

Edinboro, Pa.  
February 14, 1941

The regular meeting of the Board of Trustees of the Edinboro State Teachers College was held in the College Board Room, Friday, February 14, 1941 at ten o'clock.

Members present were Messrs. Ritchie T. Marsh, Joseph Desmond, William P. Rose, N. A. Carlson and Clyde S. Knapp.

Upon motion of Mr. Carlson, seconded by Mr. Desmond, the minutes of the meeting held January 10, 1941 were received and ordered placed on file.

January 10, 1941

The regular meeting of the Board of Trustees of the Edinboro State Teachers College was called to order in the College Board Room, Friday, January 10, 1941 at ten o'clock A. M.

Members present were Messrs. Ritchie T. Marsh, J. K. Earp, Joseph Desmond and Merle M. Davis. Because the number present was insufficient for the regular meeting it was decided to meet as a committee.

The following business was transacted.

Upon motion of Mr. Davis, seconded by Mr. Desmond, the minutes of the meeting held December 13, 1940 were approved and ordered placed on file.

Upon motion of Mr. Earp, seconded by Mr. Davis, bills amounting to \$6,489.91 were approved.

December 1940

Pub.Sch. Employes Retirement Bd.	Payment to Retirement Fund	1,520.96
C. F. Bonsor & Co., Inc.	Canned goods	72.39
Chef Boiardi Food Products Co.	Grated cheese	16.50
Chemical Mfg. & Distributing Co.	Dishwashing compound	125.58
Dauphin Electrical Supplies Co.	Switch plates	.75
Dep't. of Welfare-Prison Labor Div.	Canned goods	2.94
Erie Farm Products Co.	Eggs	17.40
Erie Sea Food House	Fish	9.80
Gabin Fruit & Produce Co.	Apples	10.00
Garfinkel Products Co.	Counter & bench brushes	16.80
Garlock Packing Company	Gaskets	21.23
General Electric Supply Corp.	Tumbler switches	11.63
Jacob Haller Company	Toilet tissue, groceries	46.06
Heyl Brothers Company	Syrup	4.30
Home Utilities Mfg. Company	Sanisink cleaners	4.74
Jersey Belle Food Products Co.	Vanilla, and spices	16.33
Johnston, Keffer & Trout	Wax paper	9.00
Sam Katowitz & Son	Fruit and produce	73.74
Margaret Kline	Eggs	19.20
Francis H. Leggett & Co.	Baking chocolate, & spices	5.98
Frank Liemer	Bread & yeast & friedcakes	11.47
John Lucas & Co., Inc.	Varnish	7.14
Meadville Bread Company	Bread	28.54
Reeves, Parvin & Company	Jelly & mincemeat (cream	25.28
Sanitary Farms Dairy, Inc.	Buttermilk, cottage cheese, ice	25.40
Schenck's	Potato chips	1.50
J. R. Sheets	Salt	10.20

Seeman Brothers, Inc.	Canned pumpkin	9.75
Snyders Candies, Inc.	Candy	5.15
Southern Packing Co., Inc.	Canned beans, peas	7.12
Swift & Company	Meat, butter	190.72
J. M. Thompson & Co., Inc.	Syrup, canned tomatoes	50.04
Union Fruit & Produce Co.	Fruit and produce	17.05
R. C. Williams & Co., Inc.	Canned goods	12.28
Zindel & Stauffer	Potatoes & bolts	2.15
Dep't. Prop. & Supplies-Pur. Fund	Office supplies	.63
Chicago Apparatus Co.	Instructional supplies	15.50
Compressed Industrial Gases, Inc.	Oxygen & acetylene	11.87
Cotterel Company	Calendar pads	21.68
Denoyer-Geppert Company	Instructional supplies	14.30
William Dixon, Inc.	" " & equip.	40.33
Edlund Company	Knives for can opener	.78
Martin W. Fager Co.	Drawer knobs	15.00
Iron Fireman Corp.	Gaskets	.97
Publicker Commercial Alcohol Co.	Alcohol	1.40
Jos. Rogow & Sons, Inc.	Kitchen uniforms	35.70
Wards Natural Science Est. Inc.	Instructional supplies	25.95
Chas. W. Ellenberger	Traveling Expenses	19.20
John C. Johnson	" "	25.52
Royce R. Mallory	" "	6.30
E. Leigh Mudge	" "	24.40
L. H. Van Houten	" "	71.07
W. V. Zahniser	" "	4.80
Atlantic Refining Co.	Gasoline	1.81
Park Motor Company	Repairs to station wagon	3.05
Scheidemantel Service Station	" " " " & truck	2.25
Pennsylvania Telephone Corp.	Service & tolls	74.59
Bell Telephone Co. of Pa.	Advertising	.75
United Oil Mfg. Co.	Fuel oil	32.50
J. E. Ball	Repairs to showers	8.47
Blystone Corporation	Machine work on vacuum valve	.50
Onley K. Kline	Repairs to plaster-Reeder Hall	302.72
Joseph Nicosia	Tuning & repairing pianos	59.25
Power Plant Supply Co.	Repairs to vacuum pump	100.32
Underwood Elliott Fisher Co.	" " typewriters	3.00
Weston Electrical Instrument Corp.	" " candle meter	4.20
General Exterminating Co.	Extermination services	5.00
Baker & Taylor Company	Library books	156.70
Eastern Book Company	" "	1.25
Harper & Bros.	" "	1.68
Beadle & Company	Canned beans	3.88
Sanitary Farms Dairy, Inc.	Ice cream	8.00
Highland Fuel Company	Coal	1,196.16
Pa. State Sch. Dir. Ass'n.	Advertising	4.37
American Legion, Emblem Division	Flag code pamphlets	5.37
Eugene Dietzgen Company	Paper & developing powder	4.59
Hanson-Bennett Magazine Agency	Subscriptions for Library	283.00
H. W. Wilson Company	" " "	106.75
Atlantic Glass Company	Glassware for kitchen	8.40
Chicago Apparatus Company	Instructional supplies	5.65
Eastman Kodak Stores, Inc.	" "	3.46
Graybar Electric Company	Dry cell batteries	1.50
Roy Kahne	Steak tenderers	1.50
Seamless Rubber Company	Ice bag	.98
John Wanamaker	Dishes	22.60
Will & Baumer Candle Company	Candles	27.72

F. S. Heinaman	Traveling Expenses	11.42
H. L. Offner	" "	3.20
Sarah Pettit	" "	7.90
Evelyn J. Strohecker	" "	12.25
L. H. Van Houten	" "	33.29
C. F. Whitney	" "	20.18
Swaney Chevrolet Sales	Repairs to truck	9.39
Penn'a. Telephone Corp.	Service	44.80
Borough of Edinboro, Water Dep't.	Water rent	159.60
Travelers Insurance Co.	Insurance on truck	12.50
General Biological Supply House	Instructional equipment	6.30
W. M. Welch Mfg. Co.	" " & supplies	35.15
Andrews Paper House of York	Paper napkins	3.77
Atlantic Refining Co.	Gasoline	20.74
Charley Brothers	Canned goods	103.41
R. P. Clarke Company	Cheesed oth	3.61
Dep't. of Welfare-Prison Labor	Coffee	13.50
Demmler & Schenck Co.	Brushes for kitchen	3.37
H. A. Gable Co.	Wood chair seats, kitchen shears	8.06
Hensel & Sons, Inc.	Wood alcohol	3.90
James W. Houston Co.	Flour	75.72
Jolleys Pharmacy	Batteries & infirmary supplies	2.25
Frank Liemer	Bread	2.03
C. A. Markley Electric Supply Co.	Batterges	1.44
National Peanut Corp.	Mixed nuts	9.80
Reeves, Parvin & Co.	Canned goods	53.91
N. E. Schruers	Milk and cream	97.47
Scranton Paper & Tine Co.	Paper towels	30.00
Wm. V. Soder	Turkey	87.75
J. M. Thompson & Co., Inc.	Canned spinach	7.39
<u>January 1941</u>		
Pennsylvania Electric Company	Electric service	<u>419.32</u>
	Total	6,489.91

The following report was explained in detail by the President.

I wish to take this opportunity to express my appreciation of the confidence expressed by the Board in me when you elected me President of the State Teachers College at Edinboro. I believe that the Board would be interested to know that hearty offerings of cooperation on the part of students, faculty, townspeople of Edinboro, and the school people of our territory have been received. The success of my administration of the affairs of the College will be the result not only of my own efforts but also from the cooperation on the part of all of these groups.

I believe that we have at Edinboro, and the more I visit other colleges, the more convinced I am, the ideal situation for development. Our campus is far more adequate and beautiful than most of the other campuses. We have an unparalleled advantage in our recreational facilities.

I am taking steps with the Department to interest them in promoting a Red Cross Summer Instructional Center for life saving under the auspices of the College utilizing the lake and swimming pool. There can be no possible competition in this field in the summer. I think the Department at Harrisburg is favorably disposed toward this.

I feel that every effort must be made to restore the provision in the School Code which existed prior to 1933 enabling the teachers colleges to

render other services than merely the preparation of teachers. If the members of the Board can possibly do so, I would suggest that they endeavor to have such a provision restored with perhaps even broader powers than were in the law prior to 1933. I believe that the State Teachers Colleges should be allowed to offer junior college courses of various kinds, including business courses, home economics, and other technical curricula for which two years is the normal period of preparation. We are ideally situated for such a program.

I am convinced that the only way that we can secure a course in Industrial Arts such as is offered at California is to take the matter up directly with the State Superintendent and probably with the Governor himself. I think this matter urgent and believe that a good time would be during the three weeks recess ordinarily taken by the Legislature after organization.

#### Refund of Tuition

Miss Rachel Lucile McIntyre of Bradford, Pennsylvania, has requested the refund of her fees paid at the beginning of the first semester of this year. She enrolled at the beginning of registration and withdrew on September 17 which really amounts to only four days of school. She spoke in her letter of reasons beyond her control but failed to mention any definite reason. I wrote to her for a more specific statement of her reasons for withdrawal but I have not received a reply. I recommend that upon receipt of an adequate statement of reasons she be refunded her tuition at least in part.

#### Hours of Work of Non-Instructional Employees

In accordance with the request of the Board at a previous meeting, I wrote to Mr. Hartman, Executive Assistant to Dr. Haas, for information concerning the effect of labor legislation on the working hours of employees of State Teachers Colleges. Under date of December 17, I received this reply from Dr. Haas: "In reply to your letter of December 5, 1940, it is my opinion that the Fair Labor Standards Act enacted by Congress in 1938 does not apply to employees of State Teachers Colleges in Pennsylvania." In accordance with this decision it is the province of the Board of Trustees to set the hours of work for our employees.

At the present the men working as janitors, electrician, plumber, begin at seven in the morning and work nine hours the first five days of the week and five hours on Saturday making a total of fifty hours. These men have requested that the hours of work be reduced to forty-four hours per week, that is, five eight-hour days and four hours on Saturday.

There is a difficulty in connection with the classification of our employees. A man doing janitor service is doing an entirely different kind of work than a man who works steadily at say carpentering. The nature of the plumbing, electrical, and carpentering jobs is such that the work is neither continuous for any length of time nor very hard. Judging from the number of applications I have had for work, there seem to be plenty of men who are willing to work under the conditions found here, however, I do not mean that this should justify working the men an unreasonable number of hours per day. At the present time there is a great deal of work to be done and our budget does not permit the employment of an additional man.

The above statement does not pertain to the three firemen who work

seven days a week on eight-hour shifts. I recommend that a relief man be employed as soon as possible so that they can be placed on a forty-eight hour week.

I think that the original intention for all of the workmen was six eight-hour days rather than five nine-hour days and a half-day on Saturday. On making inquiry of the Presidents of other Colleges, I find that everyone so far approached reports the same number of hours of work that we have.

I believe that janitors, especially those who report for extra service at night or Sundays, should receive extra compensation for the extra time provided they put in a full regular day. While the justice of such compensation is apparent, on the other hand, it is not a very easy matter to make a schedule that will be suitable for every case. Generally when the building must be opened for an evening exercise, four hours are required. I believe \$2 for such service on the part of the organizations responsible for the entertainment is fair.

#### Recruiting New Students

A letter was sent to every highschool in our five counties extending an invitation to the basketball squad, the coach, and other teachers to be our guests at one of the basketball games of this season. The response has been beyond our fondest expectations. For one game alone, that of Slippery Rock on February 1, over 240 reservations have been made. Already over 400 reservations in all have been received and they are still coming in. After the game these visitors are taken to the dining Room where they are served light refreshments before going home. We have reservations for the squad from Sharon Highschool which is almost seventy miles away. This plan is responsible for considerable good feeling and is, I think, going to be very fruitful.

#### Extension of Leave of Absence

Miss Sarah Pettit, our Dietitian, has been in the hospital for an operation for the removal of the gall bladder. She will be absent longer than the fifteen days permitted by the Administrative Code without permission from the Board of Trustees. I wish to recommend that an extension be made for Miss Pettit's sick leave for such an additional number of days up to thirty as may be necessary for complete recovery.

#### Training School

The public school of Edinboro moved into the new Training School building Thursday, January 2. All of the equipment has not yet arrived and such equipment as teachers desks were moved over from the old building.

#### Request for Permission for Use of Building

The Edinboro Community Band wishes permission to use a room in one of the College buildings for rehearsal. The band has been using the Public School Highschool building which was recently vacated. The hours requested are from 7:30 to 10:00 P.M. one night a week.

#### President's House

Steps are being taken to put the President's house into condition as quickly as possible. The downstairs really requires new flooring, but we do not have money enough in the budget for this. It might be possible to secure

a special allotment to take care of it. As soon as I get estimates on the papering, painting, draperies, and new rugs required, I shall acquaint the Board with the total and ask that an additional amount be granted from the State Department Emergency Fund sufficient to put in the new oak floors.

#### Summer School Employment

In view of the fact that there is not the necessity for the employment of the entire faculty for the Summer Session, it is recommended that a system of rotation be used that will be absolutely impartial and certain. If the faculty members teach two summers consecutively, they should be off the third summer.

Upon motion of Mr. Desmond, seconded by Mr. Davis, the Board approved a refund of seventy four dollars (\$74.00) for Rachel Lucile McIntyre, of Bradford, Pennsylvania.

Upon motion of Mr. Earp, seconded by Mr. Desmond, the Board approved the recommendation of Dr. Van Houten that an extension be made for Miss Pettit's sick leave, for such an additional number of days, up to thirty, as may be necessary for complete recovery.

Upon motion of Mr. Earp, seconded by Mr. Desmond, the Board granted the Edinboro Community Band permission to use a room in the College Administration Building for rehearsals one night per week from 7:30 o'clock to 10:00 o'clock.

There being no further business the meeting was adjourned.

Respectfully submitted,

Katherine H. Sallee  
Secretary

Upon motion of Mr. Rose, seconded by Mr. Marsh, bills amounting to \$4,727.88 were approved.

#### January 1941

The Record Publishing Co.	Library subscription	3.50
City Market	Chicken	1.48
Austin Company	Plumbing supplies	3.66
Chas. W. Ellenberger	Traveling Expenses	13.10
E. Leigh Mudge	" "	12.20
Esther Wilson	" "	25.76
W. V. Zahniser	" "	4.80
Pennsylvania Telephone Corp.	Service	2.00
Bell Telephone Co. of Pa.	Advertising	.75
Baumann Brothers	Cleaning & repairing rugs	12.00
State Workmen's Insurance Fund	Compensation insurance	39.18
General Exterminating Co.	Extermination service	5.00
Bogart Paper Co.	Toilet tissue	48.50
Charley Brothers	Corn oil	39.60
Dep't. of Welfare-Prison Labor Div.	Blank cards	13.10
Elliott-Lewis Electrical Co., Inc.	Heater cord	8.93
Erie Farm Products Co.	Butter	33.60
S. M. Flickinger Co.	Groceries	46.36
James W. Houston Co.	Gelatine dessert powder	8.28
Margaret Kline	Eggs	17.40

Kolbe Fisheries Co.	Fish $\frac{1}{2}$	23.20
Libby, McNeill & Libby	Canned goods	151.98
Frank Liemer	Bread, yeast, friedcakes	10.56
John C. Lower Co., Inc.	Canned goods	44.60
John Lucas & Co.	Paint	4.45
Meadville Bread Co.	Bread	20.69
Morris Paper Co.	Paper napkins	24.85
Ontario Biscuit Co.	Cookies	1.86
L. H. Parke Co.	Canned goods	68.23
Arthur F. Schultz Co.	Candy	1.52
Swift & Co.	Meat, cheese, eggs, butter	272.17
Union Fruit & Produce Co.	Fruit and produce	120.74
Dep't. Prop. & Supplies-Pur.Fund	Traveling Expense vouchers	.62
Educational Trends	Library subscription	1.25
Remington Rand, Inc.	" order cards	2.57
City Market	Chicken	1.43
Austin Company	Plumbing supplies	.72
Hospital Supply Co.	Hot water bottle	.49
Palace Hardware House	Kitchen supplies	4.50
William Paravano	Sheepskins	9.20
Regal Equipment Co.	Toweling	15.19
Reinhold Pharmacy	Infirmiry supplies	1.20
Joseph Woodwell Co.	Key rings, discs, extension springs	6.25
E. A. Wright Co.	Sheepskins	14.80
C. J. Christensen	Traveling Expenses	66.14
J. K. Earp	" "	20.15
Esther L. Wilson	" "	6.46
Swaney Chevrolet Sales	Repairs to truck	8.16
State Workmen's Insurance Fund	Compensation insurance	77.71
C. Wilbur Billings	Plowing, mowing & disking	45.50
General Exterminating Co.	Extermination services	5.00
H. C. Perleberg	Library books	111.00
Weston Electrical Instrument Corp.	Ammeter	9.30
Baltimore Paint & Color Works, Inc.	Shellac	5.88
C. A. Curtze	Groceries	4.56
Dep't. of Welfare-Prison Labor Div.	Coffee	20.25
Jacob Haller Co.	Groceries	53.30
Sam Katowitz & Son	Fruit and produce	38.02
Margaret Kline	Eggs	26.40
Mathieson Alkali Works	Sodium for fire extinguishers	2.96
Meadville Bread Co.	Bread	17.77
National Biscuit Co.	Crackers (cream	1.67
Sanitary Farms Dairy, Inc.	Buttermilk, cottage cheese, ice-	58.80
Schenck's	Potato chips	4.50
Swift and Co.	Meat, butter, cheese, compound	278.03
Union Fruit & Produce Co.	Fruit and produce	49.21
Highland Fuel Co.	Coal	1,644.56
City Market	Chicken	1.40
Red and White	Groceries	1.57
Reinhold Pharmacy	Infirmiry supplies	2.00
F. S. Heinaman	Traveling Expenses	19.20
E. Leigh Mudge	" "	12.70
Evelyn J. Strohecker	" "	14.10
L. H. Van Houten	" "	80.15
G. Frances Whitney	" "	22.16
W. V. Zahniser	" "	4.80
Scheidemantel Service Station	Repairs to Station Wagon	.75
Pennsylvania Telephone Corp.	Service and tolls	59.88
Poehlman's Key Shop	Keys	.75
Dep't. of Welfare-Prison Labor Div.	Envelopes	20.95

Erie Sea Food House	Fish	8.75
Johnston, Keffer & Trout	Wrapping paper	5.18
Margaret Kline	Eggs	13.20
Kolbe Fisheries Co.	Fish	9.90
Libby, McNeill & Libby	Evaporated milk	54.00
Frank Ljemer	Bread, yeast, friedcakes	11.54
Meadville Bread Co.	Bread	5.95
Sanitary Farms Dairy	Ice cream	12.00
N. E. Schruers	Milk and cream	181.50
Sybrant & Case	Groceries	6.73
<u>February 1941</u>		
Pennsylvania Electric Company	Electric service	<u>481.12</u>
	Total	4,727.88

The following report was explained in detail by the President.

#### Refund of Tuition

Miss Edna Mitchell was operated on for appendicitis on December 21, 1940, and was absent from school from January 3, 1941, through January 11. According to the catalogue, refund may be made for such absence for housing.

Mr. Nevin Weller was absent because of a broken arm caused by a fall from a horse and was at home from October 27, 1940 to December 1.

I recommend that both Mr. Weller and Miss Mitchell be refunded the proper amount of their housing fees, but that the amount be for board only since the rooming accommodations were not given up in either case.

The catalogue is not clear on the matter of refunding fees. I have written the Department at Harrisburg for further information.

#### Printing of Catalogues

For some reason, which I do not know, the Department of Property and Supplies has not approved our requisition for printing catalogues as well as the requisitions from other colleges. This is unfortunate because it is causing a delay in getting out some very important publicity material.

#### Request for Permission to Attend Convention

I should like your permission to attend the American Association of Teachers Colleges meetings at Atlantic City, February 21 and 22. This would necessitate leaving Edinboro on February 20 and returning either Sunday, the 23rd, or Monday the 24th.

#### Reconditioning the President's House

After carefully going over the condition of the President's house and checking with three papering and decorating firms, it has been found that the entire house should be repapered; plaster in some places needs repair; the tiles need resetting; the place must be demothed; there should be an all-over carpet downstairs in the living rooms to avoid the necessity of laying a new flooring; the cupboards in the kitchen should be rebuilt so that the kitchen may be used as a place to cook instead of a serving pantry, and new drapes are needed throughout. There is need of one additional bedroom



suite and a davenport and occasional chairs for the living rooms as well as a new set of dishes.

We have, in our budget for the year, set aside a sum of \$972 for re-conditioning the house, but this is quite inadequate. After conferring with the President of the Board, it was decided that I write to Dr. Haas telling him of the need and asking that a sufficient amount be appropriated from the Emergency Fund to properly repair this house.

Some of the work has been done by our carpenter, but we do not have a painter who is satisfactory for the kind of work we would like to have done on the house. When the house was remodeled seven years ago, a very cheap wallpaper was put on by the contractor so that cleaning will not render it serviceable. There never have been suitable drapes and curtains on the windows. I believe that this house should be put in a condition comparable to that of the President's houses at the other colleges. Mr. Marsh says that he will speak in person to Dr. Haas when he visits Harrisburg next week. The process of getting all of this through the offices at Harrisburg, I find to be very slow.

### Personnel

In order that the Board may have a better understanding of the personnel of the faculty, I have asked Mrs. Sallee to prepare tables showing the ages, the number of years of service at Edinboro, whether they will receive benefits from the retirement system, nine months salaries, summer session salaries, and the total salaries for the year.

There is a vacancy in the position which I had, and I am making investigations of several candidates.

It is essential that as rapidly as possible our faculty meet the requirements for membership in the Middle State Accrediting Association so that our students may be eligible to teach in any high school in Pennsylvania. We do not have enough teachers with Doctors degrees. In view of the fact that the necessary preparation for teaching in the high schools in Pennsylvania is now the Masters degree or its equivalent, the faculty of a college, and especially a teachers college, should, as far as the younger members are concerned, be made up of people who have earned their Doctors degrees in their teaching field. This does not mean that the degree insures a first-class teacher nor that people with Masters degrees are not competent in their field of activity, but the Doctors degree does insure three years of preparation beyond the Bachelors degree which is not a large amount for college teaching.

On the other hand, I do not feel that it is ever wise to meet such requirements in a revolutionary way nor in a way that does injustice and works hardships. There are some of the younger members who have been studying towards the Doctorate and it can reasonably be expected that they meet such requirements. The older members are either at the age of voluntary retirement, namely 62, or within four or five years of it. This would indicate a gradual change which will bring about the desired results. I do not wish to convey the idea that I am criticizing the quality of our faculty, because I am convinced that the work which we do is on a par with most of the other colleges. No new faculty members will be employed who do not meet these requirements.

In the Department of Physical Education we have two full-time men, which is a situation where one man would be sufficient with the possible

aid of a faculty member who could teach in another department, such as science where we need another man at least half-time. I recommend therefore that we reduce the number of men in the Physical Education Department from two to one with the addition of a portion of the time of a faculty member whose major work is teaching in one of the subject fields. Our budget does not permit so much emphasis on athletic instruction. If we have our hoped for increase in enrollment, the added income will give us more freedom.

It is not possible until the final passage of the appropriation by the Legislature and then the allotment of the funds by the State Superintendent of Public Instruction to do anything further at this time than to make a general approval of the faculty list. Salaries shall be voted on at a later time. The whole matter of faculty election, since this is the legislative year, may be put off until we know definitely our allotment.

### New Curricula

### Inventories

### Goal Order

Comparison of the School Codes of 1927 and 1939 in the fields of activity of the State Teachers Colleges

#### From SCHOOL LAWS OF PENNSYLVANIA, 1927:

The tuition of all students at the State Normal Schools, who are not less than seventeen years of age, and who sign an agreement to teach in the public schools of this Commonwealth for not less than two years, and who are pursuing regular courses in pedagogy therein, shall be paid by the Commonwealth, and sufficient appropriations shall be made for this purpose. THE TRUSTEES OF ANY STATE NORMAL SCHOOL, WHEN IT DOES NOT INTERFERE WITH ITS PURPOSE TO EDUCATE AND TRAIN TEACHERS, MAY ADMIT OTHER STUDENTS THAN THOSE PREPARING TO TEACH: PROVIDED, THAT ALL SUCH STUDENTS EXCEPT THOSE IN THE MODEL SCHOOL, SHALL PAY REGULAR TUITION: AND PROVIDED, THAT WHEN THERE IS INSUFFICIENT ROOM FOR ALL WHO APPLY, PREFERENCE SHALL BE GIVEN TO THOSE PREPARING TO TEACH.

#### From SCHOOL LAWS OF PENNSYLVANIA, 1940:

The College shall be a part of the public school system of the Commonwealth, and their purpose the education and preparation of teachers. The Colleges shall provide proper facilities for instruction in the art and science of teaching, for the boarding and lodging of students in residence, and other necessary facilities approved by the Superintendent of Public Instruction.

The tuition of all students at the State Teachers College, who are residents of Pennsylvania, and who meet such requirements as the board of presidents of the State Teachers Colleges may prescribe, and who sign an agreement to teach in the public schools of this Commonwealth for not less than two years, and who are pursuing therein regular courses for the preparation of teachers, shall be paid by the Commonwealth, and sufficient appropriations shall be made for this purpose; Provided, however, in addition to such appropriations, the board of trustees may fix and charge such fees as may be necessary for the proper operation of the college.

Upon motion of Mr. Knapp, seconded by Mr. Carlson, the Board approved the following refunds:

Edna Mitchell	- Housing Fee	\$10.00
Nevin Weller	- Housing Fee	35.00
John Ryan	- Degree Fee	5.00

Upon motion of Mr. Rose, seconded by Mr. Desmond, the Board authorized Dr. Van Houten to attend the meeting of the American Association of Teachers Colleges at Atlantic City, February 21st and 22nd.

Upon motion of Mr. Desmond, seconded by Mr. Knapp, the Board authorized the President to notify Mr. Bailey that his contract will probably not be renewed for the year 1941-1942 on account of budgetary limitations.

Upon motion of Mr. Knapp, seconded by Mr. Marsh, the Board approved the Report of the Committee on the Audit and recommended that it be sent to the proper authorities at Harrisburg.

Upon motion of N. A. Carlson, seconded by C. S. Knapp, the following resolution was unanimously carried:

BE IT RESOLVED, That Dr. L. H. Van Houten, President of the Einboro State Teachers College, be hereby authorized to purchase coal for use in his own home during the interval in which the President's house is being renovated and made ready for occupancy.

It will require nine (9) tons of coal during this interval.

We have secured bids from local dealers as follows:-

B. E. Darrow	9 tons	@ \$6.50	\$58.50
Zortman Flour & Feed Co.	9 tons	@ \$6.25	\$56.25

Bids were on Pittsburgh 4" lump coal, delivered in bin at the residence of the President.

Upon motion of Mr. Desmond, the meeting was adjourned.

Respectfully submitted,

*Katherine H. Sallee*

Katherine H. Sallee  
Secretary