..
Fall term, 1901.....	6,157 vols..

For comparison with the preceding year, see the following figures:

Summer term, 1900.....	1,701 vols..
Fall term, 1900.....	5,348 vols..

The larger training school is one cause of the larger circulation during the fall term. Reference work in the library has also increased, so that we are sometimes crowded for chairs and tables.

NEW BOOKS.

Art department, 21 volumes.....	\$28 29
Biology department, 27 volumes.....	44 75
Department of chemistry and physics, 37 volumes.....	43 44
Department of economics, 10 volumes.....	17 32
Department of geography and history, 29 volumes.....	52 23
Department of geography and history, 17 pictures.....	6 15
Department of languages, 9 volumes.....	17 32
Department of literature, 60 volumes.....	75 18
Department of pedagogy and philosophy, 37 volumes.....	45 33
Department of pedagogy, critic (list made by Misses Mavity and Milner), 9 vols..	7 66
Department of physical culture, 14 volumes.....	13 77
Department of reading, 19 volumes.....	15 22
Library department—Fiction and other light reading, 28 volumes.....	23 45
Library department—Fiction, adventure, animal stories, etc., suitable for grammar grades, 28 volumes.....	26 67
Library department—Story books for primary children, 13 volumes.....	8 07
Library department—Reference books, 7 volumes.....	25 56
Library department—General works—	
Warner Library, 46 volumes.....	75 00
Modern Eloquence, 10 volumes.....	28 50
Total number of volumes, 404.....	\$553 28
Pictures, 17.....	6 15
	\$559 43

Other books bought from the library fund:

2 International dictionaries for Assembly room.....	\$17 00
Supplementary reading for Training school.....	36 77

LIBRARY FURNISHINGS.

The new shelving, pamphlet cases, desk, lights, etc., have been duly received and placed.

The resources of the library are more accessible and are used to better advantage than ever before. This has been accomplished by these new furnishings, the fittings made last summer, the rearrangement of the library, and the growth of the catalog.

The following additional furnishings are needed:

Covers or binders for about 20 of the most popular magazines, costing not more than \$20.

Five more clusters of electric lights.

Two more tables.

Storm windows on the four windows of the office alcove.

Locker for the office alcove.

Venetian blinds on east, west and south windows.

Trees to shade the east side of the building, the further north of the two west windows, and the walk between the two buildings.

PAINTING THE LIBRARY.

I suggest that this be done next summer. If we have a 12-week summer term the plastering could be done during the spring vacation, and the painting begin Thursday of the last week of summer school and continue during the first week of September.

LIBRARY FUND.

The usual appropriation of \$500 will be needed during the next six months for binding, periodicals, and new books.

While the supplementary reading for the practice school is as important as any other purchase, it is an inconvenience to have it come out of the library fund. It does not serve as library extension, for these books have no connection with the library. It is requested and used by another department, and so not known of or calculated for by the library department; breaks into funds that are already quite small enough to bring and keep the library up to its requirements, and interferes with the librarian's calculations for meeting the various demands upon the library to the best possible advantage.

We provide for the library most economically and in the best proportions for all the departments when there is a fixed fund, not drawn upon for any other purpose. A part of this can be apportioned among the various departments, according to their requirements; and the librarian should keep herself fully informed about all the needs and expenditures of the library.

DAVID FELMLEY,

President.

Mr. Walker moved that the report be received, and the various recommendations referred to the appropriate committees.

The motion prevailed, and it was so ordered.

THE TREASURER'S REPORT.

The treasurer of the board presented the following report which, on motion of Mr. Kimbrough, was referred to the Committee on Auditing and Finance:

To the Board of Education of the State of Illinois:

MR. PRESIDENT AND MEMBERS OF THE BOARD—My last report as your treasurer included May 28, 1901, and showed a balance of \$2,865.88. The receipts have since amounted to \$37,036.05, from the following sources, viz.:

Rent of land.....	\$ 293 15
Tuition and term fees.....	3,733 00
Sale of old furniture.....	29 90
State Treasurer.....	32,980 00
Total.....	\$37,036 05

The disbursement has amounted to \$30,852.41, as shown by 55 vouchers which are returned herewith, together with a statement of account in detail. The balance on hand is \$9,049.52.

All of which is respectfully submitted.

F. D. MARQUIS,

Treasurer.

F. D. Marquis, Treasurer in account with the Board of Education of the State of Illinois.

May	1901	28	To balance		\$2,865 88
		29	Augustine & Co., rent	\$190 15	
June		13	Phoenix Nursery Co., rent	103 00	
		25	Tuition	2,000 00	
July		9	Tuition	300 00	
		13	State Treasurer	11,930 00	
		22	Tuition	278 90	
September		7	State Treasurer	9,120 00	
October		15	State Treasurer	11,930 00	
December		6	Tuition	1,119 10	
		6	Tuition, Mrs. Bradley	35 00	
		10	Sale of old furniture, etc	29 90	
					\$37,036 05
					\$39,901 93
December		17	To balance		\$9,049 52

CREDIT BY VOUCHERS.

No.					
2691	Green, William H			\$26 00	
2692	Gastman, E. A.			10 00	
2693	Capen, Chas. L.			9 48	
2694	Sandham, Wm. R.			9 00	
2695	Young, Mrs. Ella F.			16 00	
2696	Walker, P. R.			34 70	
2697	Cook, F. F.			10 00	
2698	Harrington, Geo. B.			15 00	
2699	Hainline, W. H.			19 80	
2700	Bayliss, Alfred			6 00	
2701	McLean County Coal Co			1,159 86	
2702	Hunt, S.			45 00	
2703	Pantagraph Printing Co			50 00	
2704	Capen, Chas. L.			100 00	
2705	Felmley, David, salaries, June			3,110 71	
2706	Felmley, David, contingent fund			400 00	
2707	Felmley, David, library fund			200 00	
2708	Felmley, David, pay roll, summer school			1,957 29	
2709	Felmley, David, balance pay roll, summer school			81 54	
2710	Felmley, David, July salaries			2,640 00	
2711	Felmley, David, library			300 00	
2712	Felmley, David, August salaries			2,640 00	
2713	Warner & Richardson			310 00	
2714	Sullivan, F.			500 00	
2715	Bloomington Store Fixture Co			300 00	
2716	Saal, Adam			300 00	
2717	Saal, Adam			750 00	
2718	The Pantagraph			5 80	
2719	Brand, Geo. & Sons			130 00	
2720	Felmley, David, grading campus			89 63	
2721	Silver, Burdett & Co.			150 00	
2722	Felmley, David, for art department			350 00	
2723	The Library Bureau			267 48	
2724	Felmley, David, library equipment			32 52	
2725	Felmley, David, catalogues			152 50	
2726	Holder, Athey & Co.			1,200 00	
2727	Sullivan, F.			400 00	
2728	Sullivan, F.			100 00	
2729	Felmley, David, for books			500 00	
2730	Felmley, David, September salaries			3,328 66	
2731	Cole Bros.			110 00	
2732	Felmley, David, contingent			400 00	
2733	Bloomington Store Fixture Co			487 37	
2734	Colton, B. P., science fund			125 00	
2735	Barber, F. D., science fund			175 00	
2736	Ward National Science Establishment			288 00	
2737	Saal, Adam			200 00	
2738	Felmley, David, October salaries			3,308 68	
2739	Felmley, David, additional hymn books			11 60	
2740	Felmley, David, account biological laboratory			73 15	
2741	Lincoln Coal Co			508 78	

2742	Wheeler, L. A.....	\$11 00	
2743	Felmley, David, labor on campus.....	42 20	
2744	Felmley, David, November salaries.....	3,358 66	
2745	Read & White.....	46 00	
	Balance		\$30,852 41
			9,049 52
			\$39,901 93

OTHER REPORTS.

President Felmley presented the following reports which were referred to the Auditing and Finance Committee:

David Felmley in account with the president's contingent fund.

David Felmley in account with the library fund.

B. F. Colton in account with the natural science fund.

F. D. Barker in account with the physical science fund.

Sundry unpaid bills.

ILLINOIS NORMAL UNIVERSITY, NORMAL, ILL.

David Felmley in Account with the Contingent Fund.

RECEIPTS.

Balance on hand May 29, 1901.....	\$142 65	
Order on Treasurer No. 2706, July 6, 1901.....	400 00	
Order on Treasurer No. 2732, October 4, 1901.....	400 00	
		\$942 65-

EXPENDITURES.

Voucher.		
1. F. M. Skinner, copy holder	\$2 05	
2. E. M. Speer, express and telegrams	1 60	
3. J. W. Hiatt, lawn weeder	1 25	
4. Pantagraph Printing & Stationery Co., diplomas	65 00	
5. Holder, Athey & Co., mouse cage, etc	80	
6. C. W. Klemm, primary supplies	5 32	
7. J. E. Burke & Co., programs for commencement	12 90	
8. C. S. Neeld, P. M., stamps	10 00	
9. N. E. L. & P. Co., electric light	18 10	
10. Central Union Telephone Co	6 30	
11. Pantagraph Printing & Stationery Co., programs, paper, etc	11 00	
12. Washburn & Son, seeds, etc.....	5 15	
13. Home Telephone Co	2 50	
14. Illinois Central Railroad, express.....	1 66	
15. Clara E. Ela, expense decorations for reception.....	4 70	
16. Clarissa E. Ela, seeds and decorating material	2 50	
17. Silver, Burdett & Co., primary readers	8 05	
18. Rand, McNally, primary readers	7 83	
19. W. H. Wheeler, primary readers	5 81	
20. Clarence Burner, printing	3 50	
21. C. S. Neeld, P. M., stamps	9 00	
22. J. S. Voyer, labor.....	1 00	
23. Pantagraph Printing & Stationery Co., pamphlets.....	29 25	
24. C. W. Klemm, ribbon.....	9 00	
25. Metcalf & Malcolm, lumber, etc.....	3 20	
26. J. B. Adams, feather dusters	2 25	
27. George Baker, oil.....	1 15	
28. C. S. Neeld, P. M., stamps	9 00	
29. Home Telephone Co	2 50	
30. C. S. Neeld, P. M., stamps	10 00	
31. George Champion, hardware.....	6 09	
32. Flora P. Dodge, clerical work, extra.....	6 00	
33. Pantagraph Printing & Stationery Co., office supplies.....	1 65	
34. Pantagraph Printing & Stationery Co., neostyle material	22 15	

35.	The Advocate, printing	\$3 65
36.	Read & White, primary supplies	2 93
37.	Read & White, grass seed	50
38.	A. Washburn & Son, seeds	1 50
39.	Thomas Charles Co., drawing material	1 30
40.	McKnight & McKnight, drawing materials	2 70
41.	Mfg.'s Ice Co., ice	1 80
42.	Home Telephone Co.	2 50
43.	Central Union Telephone Co.	6 30
44.	Read & White, primary supplies	4 42
45.	C. S. Neeld, P. M., stamps	8 50
46.	Continental Brush Co., brushes	13 92
47.	Frank Gehrt, labor	4 07
48.	The Herald, summer school advertisement	80
49.	Edward Voris, paint	1 70
50.	W. W. Black, primary supplies	1 05
51.	J. E. Crew, telegram	25
52.	N. E. L. & P. Co.	21 00
53.	C. S. Neeld P. M., stamps	10 00
54.	The Advocate, printing	16 00
55.	Frank S. Bogardus, granite cups	60
56.	P. A. Coen & Son, muriatic acid	2 64
57.	Metcalf & Malcolm, lumber	1 25
58.	Pantagraph Printing and Stationery Co., programs	8 00
59.	Ruhl, Webb & Co., soap	2 99
60.	Home Telephone Co.	2 50
61.	Seibert, Goode & Co., soap dishes	1 20
62.	E. A. Ensenberger, rubber tips for chairs	1 20
63.	A. T. Fagerburg, papering office	40 50
64.	Pantagraph Printing and Stationery Co., programs	5 65
65.	J. B. Adam, repairing chairs	5 10
66.	Warner & Richardson, painting	13 73
67.	McKnight & McKnight, stationery	16 19
68.	Sam. Valentine, express	5 68
69.	Normal School District, drawing material	6 38
70.	Home Telephone Co.	4 00
71.	American Express Co.	5 10
72.	Read & White, stationery	9 30
73.	Farr Telephone and Supply Co., electric bell, etc.	5 08
74.	G. G. Johnson, mops	2 50
75.	M. D. Barnard	90
76.	C. W. Klemm, primary supplies	1 96
77.	A. E. Stout, paint	1 55
78.	B. C. Edwards, supplies for gymnasium	2 85
79.	Thomas Charles Co., cubes	1 05
80.	Schultz Bros., kindergarten chairs	6 00
81.	C. S. Neeld, P. M., box rent and stamps	11 00
82.	N. E. L. & P. Co., electric lighting	17 80
83.	N. E. L. & P. Co., electric wiring in laboratory	9 92
84.	E. M. Speer, agent C. & A. express	1 49
85.	U. S. Weather Bureau, blank weather maps	1 50
86.	Pantagraph Printing and Stationery Co., toilet paper	12 75
87.	Thomas Charles Co., primary supplies	7 11
88.	Farr Telephone and Supply Co., batteries	3 92
89.	McKnight & McKnight, drawing paper	8 00
90.	J. D. Robinson, plants and flowers	10 00
91.	N. E. L. & P. Co., electric lighting	17 47
92.	W. H. Wheeler & Co., supplementary readers	5 76
93.	Clarence Burner, blank tickets	5 50
94.	Central Union Telephone Co.	2 00
95.	Pantagraph Printing and Stationery Co., office supplies	4 96
96.	Rand, McNally & Co., supplementary readers	7 98
97.	Werner School Book Co., supplementary readers	5 15
98.	Houghton, Mifflin & Co., supplementary readers	8 77
99.	W. H. Wheeler, supplementary readers	5 76
100.	Silver, Burdett & Co., supplementary readers	5 00
101.	A. Flanagan, supplementary readers	3 10
102.	Holder-Athey Co., hardware and wheelbarrow	12 20
103.	Home Telephone Co.	2 50
104.	Bernice Bright, piano service	10 50
105.	The Continental Brush Co., brushes	8 50
106.	O. R. Ernst, oil and lye	3 60
107.	Pantagraph Printing and Stationery Co., office supplies	15 80
108.	Pantagraph Printing and Stationery Co., 800 programs	8 60
109.	P. A. Coen & Son, primary supplies	2 50
110.	C. W. Klemm, primary supplies	5 19

111. James W. Williams, repairing clocks.....	\$ 2 00	
112. E. M. Speer, express.....	1 15	
113. Home Telephone Co., rent.....	2 50	
114. C. S. Needl, P. M., stamps.....	12 00	
115. N. E. L. and P. Co., lights.....	11 50	
Balance on hand.....		\$800 53
		142 12
		\$942 65

An appropriation of \$800 is requested for the next six months.

David Felmley, in Account with the Library Fund.

RECEIPTS.

Balance on hand May 29, 1901.....	\$ 54 04	
Order on Treasurer, No. 2707, July 6, 1901.....	200 03	
Order on Treasurer, No. 2711, August 14, 1901.....	300 00	
		\$554 04

EXPENDITURES.

Voucher.		
1. Clara Ela, pictures.....	\$ 1 76	
2. A. C. McClurg, books.....	11 51	
3. Ange. V. Milner, library supplies.....	7 79	
4. Pantagraph Printing and Stationery Co., library supplies.....	7 15	
5. A. C. McClurg, books.....	3 90	
6. D. Appleton, cyclopedia.....	6 05	
7. P. A. Coen & Son, books.....	7 70	
8. Library Bureau, 5,000 white cards.....	9 55	
9. Pantagraph Printing and Stationery Co., binding.....	24 40	
10. Milford Johnston, summer work.....	30 00	
11. J. E. Crew, express and freight.....	4 27	
12. Sam Valentine, hauling.....	2 50	
13. J. E. Crew, express.....	4 37	
14. Chester D. Marquis, assistant in library.....	50 00	
15. J. E. Crew, express.....	2 34	
16. A. V. Milner, library supplies.....	5 00	
17. D. C. Heath, Heart of Oak.....	2 45	
18. School and Home Education, subscription.....	1 25	
19. W. H. Moore, periodicals.....	108 09	
20. Pantagraph Printing and Stationery Co., binding.....	110 20	
21. Milford Johnston, vacation services.....	10 00	
22. W. W. McKnight, subscription to Pantagraph.....	1 70	
23. Rand, McNally & Co., readers.....	1 25	
24. Silver, Burdett & Co., readers.....	4 55	
25. A. C. McClurg, books.....	3 66	
26. A. C. McClurg, books.....	2 32	
27. C. A. Nichols Co., history.....	5 00	
28. A. M. Johnson, payment on Warner library.....	24 14	
29. A. C. McClurg & Co., books.....	17 06	
30. Detroit Photographic Co., 6 colored photos.....	6 20	
31. A. C. McClurg & Co., books.....	1 35	
32. Pantagraph Printing and Stationery Co., library supplies.....	7 45	
33. A. C. McClurg & Co., books.....	24 96	
34. A. C. McClurg & Co., books.....	12 08	
35. Pantagraph Printing and Stationery Co., binding.....	18 70	
36. Ange. V. Milner, petty expenses.....	7 53	
Balance on hand.....		\$548 15
		5 90
		\$554 04

An appropriation of \$500 is respectfully asked for the ensuing six months.

ILLINOIS STATE NORMAL UNIVERSITY.

NORMAL, ILL., December 17, 1901.

David Felmley, President Illinois State Normal University:

Sir—I herewith present statement of the Natural Science Fund:

RECEIPTS.

Balance on hand May 28, 1901	\$ 37 48	
Order on treasurer, Oct., 1901	125 00	
		\$162 48

EXPENSES.

Vouchers.		
1. G. F. Moon, frogs.	\$ 1 50	
2. Continental Packing Co., plucks.	3 00	
3. Henry Holt & Co., books	2 38	
4. J. C. Coblentz, camera.	11 15	
5. John B. Chapman, fish.	1 15	
6. Von Lengerke & Antoine, ammunition.	9 12	
7. American Book Co., book	1 44	
8. The Fair, frogs.	3 75	
9. B. P. Colton, goat heads	21 00	
10. Wakefield Shoe Co., wading boots.	3 74	
11. Bentley & Hurst, shells and repairs.	5 65	
12. Macmillan Co., book	2 94	
13. G. O. Shields, magazine	1 00	
14. Wm. B. Walrath, magazine.	2 00	
15. A. Booth & Co., fish	1 98	
16. Wm. Crapp, bees.	2 50	
17. Continental Packing Co., plucks.	18 75	
18. Carter Harris, feed, etc.	2 65	
19. B. P. Colton, current expenses.	43 00	
Balance on hand	23 78	
		\$162 48

The Natural Science Department will need \$150.00 for the next six months.

Respectfully submitted,

B. P. COLTON.

ILLINOIS STATE NORMAL UNIVERSITY,

NORMAL, ILL., Dec. 16, 1901.

David Felmley, President Illinois State Normal University:

Dear Sir—I herewith present statement of the Physical Science Fund:

RECEIPTS.

Oct. 9—Treasurer's order	\$175 00
--------------------------------	----------

EXPENSES.

Voucher.		
1. A. E. Stout, chemicals and alcohol.	\$ 7 20	
2. A. E. Stout, alcohol.	10 00	
3. A. E. Stout, acetylene lamp and carbide.	2 45	
4. Geo. H. Coen, pencil sharpener.	3 50	
5. McKnight & McKnight, $\frac{1}{2}$ doz. copies Freer's Chemistry and rubber bands.	4 60	
6. H. W. Stillhammer & Co., lumber.	2 45	
7. M. J. Holmes, bringing barometers from Chicago	2 00	
8. Chicago Calcium Light Co., oxygen and gauge	8 38	
9. Curtis & Cameron, copy of "The Sciences"	4 00	
10. Chicago Lab. Supply & Scale Co., measuring instruments.	76 10	
11. Fred D. Barber, itemized sundries	12 00	
Total	\$132 68	
Dec. 16—Balance on hand	42 32	
		\$175 00

The Department of Physical Science will need \$175.00 for the next six months.

Respectfully submitted,

FRED D. BARBER.

REPORTS OF STANDING COMMITTEES.

AUDITING AND FINANCE COMMITTEE—REPORT NO. 1.

To the Board of Education of the State of Illinois:

Your Committee on Auditing and Finance, to whom was referred the report of F. D. Marquis, treasurer, showing balance on hand of \$9,049.52 with the accompanying vouchers beg leave to report that they have examined the same and find it correct. They recommend it be approved.

G. B. HARRINGTON,
CHARLES L. CAPEN,
W. R. SANDHAM,

Com. on Auditing and Finance.

And, on motion of Mr. Harrington, the report was adopted.

REPORT NO. 2.

To the Board of Education of the State of Illinois:

Your Committee on Auditing and Finance, to whom was referred the report of Mr. B. P. Colton, in account with the natural science fund beg leave to report that they have examined the same, with the accompanying vouchers and find the same correct. They recommend \$150 be appropriated to this fund for the next six months, as asked for.

G. B. HARRINGTON,
CHARLES L. CAPEN,

Com. on Auditing and Finance.

The question being upon the adoption of the report, the roll call resulted as follows: Yeas, 8; nays, 0.

And the report was adopted.

Those voting in the affirmative were: Messrs. Bayliss, Capen, Gastman, Green, Harrington, Kimbrough, Sandham, Walker.

REPORT NO. 3.

To the Board of Education of the State of Illinois:

Your Committee on Auditing and Finance, to whom was referred the report of Mr. Fred D. Barber showing balance on hand of \$42.32 beg leave to report that they have examined the same with the accompanying vouchers and find the same correct. They respectfully recommend an appropriation be made to this fund for the next six months of \$175 as asked for.

G. B. HARRINGTON,
CHARLES L. CAPEN,
W. R. SANDHAM,

Com. on Auditing and Finance.

The question being upon the adoption of the report, a roll call was ordered, which resulted as follows: Yeas, 8; nays, 0.

And the report was adopted.

Those voting in the affirmative were: Messrs. Bayliss, Capen, Gastman, Green, Harrington, Kimbrough, Sandham, Walker.

REPORT NO. 4.

To the Board of Education of the State of Illinois:

Your Committee on Auditing and Finance, to whom was referred the report of President Felmley in account with the contingent fund, showing balance on hand of \$142.12, beg leave to report that they have examined the same, with the accompanying vouchers, and find it correct. They recommend an appropriation to this fund for the ensuing six months of \$800, as asked for.

G. B. HARRINGTON,
CHARLES L. CAPEN,
W. R. SANDHAM,

Committee on Auditing and Finance.

The question being upon the adoption of the report, a roll call was ordered, which resulted as follows: Yeas, 7; nays, 1.

Those voting in the affirmative were: Messrs. Bayliss, Capen, Gastman, Harrington, Kimbrough, Sandham and Walker—7.

In the negative: Mr. Green—1.

And the report was adopted.

REPORT NO. 5.

To the Board of Education of the State of Illinois:

Your Committee on Auditing and Finance, to whom was referred the report of President David Felmley in account with the library fund, showing balance on hand \$5.90, beg leave to report that they have examined the same, with the accompanying vouchers, and find it correct. They recommend an appropriation for this fund of \$500 for the ensuing six months, as asked for.

G. B. HARRINGTON,
CHARLES L. CAPEN,
W. R. SANDHAM,

Committee on Auditing and Finance.

A roll call being ordered on the question of adopting the report, resulted as follows: Yeas, 8; nays, 0.

Those voting in the affirmative were: Messrs. Bayliss, Capen, Gastman, Green, Harrington, Kimbrough, Sandham and Walker—8.

And the report was adopted.

Mr. Gastman moved that the matter of the purchase of Venetian blinds for the main building, in accordance with the special appropriation for that purpose by the act of May 10, 1901, be referred to the Committee on Buildings and Grounds, with power to act.

And the motion prevailed.

Mr. Capen moved that the Committee on Buildings and Grounds be authorized and instructed to contract for and fit up the gymnasium with lockers, at a cost not to exceed \$800.

The question being on the adoption of Mr. Capen's motion, a roll call was ordered, which resulted as follows: Yeas, 8; nays, 0.

And the motion prevailed.

Mr. Capen offered the following resolution and moved its adoption:

Resolved, That the president of the board be and hereby is, authorized to sign, in the name of the board, at his discretion, any petition to the town authorities of Normal for the construction of a street railroad or any other public improvement in any street or streets abutting upon the lands or grounds belonging to the university.

The resolution was adopted without dissent.

THE COMMITTEE ON TEACHERS AND SALARIES.

To the Board of Education of the State of Illinois:

Your Committee on Teachers and Salaries begs leave to report that in accord with the recommendation of our last report we have appointed George H. Howe, professor of mathematics, at a salary of \$2,000 per year; Miss Chestine Goudy teacher of grammar, and Miss Mary Judson Averett teacher of geography. We desire the board to confirm our action.

We recommend the extension of the summer school to 12 weeks and that the president of the school and committee be authorized to secure the needed teachers and lecturers and that the extra summer pay roll above the tuition shall not exceed \$1,000.

P. R. WALKER,
G. B. HARRINGTON,

Committee on Teachers and Salaries.

And the report was adopted.

REPORT OF COMMITTEE ON PRACTICE DEPARTMENT.

NORMAL, ILLINOIS, Dec. 18, 1901.

A majority of the members of your committee on the practice department met here November 12, 1901, and spent the day observing the work of this department of the Illinois Normal University. We take pleasure in reporting that we found everything in a very satisfactory condition. The critic teachers were enthusiastic and painstaking in their work. We heard some half dozen class exercises conducted by pupil teachers. With possibly one exception, the teachers were enthusiastic and the children were not suffering from inefficient teaching. We were especially gratified to find that a very pleasant and helpful spirit pervaded all departments of the work. We desire to emphasize this fact because we believe that really satisfactory school work cannot be done where the spirit of mutual helpfulness does not prevail among pupils and teachers.

In conversation with some of the citizens of the town, we learned that the parents of the children were very generally well satisfied with the new relations established last September between the University and the district schools.

Your committee begs to suggest that all possible care should be exercised in the selection of the critic teachers. It is their duty, in the first place, to protect the children as fully as possible from the effects of inefficient teaching on the part of the pupil teachers. If this is not done very carefully the parents will rightfully object to a continuance of the present system of coöperation in this work between the University and the Normal public schools. On the other hand they must so present their criticisms that the young teachers will be inspired to do the very best work that is possible under the conditions that prevail in the practice schools. It is easy to find fault and discourage, but it is generally difficult to point out defects in such a spirit that the young teacher will be aroused to higher efforts by his failures. The critic teacher who can do it deserves the highest praise and a good comfortable salary.

We respectfully suggest to the president of the University that it is very desirable that the system of training for pupil teachers be so extended that every candidate for graduation shall have full charge of a regular school room with from 35 to 40 pupils for at least ten half days before he is granted a diploma. This experience would give some assurance that he is able to teach and manage an average school.

Respectfully submitted,

E. A. GASTMAN, Chairman,
A. BAYLISS,
WILLIAM R. SANDHAM,
Committee.

Mr. Bayliss offered the following resolution, which was adopted without dissent:

Resolved, That the name and title of the Committee on Library be so changed that hereafter the said committee shall be known as, and called, the Committee on Library and Museum.

UNPAID BILLS.

To the Board of Education of the State of Illinois:

Your Committee on Auditing and Finance, to whom was referred the unpaid bills as follows:

BILLS BEFORE THE BOARD.

GENERAL FUND.

Cole Brothers, balance on carpets	\$ 56 88
George Brand & Son, desk	18 00
G. A. Ensenberger, chairs.....	37 50
Holder, Athey & Co., balance on tile floor.....	\$149 51
repairs in gymnasium	23 97
Thomas Sylvester, brick work to date.....	173 48
Keiser Van Leer Co., new sheet on boiler.....	35 05
Hartford Steam Boiler Inspect. Co., Insurance.....	289 23
J. W. Moore, stay rods in gymnasium	50 00
Normal Electric Light & Power Co., electric lights in gymnasium.....	27 00
Mrs. Sherman Hunt, laundering towels	75 63
Mrs. Clarence Crisler, laundering towels	27 85
Charles Jepson, police service	4 32
hire of horse	\$15 50
W. A. Stansbury, iron work in laboratory.....	44 00
McLean County Coal Co., coal.....	59 50
George Champion, Hardware, vent, tunnels	10 33
H. W. Stillhamer & Co., miscel. lumber	45 60
Adam Saal, cement work.....	51 72
	59 95
	197 15

SPECIAL APPROPRIATIONS.

Adam Saal, water closets practice school.....	\$208 93
Frank Morrison, plumbing in chemical laboratory.....	166 63
plumbing in gymnasium building	307 92
plumbing for biological laboratory	35 57
radiators in practice school	95 26
Union Gas and Electric Co., gas main for gymnasium.....	100 00

Beg leave to report that they have examined the same and find each of them correct. They recommend that each of these bills be ordered paid.

G. B. HARRINGTON,
CHARLES L. CAPEN,
W. R. SANDHAM,

Committee on Auditing and Finance.

The report was adopted, and the bills were ordered paid.

The following letter from the class of 1902, of the University, was read by the secretary:

NORMAL, ILL., Dec. 18, 1901.

To the Board of Education of the State of Illinois:

WHEREAS, By a vote of the senior class of the Illinois State Normal University, it was found that a majority of 82 over nine preferred to have an orator as its commencement speaker instead of the seven class speakers as heretofore, and

WHEREAS, It lies in your power to effect this change, we, the seniors of the Illinois State Normal University, do most respectfully petition your honorable body to grant us this favor.

WILLIAM H. KUMMER,

President Class 1902.

After some consideration, it was ordered that the secretary be instructed to reply to the class of 1902, that, in the judgment of the board it is not expedient at this time to change the established custom of the school in this respect.

A committee of students, representing the "Vidette," a University publication, appeared and requested the board to order a full page advertisement in the said "Vidette."

Mr. Kimbrough moved that the president of the University be authorized to advertise the school in accordance with the foregoing request, the rate not to exceed \$21 a year.

A roll call being ordered, resulted as follows: Yeas, 8; nays, 0.

And the motion prevailed.

Those voting in the affirmative were: Messrs. Bayliss, Capen, Gastman, Green, Harrington, Kimbrough, Sandham and Walker, 8.

Mr. Bayliss moved that the president of the University be authorized to expend not to exceed \$25 in subscriptions to the "Vidette," the copies thus paid for to be distributed to high schools in Illinois in his discretion.

A roll call being ordered, resulted as follows: Yeas, 7; nays, 1.

And the motion prevailed.

Those voting in the affirmative were: Messrs. Bayliss, Capen, Gastman, Harrington, Kimbrough, Sandham and Walker.

In the negative, Mr. Green.

Mr. Capen from the Committee on Buildings and Grounds made an oral statement in regard to the title to lot 13, block 13, in the western addition to the city of Bloomington, abutting on the right of way of the Chicago & Alton railroad, and moved that the matter be referred to the president of the board, with authority to execute a deed for the same in his discretion.

Which motion prevailed.

Mr. Walker moved that the president of the University be authorized and instructed to take initial steps toward a "school garden" on the two acres of ground belonging to the University, lying in the block bounded on the north by Mulberry street, east by University avenue, south by Sudduth road, and west by Main street.

The motion prevailed, and it was so ordered.

Mr. Walker moved that the president of the University be instructed to investigate as to cost of a green house suitable to the needs of the school, and report the same at the next regular meeting of the board.

The motion prevailed, and it was so ordered.

At the hour of 11:50 a. m. Mr. Walker moved that the board do now adjourn.

The motion prevailed,

And the board adjourned.

ALFRED BAYLISS,

Secretary.

WILLIAM H. GREEN,

President.