

MINUTES

OF

1888

January 13, 1899

The committee met at the call of the Chairman

Present the Chairman

Mr. Austin

Mr. Townsend

Mr. Woolworth

The minutes of the last meeting were read and approved.

The answer of the Principal to the inquiries directed at the last meeting to be communicated to him, were presented & read by chairman.

The resignation of Miss Mary E. Howell teacher of arithmetic and grammar was presented by the Secretary & accepted.

The following resolutions were adopted.

Resolved that before the commencement of each term the Principal be directed to furnish the Secretary with a list of such books and stationery, as will be required during that term, and that the Secretary make the purchases where they can be made on the most advantageous terms.

Resolved that whenever the payment of tuition in the Experimental or primary departments is delayed more than one month from the commencement of the term that the bills for such tuition be delivered to the treasurer for collection.

Resolved that the tuition in the experimental school be advanced to sixteen dollars a term beginning with the next term.

Communications were read from several members of the Faculty, and were laid over for future consideration.

It was on the suggestion of the chairman ordered that hereafter mileage be paid to all scholars who enter the School with provisional as well as regular appointments.

The Committee then adjourned.

January 30, 1966

Present the Chairman

Mr. Austin

Mr. Townsend

Mr. Woolworth

Mr. Pruyn

The proceedings of the last meeting were read & approved.

Mr. Pruyn stated that his absence from the meetings of the Committee since June 5 had been by reason of his absence from the country.

The Secretary was directed to request the Principal and Professors respectively to present to the committee in writing their views in regard to any changes which they may deem important in the conditions for admission the programme & subjects & course of study, the requirements for graduation, and on any other points which in their judgement may be important to be considered to improve the character and efficiency of the school.

The Principal was requested to make inquiries for a suitable person to fill the vacancy occasioned by

the resignation of Miss Howell.

The Secretary was directed to furnish the Principal with copies of the papers received at the last meeting of the committee from the faculty.

A communication from Prof. Kimball dated Jan. 22, 1866, containing charges against the Principal was read; whereupon the Secretary was directed to request Prof. Kimball to furnish specifications of the charges preferred by him.

A communication from Prof. French was read asking that his position and duties as Professor of the Theory & Practice of teaching may be defined by the committee.

The committee then adjourned.

(List of graduates of February 1, 1866
was inserted here)

February 5, 1866

The committee met at the call of the Chairman

Present the chairman.

Mr. Austin

Mr. Townsend

Mr. Woolworth

Mr. Pruyn

The minutes of the last meeting were read and approved.

The draft of the Annual Report to the Regents and the Superintendent of Public Instruction was read &

referred to Mr. Austin & Mr. Pruyn to revise with power.

The committee then adjourned.

February 12, 1866

The committee met at the call of the Chairman.

Present the Chairman

Mr. Austin

Mr. Townsend

Mr. Woolworth

The Secretary stated that he had received from Prof. Kimball specifications to the charges preferred by him against the Principal as requested by the committee at their meeting on the 20th ult. and he was directed to furnish the Principal with a copy of the same.

The committee then adjourned.

February 21, 1866

The Committee met at the call of the Chairman.

Present the Chairman, Mr. Austin

Mr. Townsend

Mr. Woolworth

Mr. Pruyn

The minutes of the last meeting were read and approved.

The charges & specifications preferred by Prof. Kimball against the Principal with his answers, to the same were read in their respective order, and without concluding the same, the committee adjourned to tomorrow

morning at ten & a half o'clock.

Feb. 22, 1886

The committee met according to adjournment.

Present the Chairman

Mr. Townsend

Mr. Woolworth

Mr. Pruyn

The reading of the charges and specifications and answers of the Principal commenced at the last meeting was resumed & concluded and further action on the same was postponed to a future meeting.

Miss Kate Stoneman a graduate of the 43c term was appointed to fill the vacancy occasioned by the resignation of Miss Mary E. Howell.

The Committee then adjourned.

Feb. 23, 1886

The committee met at the call of the chairman

Present the chairman

Mr. Austin

Mr. Townsend

Mr. Woolworth

Mr. Pruyn

The minutes of the last two meetings were read and approved.

The Secretary stated that Miss Stoneman had declined the appointment tendered her at the last meeting

of the committee. Whereupon on the recommendation of the Principal, Miss Mary A. Ripley of Buffalo was appointed.

Answers by the Principal to the several papers received from the faculty, and copies of which were directed at the meeting of January 30 to be furnished him, were submitted by the Chairman and directed to be placed on file.

The Committee then adjourned.

(Program of graduation exercises for July 12, 1866 was inserted here)

August 28, 1866

The committee met at the call of the chairman.

Present the Chairman

Mr. Townsend

Mr. Woolworth

Mr. Pruyn

The Hon. Anos Dean having been appointed a member of the committee in place of Hon. Charles L. Austin deceased appeared and took his seat.

At this the first meeting since the decease of Mr. Austin the following resolution was unanimously adopted.

Resolved that it is with unfeigned sorrow we are called to record the death of the Hon. Charles L. Austin the Senior member of this committee, in whose death the school has lost a warm & devoted friend, and the committee

a discreet and wise associate and that we will ever cherish his memory in grateful remembrance.

It was ordered that the Secretary communicate a copy of this resolution to the family of the deceased.

The chairman stated that he had received the resignations of Miss Eastman and Miss Ripley teachers in the School, and that the matter of supplying the vacancies thus occurring was the special business on which the committee was convened. After extended conversation on the subject it was resolved that Miss Kate Stoneman be appointed in place of Miss Ripley. The resignation of Miss Eastman was laid on the table and the Chairman was requested to ascertain from her whether an increase of salary would induce her to withdraw it.

The Secretary stated that he had received communications from Professors Jewell Cooley & Kimball in regard to the programme & course of Studies, in response to the request of the Committee of Jan. 30 last. The Chairman stated that he had been informed by the Principal that he would soon be prepared to present his views on the subject.

Mr. Dean was appointed on the committee to audit the treasurer's accounts in place of Mr. Austin.

The Committee then adjourned.

Sept. 12, 1886

The Committee met at the call of the Chairman

Present the Chairman

Mr. Woolworth

Mr. Dean

The Chairman stated that he had received, a communication from Miss Eastman declining to withdraw her resignation. Further action on the subject of filling the vacancy was postponed. The treasurer presented a bill of \$45.25 from the Janitor for cleaning the school building, which he was authorized to pay.

The committee then adjourned.

Sept. 29, 1906

The committee met at the call of the Secretary by direction of the chairman, as was obliged to be absent from the city.

Present Mr. Townsend

Mr. Woolworth

Mr. Pruyn

The minutes of the meetings of Feb. 29, Aug 26 & Sept. 12, were read & approved.

The Secretary stated that Miss Stoneman has accepted her appointment made on the 20th inst. & that she had entered on her duties.

Also that the Principal had stated to him that in his opinion such an arrangement of the classes in the Normal School could be made, that the service of Miss Stoneman there could be dispensed with, and that she could be transferred to the position of assistant in the Experimental

Department. Whereupon it was resolved that the Principal be authorized to make such arrangement as he may find necessary of the programme and recitations that Miss Stoneman may be transferred to the Experimental Department as assistant to the Superintendent.

The Secretary from the Committee on text books recommended that the common school Geography by Prof. Elliot be substituted both in the Normal & Experimental schools for the book now in use which was agreed to, and he was authorized to make such arrangements with the publishers for their introduction as he should judge proper.

The following resolution was adopted:

Resolved that whenever teachers are prevented by sickness or other unavoidable causes from attendance on their school duties they shall give the earliest practicable notice to the Principal and on other occasions shall be absent only with his consent.

The committee then adjourned.

October 2, 1886

The Committee met at the call of the Chairman

Present all the members.

The minutes of the last meeting were read. The chairman & Mr. Dean who were not present at that meeting expressed their concurrence in the proceedings, and the minutes were approved.

The Secretary stated that Miss Funnelle the

teacher of the Primary Department had requested him to say to the committee that she had received a proposal from the Superintendent of Schools in the city of Indianapolis, to the Charge of a Primary & Training Department of the schools of that city, at a salary of One thousand dollars and that she felt it due to the committee to inform them of this offer before accepting it.

After considerable conversation and in view of some reorganization of the Departments of the school which seem desirable no action was taken on the subject.

The Chairman stated that it seemed highly desirable that aid should be rendered by some of the teachers of the school to the instruction of Teachers Institutes, some of which are now in session, so far as such aid can be rendered without serious inconvenience to the school. Whereupon it was resolved that the matter of absences for such purpose be referred to the chairman & Principal for their decision in each particular case.

The Committee then adjourned.

October 23, 1866

The Committee met at the call of the secretary

Present Mr. Townsend

Mr. Woolworth

Mr. Pruyn

Mr. Dean

The minutes of the last meeting were read & approved.

The Secretary read a letter from the Chairman under date of yesterday, saying that he was suffering under severe illness, and that by the advice of his physician he must leave the city for his family in Buffalo, and requesting that the committee would proceed with such arrangements as they should deem proper to fill the place of Miss Funnelle whose resignation he had understood had been formally received. The Secretary then laid before the committee a written communication from Miss Funnelle, tendering her resignation as Principal of the Primary Department and asking that may take effect the first or at the latest the second week in November.

The letter of the chairman above referred to states that Mr. Sheldon, Principal of the Normal & Training School of Oswego had informed him that he can supply a teacher of superior qualifications for the position held by Miss Funnelle.

Whereupon the Secretary was directed to confer with the Principal on the subject and if no reasons are suggested to render such action inexpedient, to visit Oswego for the purpose of conference with Mr. Sheldon & the teacher recommended by him to the chairman, with power to tender her the situation.

The Secretary was directed to make the following entry on the minutes & to communicate it to Miss Funnelle.

The committee receive with unfeigned regret the resignation of Miss Funnelle of the position which for

more than two years she has held as Principal of the Primary department of the Normal School, and they bear the fullest testimony to the ability faithfulness and devotion with which she has discharged her duties. She carries with her the best wishes of the Committee for her success in the new field of labor to which she is called.

The Committee then adjourned.

Nov. 19, 1888

The committee met at the call of the chairman.

Present all the members.

The minutes of the last meeting were read and approved.

The Secretary stated that after consultation with the Principal as directed at the last meeting of the Committee, he visited Oswego in company with Mr. Townsend and on the recommendation of Mr. Sheldon Principal of the Oswego Normal & Training School, and after having seen Miss Rebecca Jones both in recitation & in charge of classes they engaged her to take charge of the Primary Department at such time as it should become necessary for Miss Funnelle to leave. The committee unanimously expressed their approval of the arrangement and directed the Secretary to request Miss Jones to spend several days in the school with Miss Funnelle.

The employment of a permanent assistant in the Experimental Department, and the transfer of Miss Stoneman to the Normal School was referred to the Chairman

and Secretary with power.

The Chairman stated that he had been informed that there was some probability that Miss Eastman might be induced to return and the committee expressed their desire that she should do so, and requested the chairman to write to her to that effect.

It was ordered that after the present term the charge for tuition in the Experimental School be advanced to twenty dollars a term, and in the Primary Department to fifteen dollars and that ten additional seats be placed in the Primary School.

It was stated by the Treasurer that in some cases in which teachers had been absent in attendance on Teachers' Institutes, their salaries had been paid in full, when they had at the same time received compensation for service at the Institutes from the Department of Public Instruction, thus receiving for the time being two salaries from the public funds.

It was ordered that hereafter the power of determining when absences for such service may be proper shall be continued in the discretion of the Chairman & Principal, but that in all cases in which teachers receive compensation from that Department, for the time during which they are so paid, their salaries in the school shall be suspended and the Secretary was directed to communicate this order to the Principal for the information of the teachers.

The Committee then adjourned.