

COLLEGE ARCHIVES

Edinboro, Pa.
August 2, 1935

The regular meeting of the Board of Trustees of the Edinboro State Teachers College was held in the Chamber of Commerce Rooms, Erie, Pennsylvania, Friday, August 2, 1935 at 10:00 o'clock, C. C. Eaton, Chairman, presiding.

Members present were Judge McLaughrey, Messrs. C. C. Eaton, F. A. Loveland, J. K. Earp, L. E. Torry, Mrs. Mabel M. Burton, Mrs. Annette Grumbine, Mrs. Augusta B. Fleming and Mrs. Helen Schluraff.

Upon motion of Mr. Earp, seconded by Mr. Loveland, the minutes of the meeting held June 19, 1935 were approved and ordered placed on file.

Upon motion of Mrs. Burton, seconded by Mr. Earp, bills amounting to \$5,431.37 were approved for payment.

1934-35 Appropriation

Upton Lang Company	Contracted repairs	\$2,000.00
Noel Harned	Repairs to truck	5.00
Domestic Fuel Company	Coal	573.80
C. Wilbur Billings	Installing curbs	83.82
Offerle Floral Company	Rental - ferns	4.00
Cleaning Materials & Chemicals Company	Cleansing powder	7.00
Keps Electric Company	Electrical supplies	2.84
McCrary Rodgers Company	Lumber	273.00
J. Jacob Shannon	Nails	4.90
C. A. Curtze Company	Bon Ami	17.50
Dep't. Property & Supplies	Office supplies	1.46
Telegraph Printing Company	Office supplies	.25
Putnam's Book Store	List of H. S. Seniors	5.00
Penna. Electric Company	Light & power	267.59
Turner Bros.	Weighing coal	26.25
Donahue Bros.	Boiler insurance	130.00
Meyers & Johnson	Architect fees	78.31
Telegraph Printing Co.	Office supplies	.38
Irwin Transportation Co.	Cartage	4.10
N. E. Schruers	Milk	9.17
B. G. Cochran	Grading at Pres. Home	83.20
Meyers & Johnson	Architect fees	86.68
Northwest Elec. Const. Co.	Material & time-switchboard	67.24
	Total	3,731.49

1935-36 Appropriation

Burroughs Adding Machine Co.	Office supplies	1.15
Dep't. of Welfare-Pris.Lab.	Office supplies	5.95
Edward Eichenlaub	Meat	4.73
Edinboro Co-Op. Assoc.	Cement	.72
Palace Hardware House	Door catches	7.94

Zindel & Stauffer	Hardware	2.00
Carmon Ross	Traveling expenses	32.75
Domestic Fuel Company	Coal	426.40
Walker Bros.	Welding	.75
Armour & Company	Meat & butter	45.35
Firch Baking Company	Bread	8.36
Jacob Haller Company	Groceries	27.76
Hill Mill Ice Cream Co.	Ice cream	4.28
Jolleys Pharmacy	Ice cream	2.40
Loblaw Groceterias	Coffee	2.55
Brady Pratt	Milk	16.50
Red & White Stores	Groceries	29.58
Swift & Company	Meat	32.90
Sybrant & Case	Eggs & chicken	14.15
United Fruit & Produce Co.	Produce	32.99
Jolleys Pharmacy	Ice cream	1.85
Austin Company	Hardware	1.73
General Chemical Company	Instructional supplies	3.12
Zindel & Stauffer	Washers	.63
Penna. Telephone Corp.	Rental & tolls	107.12
Bor. of Edinboro-Water Dept.	Water consumed	103.67
A. J. Welch	Repairing door check	1.50
Appleby Bros. & Whittaker	Bath tub stoppers	1.58
Erie Co. Milk Assoc.	Cream & ice cream	7.12
Erie Fish Company	Fish	1.68
Firch Baking Company	Bread	9.86
Jacob Haller Company	Tea	4.00
Loblaw Groceterias	Coffee	5.10
Red & White Stores	Groceries	14.72
Sybrant & Case	Meat & eggs	34.94
United Fruit & Produce Co.	Produce	25.38
Armour & Company	Evaporated milk	17.04
Francis H. Leggett & Co.	Canned fruit	11.42
General Desserts Corp.	Gelatine	13.62
Harrisburg Groc. Company	Knox gelatine	8.50
R.C. Williams & Company	Canned fruit	10.42
Dep't. of Welfare-Pris. Lab.	Printing	9.99
M. E. Schruers	Milk	8.30
Appleby Bros. & Whittaker	Plumbing supplies	23.18
J. T. Baker Chemical Co.	Instructional supplies	1.90
Colorado State Tea. Col.	Tests	27.49
Erie Window Glass Company	Instructional supplies	2.00
Industrial Paint Company	Instructional supplies	.34
Jarecki Mfg. Company	Hardware	1.51
Merck & Company	Instructional supplies	4.69
Zindel & Stauffer	Fly swatters & batteries	2.40
Dispatch-Herald	Advertising	3.00
Erie Daily Times	Advertising	3.00
Penna. Electric Company	Electrical service	20.79
Armor Electric Mfg. Co.	Rewinding coil	3.90
Atlantic Refining Co.	Cup grease	2.50
Enterprise Poultry Co.	Poultry	19.52
Firch Baking Company	Bread	6.24
Hock Paint & Chemical Works	Paint	109.60
Hygrade Sylvania	Electric lamps	13.18
Red & White Stores	Groceries	22.80
Sybrant & Case	Meat & butter	43.34
United Fruit & Produce Co.	Produce	23.47

Edward Eichenlaub	Meat	9.20
Appleby Bros. & Whittaker	Iron pipe	26.79
Cooper Swift Company	Putty & patching plaster	1.35
Jacobsen Mfg. Company	Sickle blade	7.50
Scientific Equip. Company	Instructional supplies	5.64
Zindel & Stauffer	Screening	.85
J. K. Earp	Traveling expenses	32.10
Carmon Ross	Traveling expenses	33.00
M. A. Bruder & Sons	Putty & paint	22.15
Cusack Hardware Company	Screens	.28
Empire Provision Company	Grape juice	5.60
Firch Baking Company	Bread	5.00
Jolleys Pharmacy	Ice cream	5.30
Lowry Electric Company	Attachment plugs	.84
Red & White Stores	Groceries	17.13
Seeman Bros.	Preserves	9.25
Swift & Company	Meat	3.96
United Fruit & Produce Co.	Produce	9.36
R. C. Williams & Company	Grapefruit juice	11.92
Paxson Mfg. Company	Sweeping compound	6.90
Erie Co. Milk Assoc.	Cream & ice cream	8.06
Lake Shore Ice Cream Co.	Ice cream	4.20
Brady Pratt	Milk	20.25
Atlantic Refining Co.	Engine oil	15.90
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	Total	1,699.88

Dr. Ross explained the following agenda in detail.

- I. Minutes
- II. Bills and their approval
- III. Report of last meeting of Board of Presidents
- IV. Contract for Coal - Bids. Domestic Fuel Co., lowest bidder
- V. Request for refund of Advance Registration Fee of \$10. to Mrs. Barker
- VI. Brief resume finances past year, 1934-35
 - (1) Unrequisitioned balance - change in last contract Music Hall - Difficulty in doing so, or apply to purchase of materials for same.
- VII. Finances 1935-36. Brief resume
 - (a) State appropriation \$3,200,000.
 - (b) Basis for allocations - Explain formula
 - (c) Effect on Edinboro
 - (d) How meet the certain deficit?
- VIII. The Instructional Staff - Curtailments necessary
 - (1) Letter sent members of faculty
 - (2) At least four members must be dropped or given leave of absence
- IX. Enrollments

1934-35.	319
Summer Session . . .	124
Prospects for 1935-36	
- X. The Summer Session

Expenditures, Receipts, Salaries	
(See formula) Success	
- XI. Necessary and urgent repairs
 - (1) See statement to Department
 - (2) Need for materials and difficulty in securing them.

- XII. Capital Outlay
- (1) FWA Projects - Status
 - (2) Dean's Office - Several possible ways of having work done:
 - (a) Outright contract
 - (b) FWA if college furnishes materials - difficulty. This improvement very important to the College
- XIII. Dormitory situation - Reservations July 31, 75
See Housing Regulations
- XIV. Co-operative Teachers
- (1) Number needed - Erie - Edinboro
Four rural schools
- XV. Plans for 1935-36 - See copy of Spectator
- (1) Compensation - Approval by Department
Plan at Erie - All new Elementary Teachers, \$50. per student teacher per semester, to be added to salary paid by Erie. Maximum \$400. To those with 5 or more years of experience - \$75 per student per semester
 - (2) Compensation H.S. - \$25. per student per semester. Amount not exceeding \$100 per semester.
 - (3) Compensation at Edinboro - Situation different
Board will pay elementary teachers basic salary of \$1,000. a year. Miss Brosi will receive \$900 additional; Miss Cooper \$800; Miss Maud Howard \$800. From grade 7 on, Miss Blanch Howard will receive \$400. in addition to H. S. minimum of \$1,170; to five others \$100. each.
 - (4) To Dr. Foster \$1,500. (Tentative)
Summary Co-operative Program costs,
Erie.....\$5,000.
Edinboro..... 4,800.
\$9,800.
Last year, including Mr. Robb..\$13,677.
Includes new Director and five additional critic teachers at Edinboro

Upon motion of Mr. Loveland, seconded by Mrs. Burton, the Board approved the request for refund of advance registration fee of \$10.00, made by Margaret M. Barker.

Dr. Ross reported that it was necessary to give a leave of absence to Miss E. Grace Graham, Miss Margaret Smith and Mr. S. M. Robb and to retire Mr. Wallace J. Snyder. This was made necessary by the new allocation of State Funds which was much less than the allocation for the last biennium.

Dr. Ross had called the attention of the Board of Trustees that, at the meeting of the Board held March 20, 1935, he had been authorized to notify all the instructors that their employment and salary would be subject to the enrollment and budgetary limitations. Also, to the action of the Board authorizing him to make such arrangements with the faculty as be necessary to keep in harmony with enrollments and budgets.

Dr. Ross reported that summer term salaries had been determined by the following formula:-

I. PRINCIPLES:

- (1) Summer Session must be self-supporting. This means that all instructional salaries, deans' salaries, and dining room service, nurse and librarian, must be met out of the fees collected. Maintenance and operation salaries are not included.
- (2) Larger classes must help support smaller classes. In this way, alone, can all the courses elected be offered. This means that a few instructors, the number of whose students warrant maximum salary, will receive a somewhat smaller salary to make possible the employment of all the instructors.

II. FORMULA:

- (1) The basis for the salary computation is $\frac{1}{3}$ of $\frac{1}{6}$ of the nine months salary for each three hour course taught, provided the number of students in said course warrants this basis.
- (2) No instructor shall receive more for a three semester hour course than $\frac{1}{3}$ of $\frac{1}{6}$ of the nine months salary, even though the number of students pursuing said course nets a larger earning power for said course.
- (3) No instructor to receive more than $\frac{1}{3}$ of $\frac{1}{6}$ of the regular nine months salary, unless two courses are taught aggregating at least twenty students or sixty semester hours of work, in which case $\frac{2}{3}$ of the regular summer session salary will be paid, providing said aggregate salary is not more than \$200. This means that when an instructor has two or more classes the salary will be fixed in accordance with reason and common sense and the earnings of the courses.

III. SUMMARY:

In plain language, the salaries have been made as high as the total earnings warrant and in accordance with the principles of self support and fairness to all instructors. The best that could be done, has been done.

Dr. Ross reported that the Summer Session receipts were \$5,228.65 and that the Instruction Staff and Special Summer Session Employees were paid out of these receipts.

It was moved by Mrs. Schluraff that those students doing practice teaching in Erie, not living at home or commuting, be placed in the dormitory at 104 West 4th Street, if

financial arrangements can be made so the students will not be penalized by having to live in this dormitory. Motion was seconded by Mrs. Grumbine. Not carried.

Upon motion of Mr. Loveland, seconded by Mrs. Schluraff, the Board approved, subject to the approval of the Department of Public Instruction, the adjusted compensation for the Cooperative Training Teachers in Erie as follows:

- I. Adjusted Compensation necessary because of
 - (1) Severe curtailment of State allocation of funds to Edinboro
 - (2) Wide variation of compensation for same type of work
 - (3) Restoration to all critic teachers of the maximum salary of \$1800.00. (Compensation to critic teachers is in addition to the maximum salary.)
 - (4) Reduced number of student teachers on account of smaller enrollments.
- II. Adjusted Compensation (new basis)
 - (1) Elementary Grades - Kindergarten - Grade 6
 - (a) Compensation will be at the rate of \$50.00 per student teacher per semester - with a maximum of four students. The number of student teachers is not guaranteed.
 - (b) To teachers who have served Edinboro as critic teachers five or more years, an additional \$25.00 per student teacher per semester will be paid. This applies only to those critic teachers now in service and not to those who may be employed beginning with September 1935 and who may serve five years.
 - (2) Secondary School - Grades 7 - 12
 - (a) Compensation will be at the rate of \$25.00 per student teacher per semester, with a minimum of \$50.00 per semester and a maximum of \$100.00 per semester.

Upon motion of Mrs. Schluraff, seconded by Mrs. Grumbine, the Board approved, subject to the approval of the Department of Public Instruction, the adjusted compensation for the Cooperative Training Teachers at Edinboro as follows:

Edinboro Public School Board will pay elementary teachers basic salary of \$1,000.00 a year. The College will pay Miss Brosi \$900.00, Miss Cooper, \$800.00, and Miss Maud Howard \$800.00. Edinboro School Board will pay Miss Blanche Howard \$1,170.00 and the College will pay her \$400.00. Five other High School Teachers will be paid \$1,170.00 by the Edinboro School Board and \$1,00.00 by the College.

Upon motion of Mr. Loveland, seconded by Mrs. Burton, the Board recommended for graduation the following students:

Public School Art Curriculum

Hunter, Mary Josephine

Secondary Curriculum

Crowe, Richard Joseph

Jones, Pearl Fowler

Follock, Marybelle

Intermediate Curriculum
Cebelinska, Pelagja

Primary Curriculum
Stevens, Leta Pauline

Candidates for Normal Certificates

Intermediate Curriculum
Cable, James William
Graham, Alice Geraldine
O'Donnell, Mary Agnes

Primary Curriculum
Black, Anna Caroline

Upon motion of Mr. Loveland, seconded by Mrs. Burton,
the meeting was adjourned.

Respectfully submitted,

Katherine H. Sallee

Katherine H. Sallee
Secretary